



## **PA-NEDSS Registration Procedures**

The PA-NEDSS Prime Contact Information form is the form needed to request PA-NEDSS disease reporter access. Please have the individual you would designate as your facility's prime contact fill out the form and fax it to the number at the top of the form. When an account is set up they will be contacted by our security officer with a registration number and pass code.

Typical procedure is the Prime Contact is granted access and subsequently given access to our online learning modules. This Prime Contact would then create any other needed accounts for other employees within your facility (called designees). There is a Disease Reporter User Guide that is available under the Training Materials link from the home page of PA-NEDSS.

After receiving access and reviewing the training materials, if questions remain on how the system works, you can call the help desk at – 717-783-9171.