PROVINCIAL ATTACHMENT SYSTEM (PAS)
Setup Steps for Directors

1. LOG INTO THE PAS
   Go to https://bchealthprovider.ca and log in with your username and password.

2. ADD TO CLINICS
   Using the Clinic & Provider Registry, add yourself as a director to the relevant clinics. Don’t see your clinic listed? Contact PAS Support through Zoom.

3. CONFIRM CLINIC DETAILS
   Confirm that all clinic details are correct such as address, phone number, and fax number.

4. ADD MEMBERS
   Add all clinicians and staff members who should have access to the PAS for your clinic.

5. ASSIGN A FACILITY MANAGER
   If applicable, assign director level permissions to another member(s) of your team. You can enable that access through the member’s profile using the Manage Facility checkbox.

6. UPDATE PANEL PREFERENCES
   Go to My Panel, then identify if you are accepting new patients, as well as the number of requests you are willing to accept. This is only required if you are practicing within your clinic.

Update as Needed