Logging into eChart

Launching eChart

There are three ways to access eChart:
1. Web Browser
   - Type the URL https://echart.sharedhealthmb.ca into one of the supported web browsers shown below:
     - Windows 8.1, 10 or 11 with Chrome or MS Edge (Chromium based) or
     - macOS with Safari
   - For further web browser details, visit our Frequently Asked Questions (FAQ) Basic Computer troubleshooting - eChart Manitoba
2. Manitoba certified Electronic Medical Record (EMR)
3. Provincial Electronic Patient Record (EPR)

Logging into eChart through the web browser

You will be given a username and temporary password by your Authorized Sponsor, Authorized Account Requester or trainer, and must change your password when you log in for the first time.
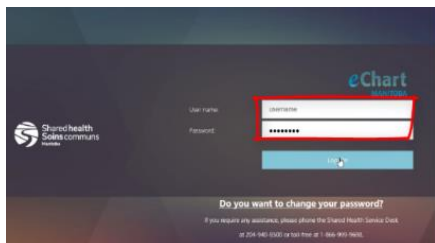
1. To begin, enter the username and temporary password
2. Select the Log On button
3. eChart will prompt you to change your password

Shared Health password standards and tips

Include at least: 1 upper case letter, 1 lower case letter, and 1 number.
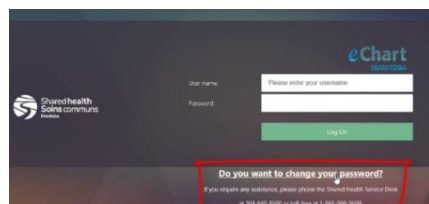
Your password must be at least 8 characters and cannot include special characters (e.g., !, #, @, etc.).

A new password cannot be any of your last 5 passwords or include parts of your name.

- Create a password that is easy to remember, for example, a phase such as 'I love cats'
- Remove spaces, perhaps substitute the L for a one (1), o for a zero (0), etc.

Changing your password

For security purposes, you are required to change your password <u>every ninety (90) days</u>

For more information:
Web: www.echartmanitoba.ca
Email: echart@sharedhealthmb.ca

You can change your password sooner if you choose by selecting the "Do you want to change your password?" link on the login screen to launch Password Change Portal

Changing your password (continued)

1. Enter your eChart credentials, click Log On button
2. Enter the old password, then new password twice
3. Click the Submit button

Your password has been changed, you can close the window and relaunch eChart.

Terms of Use

When logging into eChart for the first time, you will be prompted to read and accept the [Terms of Use](#)

Message Board

The Message Board displays eChart notifications and the privacy reminder as shown below. The Message Board will appear the first time you log in each day per workstation. It will appear again during the day if there are changes to the notifications.

After reading the Message Board, click the Continue button on the bottom right