

Change Healthcare Stratus Imaging Share Patient Access: Get Started

Quick Notes

This document describes how to get started using Change Healthcare Stratus Imaging Share.

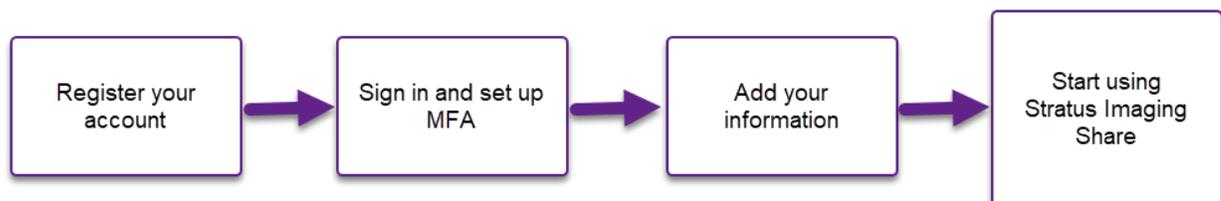
Access Stratus Imaging Share

To access exams shared with you in Stratus Imaging Share, you must register your user account with Change Healthcare Stratus Imaging PACS.

Once you have registered your account, when you initially sign in to the application, you are prompted to:

- Install and set up multi-factor authentication (MFA) with Microsoft® Authenticator or the Google Authenticator™ app on your mobile device. MFA, sometimes referred to as “two-step verification”, adds a layer of protection by confirming your identity when signing in.
- Add information, such as your date of birth (if required by the facility sharing the exam with you) and your name, which is used to verify the share.

You can then start using Stratus Imaging Share.



Register your user account

If you do not have an account, you are prompted to register when you receive the share notification.

1. Click the **Complete Registration** link in the invitation email.
2. Enter your account details.
3. Select the reCAPTCHA box and verify that you are not a robot.
4. Click **Create Account**.
5. In the **Review and Accept Terms** dialog, review the terms of service, and enter your full name in the agreement.
6. Click **Accept** and in the message that is displayed, click **Confirm**.
7. In the message displayed that confirms the creation of your account, click the link to open the sign-in page.
8. Enter the email address and password with which you registered and click **Sign In**.

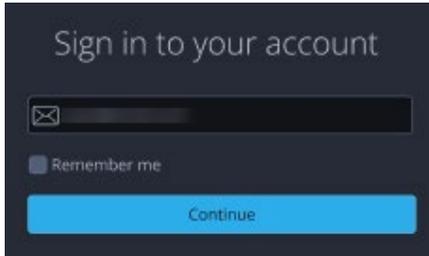




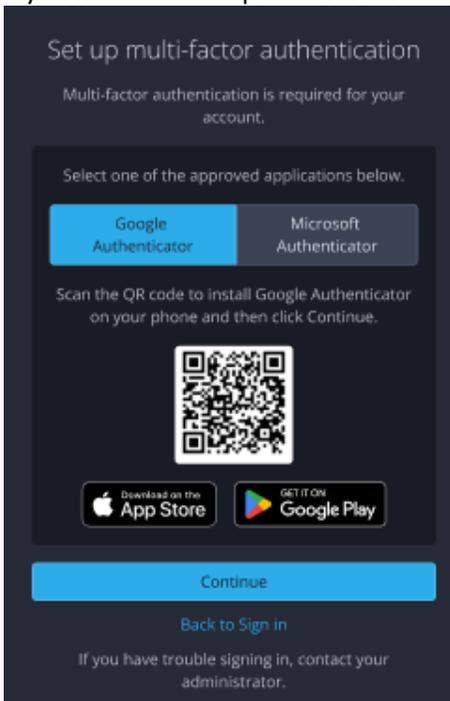
Sign in and set up MFA

When you sign in the first time, or if you do not have MFA set up for your user account, you are prompted to do so. If you already have Microsoft Authenticator or Google Authenticator installed on your mobile device, you can skip Step 2 to install an authentication application, but you must complete the steps to complete the pairing.

