



How to Gain Access to the Emergency Status System (ESS) Audience: Providers and Partners

1. Each person must receive a registration invitation to gain access to ESS. Only Superusers and AHCA staff may send invitations. Once the invitation email is received, click the link to create your account. System users must receive and complete invitations from each provider or partner to gain access for each.

You have been invited to register for access to the Emergency Status System.

Facility Name: LOG CABIN ENTERPRISES, INC.

The Agency for Health Care Administration (AHCA) has implemented a newly developed emergency management database called the Emergency Status System (ESS).

Florida Statute 408.821 requires your provider/facility to utilize this agency approved database for reporting the provider's emergency status, planning, or operations. ESS replaces both EMResource and FLHealthSTAT as the agency approved database.

A representative of **LOG CABIN ENTERPRISES, INC.** has requested that you register for access to ESS. Please complete registration, log-in, and input all of the requested information within 7 days of receipt of this email.

Click the below link to begin your registration process.

[Click here to Create Your Account](#)



Please note: this invitation will expire if not used before 7/19/2018 at 7:46 AM.

Please visit our website for informational materials. http://ahca.myflorida.com/MCHQ/Emergency_Activities/index.shtml

You have been invited to register for access to the Emergency Status System.

Partner Name: Test Partner State Agencies

The Agency for Health Care Administration (AHCA) has implemented a newly developed emergency management database called the Emergency Status System (ESS). ESS replaces both EMResource and FLHealthSTAT as the agency approved database.

Personnel has requested you register and has created a User Account for you in ESS. Please complete registration, log-in, and input all of the requested information within 7 days of receipt of this email.

Click the below link to begin your registration process.

[Click here to Create Your Account](#)



Please note: this invitation will expire if not used before 7/21/2018 at 11:29 AM.

Please visit our website for informational materials.

http://ahca.myflorida.com/MCHQ/Emergency_Activities/index.shtml

2. The “Invitation Details” webpage will open in your default web browser. Please read the instructions.

Invitation Details

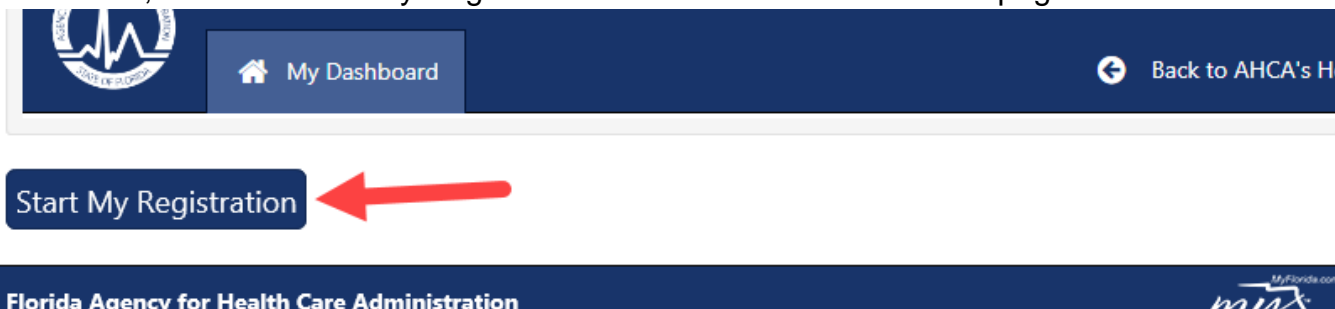
You have been invited to register for the Emergency Status System.

On the next few screens, you will be asked to provide credentials to create your account and authorize the Emergency Status System to access your profile. The instructions below will provide you with some guidance through this very simple process.

Please read these instructions carefully before clicking the **Start My Registration** button at the bottom of this screen.

