

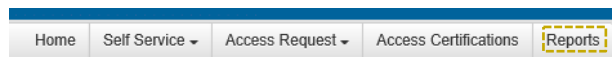
This document outlines how to retrieve the **Alberta Netcare Portal (ANP) End User report** for your facility(s).

Log In:

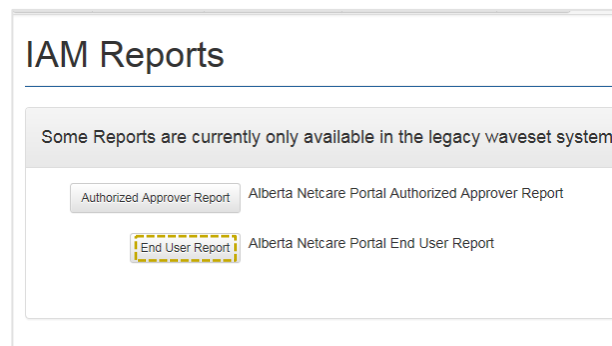
- 1 Enter the AHS IAM URL in the browser's address bar: <https://iam.ahs.ca/>
- 2 Enter your **Username** and **Passcode** from your RSA SecurID token on the AHS Remote login screen.
- 3 The AHS IAM screen displays requiring entry of your AHS IAM **Username** and your **password**.

Retrieving the ANP End User Report:

- 1 Select the **"Reports"** tab at the top of the AHS IAM Home Page.



- 2 Click on **"End User Report."**



- 3 Select the facility(s) from the drop-down list.

- 4 Click the **"Generate"** button. The ANP End User Report displays all the users at the selected facility(s).

- 5 Click the **"View"** button beside an individual Account to view additional details for that user.

User Information			
Download Report File			
Details	IAM Account ID	IGUID	Full Name
view			
view			
view			

- 6 Scroll up to review the **details** for the selected user: Facility(s), ANP Role, ANP Sunset Date, and PIN/PD permissions for the specific Netcare user.

Details for Selected User:

Full Name

Email

Address

Phone

Profession

Facility	ANP Role	Last Authorized By	Remote Access?	Temp Access?	ANP Sunset
Don's Family Health Care Clinic - 2 GBOT	Pharmacy5	JEJPWA	true	false	2020-03-20

Refresh

Cancel

- 7 Click **"Cancel"** to return to the previous page or click on the **"Home"** button to go back to the AHS IAM Home Page.