1. Sign in to Stratus Imaging PACS using the email address registered for your user account.



If you have not set up MFA for Stratus Imaging PACS, a prompt (wizard) is displayed for you to do so.



2. If you do not have Microsoft Authenticator or Google Authenticator installed on your mobile device, install one of them as follows.

Note: If you have already installed an authentication application, you can skip this step.

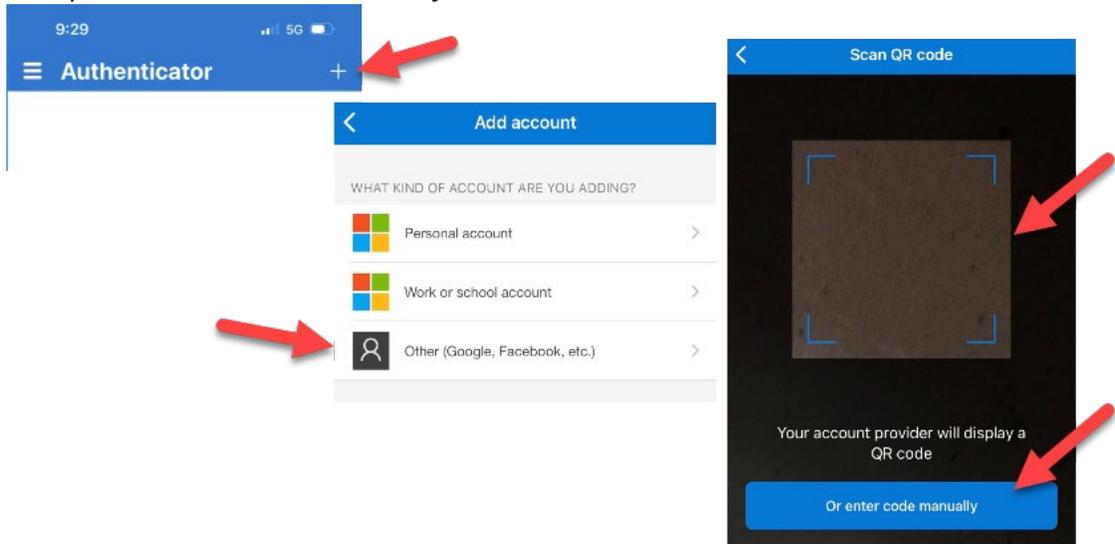
- a. In the wizard, select one of the displayed authentication applications.
- b. Scan the QR code on your mobile device to download and install the application.

Alternatively, navigate on your mobile device to the indicated download location, and then install the application.

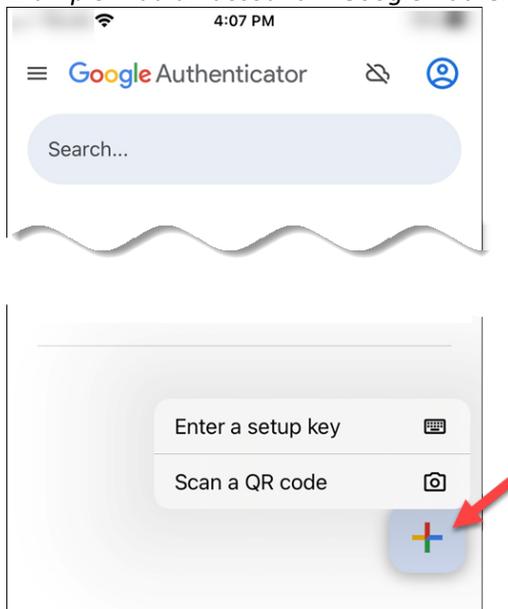


3. Click **Continue**.
4. Pair the installed authentication application with your registered user account:
 - a. In the authentication application on your mobile device, select **+** and then either select the option to scan the QR code (or barcode) or the option to enter the code (or setup key). (If you are using Microsoft Authenticator, select *Other* when prompted to select an account type.)