When you click the button, the AHCA login box will appear with the "Sign Up" tab selected and your email address in the user name box. Press the tab key or click on the "your password" box to create a password for your new account. **Please**

3. Once read, click the “Start My Registration” button at the bottom of the page.



4. The “Sign Up” window will display. The email address will be auto populated with your email of record. You will be required to create a password (see requirements in screenshot). Click the “Sign Up” button. If you are an existing user, you must complete

this step too.

AGENCY FOR HEALTH CARE ADMINISTRATION

Emergency Status

Log In Sign Up

blue.ice@gmail.com

your password

SIGN UP >

At least 10 characters in length

Contain at least 3 of the following 4 types of characters:

- Lower case letters (a-z)
- Upper case letters (A-Z)
- Numbers (i.e. 0-9)
- Special characters (e.g. !@#\$%^&*)

No more than 2 identical characters in a row (e.g., "aaa" not allowed)

blue.ice@gmail.com

.

SIGN UP >

5. For new system users: the contact information screen will open. Add, update, and verify your contact information and click "Save". You now have access to ESS.
6. For existing system users: an error will appear stating the user already exists.

AGENCY FOR HEALTH CARE ADMINISTRATION

HQA ESS (Beta)

THE USER ALREADY EXISTS.

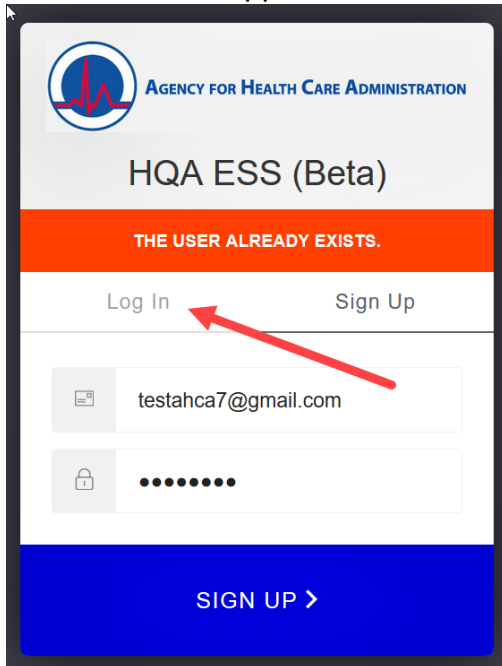
Log In Sign Up

testahca7@gmail.com

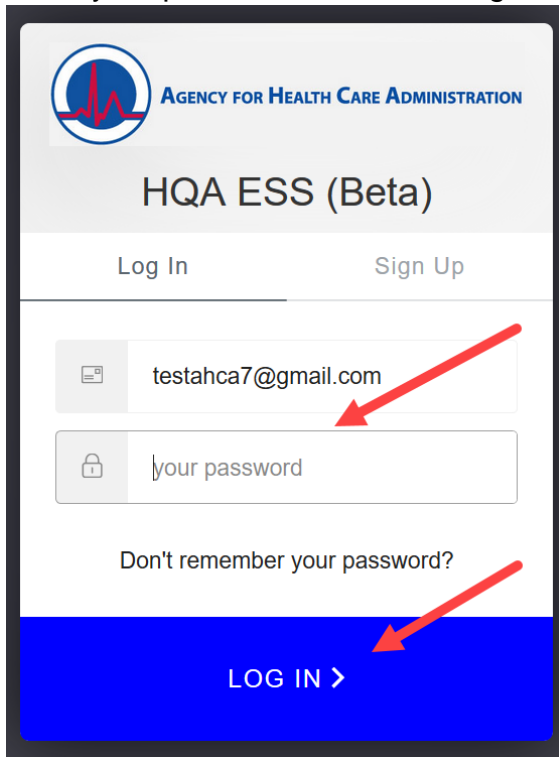
.....

SIGN UP >

7. Once this error appears, click on the “Log In” tab.



8. Enter your password and click “Log In”.



9. The contact information screen will open. Add, update, and verify your contact information and click “Save”. You now have access to ESS on behalf of this provider.