



# Accerta

## Online Registration for Health Care Practitioners

Request access to the AccertaWorX portal in 3 easy steps.

- Step 1: If you have not yet created an Accertaworx account, select “new provider” and fill in the mandatory fields “\*”. Select the “Next” button.
- Step 2: Enter the legal name, address, and fax number of your practice. Select the “Next” button.
- Step 3: Create your own Access ID and Password for the AccertaWorX portal. Select the “Submit Registration” button.

Accerta will provide you with an immediate response on the status of your application.

If your registration was Successful, you must activate your NEW AccertaWorX account. Please check the email account you registered with for an account activation email. If you do not receive the activation email in your inbox, please check your junk mail folder. Click the link provided in the email to activate your account and access all the features on AccertaWorX, such as:

✓ [Add a New Practice Location](#)

After you login to your existing AccertaWorX account, select *Administration* from the menu options. You can then select *Add Location*, enter your practice location into the online form and receive an immediate response to your request.

✓ [Add a New Delegate User](#)

To add a delegate user, login to your AccertaWorX account and select *Administration* from the menu options. Delegate users are authorized by the health care practitioners to view all data associated with the practitioners account.

✓ [Eligibility Verification](#)

Working with Accerta, the Ministry of Children, Community and Social Services, is offering dental practitioners the ability to verify if a patient is eligible for Ontario Disability Support Program (ODSP) benefits through their AccertaWorX account.

### [For more information](#)

If you have any questions or concerns, please feel free to contact Accerta by phone at **toll free 1-800-505-7430 or email us at [info@accerta.ca](mailto:info@accerta.ca)**