Example: Add an account in Microsoft Authenticator



Example: Add an account in Google Authenticator



Note: The example screenshots of Microsoft Authenticator and Google Authenticator are for illustration purposes and may not be exactly as shown on your mobile device.

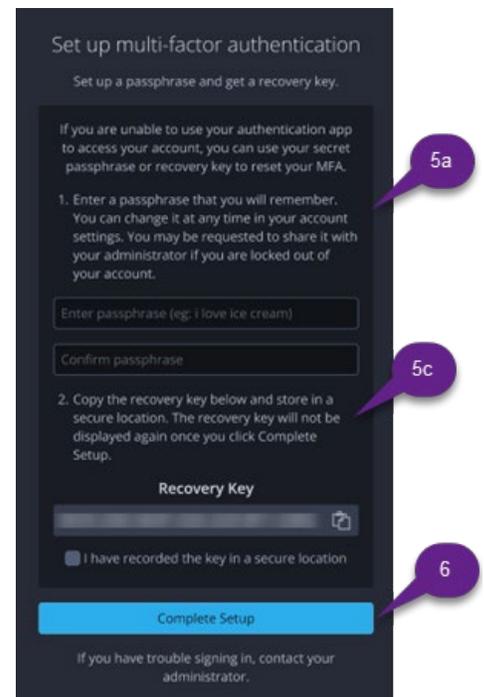


- b. Using the authentication application, scan the QR code or enter the secret key displayed in the wizard.
- c. In the wizard, enter the verification code provided from the authentication application, and then click **Verify Code and Continue**.



5. Complete the configuration by creating a passphrase and copying the recovery key in case you need to reset your MFA configuration in the future.
 - a. Enter and confirm a passphrase. The passphrase must be 16 to 64 characters long.
 - b. Copy the displayed recovery key to a secure location.
 - c. Select **the I have recorded the key in a secure location** checkbox.

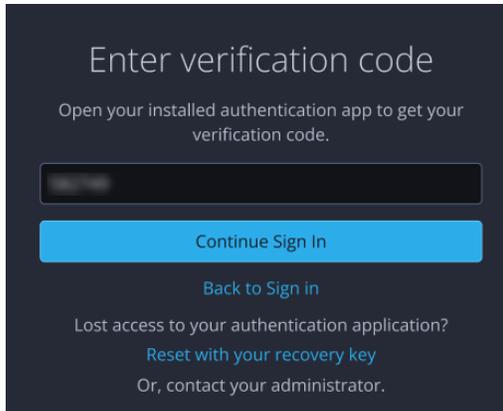
Note: The passphrase and recovery key will not be displayed again once you complete the setup. Store this information in a secure location to ensure that it can be retrieved in case you need to change your MFA configuration to access Stratus Imaging Share. You can later change your passphrase, if required.



6. Click **Complete Setup**.



7. When the message is displayed that multi-factor authentication setup is completed, click **Continue to Application**.
8. At the prompt, enter the verification code from your installed authentication application and click **Continue Sign In**.



Tip: If you are using a mobile device to access Stratus Imaging Share, refer to the following resources for guidance switching between your browser displaying the verification code prompt and your installed authentication application displaying the code:

