

## (out of network users)

Service Desk 204-940-8500 Option 4, Option 1 or toll-free 1-866-999-9698 Option 4, Option 1

## Multi-factor authentication is required to use iScheduler

When you are given your new iScheduler account, you will be given a temporary password. If you are not already using multi-factor authentication with another Shared Health application, you will need to change your password through the password portal since you are not on the Shared Health network.

## Change your password

1. Click on this link https://ssos.manitoba-ehealth.ca/logon/LogonPoint/tmindex.html

**2.** Enter your user name and temporary password, click **Log On** and change your password when prompted.

You should now be able to log into iScheduler as shown in the next section.

Shared health	Please log on to continue	e
Soins communs	User name :	J
Manitoba	Password :	Log On
	If you require any assistance, please phone the Shared Health Service Desk at 204-940-8500 or toll-free at 1-866-999-9698. You can also email us at servicedesk@sharedhealthmb.ca	

• You can also call the Service Desk for a password reset, but you must have your challenge questions done ahead of time and for security reasons, you need to speak to them directly. You cannot leave a message or email them.

• If you are not on the Shared Health network and you are not using MFA for any other applications (such as eChart) you will need to reset your password as shown above every 90 days when it expires.

Visit the MBTelehealth website for login instructions for out of network users. https://mbtelehealth.ca/training/mbt-scheduling/