iOS: <https://support.apple.com/en-us/118408>

Android™ platform: <https://support.google.com/android/answer/9079646?hl=en>

Add your information and start using Stratus Imaging Share

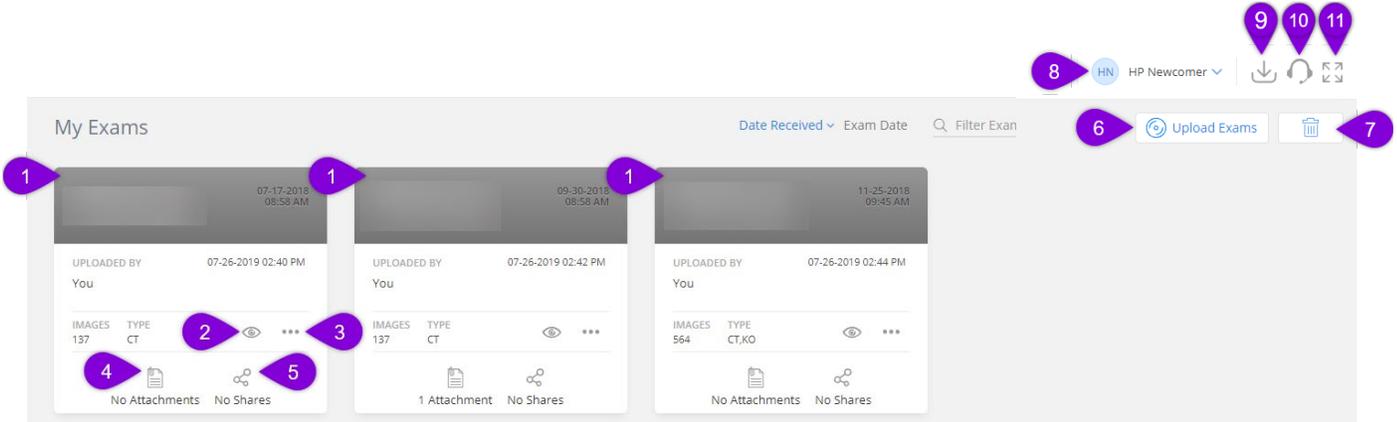
1. On the Welcome page displayed in Stratus Imaging Share, enter the requested information and click **Dive In**.

Note: The entered information must match the information on file with your doctor.

2. A message is displayed with an invitation to start a tour of the application. Click **Start Tour** or to start using Stratus Imaging Share, click **Dive In**.



Navigate Stratus Imaging Share



Item	Icon	Description
1	Exam Card	Each card represents a separate exam. You can have multiple exams sent to you from multiple organizations, and all will be displayed in a tile format.
2	View	View images from your exam.
3	More Options	Download: The exam is added to the download queue. Delete: Deletes your exam from your main view.
4	Attachments	View attachments.
5	Share	Share your exam to a healthcare facility or professional who has a Change Healthcare Stratus Imaging PACS account; or to a friend or family member via email.
6	Upload Exams	Upload images from a CD or folder.
7	Delete	View and purge deleted exams.
8	My Account	Change account information or sign out of your account.
9	Download Queue	Download exams that have been dropped into your queue.
10	Support	Access support documentation.
11	Compact Mode	Reduces the page banner.



Update your account information

This section describes how to update your account information, if required.

Update your account details

1. On the product banner, click your name and select **My Account**.
2. On the **Account Info** tab, in the **Details** section, select **Edit**.
3. Modify the following details as required:
 - Date of birth
 - Name and contact information
4. Click **Save**.

Update your email address

1. On the product banner, click your name and select **My Account**.
2. In the **Email Address** section, select **Edit**.
3. Enter and confirm the new email address.
A confirmation email is sent to the previous and new email addresses.
4. To approve the change, select the confirmation link.

Note: You can optionally cancel the request or resend the confirmation email.

Update your MFA configuration

This section describes how to update your MFA configuration to access Stratus Imaging Share, if required.

Reset your MFA configuration

Note: To reset your MFA configuration, you must have the recovery key that you saved when you initially set up MFA. If you do not have your recovery key, contact the healthcare facility or professional who sent you the share.

1. Sign in to Stratus Imaging PACS and then, at the prompt to enter your verification code, select **Reset with your recovery key**.
2. Enter your recovery key.
3. Refresh your browser window and then complete the steps to set up MFA. See Sign in and set up MFA on page 2.



Change your MFA passphrase

When you set up multi-factor authentication, you are prompted to create and securely store a passphrase to be used if you need to contact the healthcare facility or professional who sent you the share to reset your MFA. You can change the passphrase if required.

Note: If you do not know your current passphrase, reset your MFA configuration to set up a new passphrase.

1. On the product banner, click your name and select **My Account**.
2. On the **Account Info** tab, in the **Passphrase** section, click **Edit**.
3. Enter your account password.
4. Enter your new passphrase.
5. Confirm the new passphrase.
6. Click **Save**.