

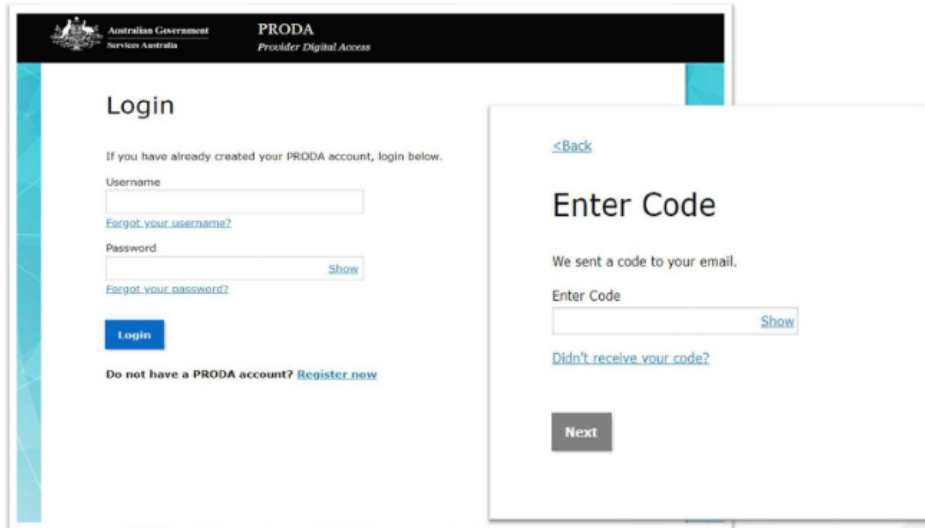
NASH SHA-2 certificate renewal

A NASH PKI certificate is required by healthcare organisations to access and use digital systems such as **My Health Record, Healthcare Identifiers Service, Electronic Prescriptions and Secure Messaging**. *These systems enable safe, secure and efficient patient care.*

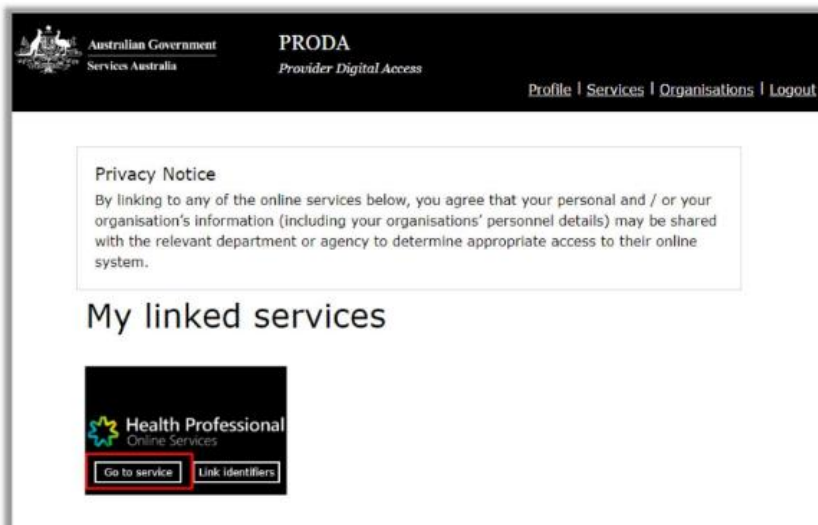
Most NASH certificates are SHA-1 and most expire on 13 March 2022 and will be replaced by a more secure SHA-2 NASH certificate. Your organisation may need to act now to ensure no disruption to these systems and patient care.

Please note: before you apply for your new NASH SHA-2 certificate, you will need to know your current clinical software version and the expiry date of your existing NASH certificate.

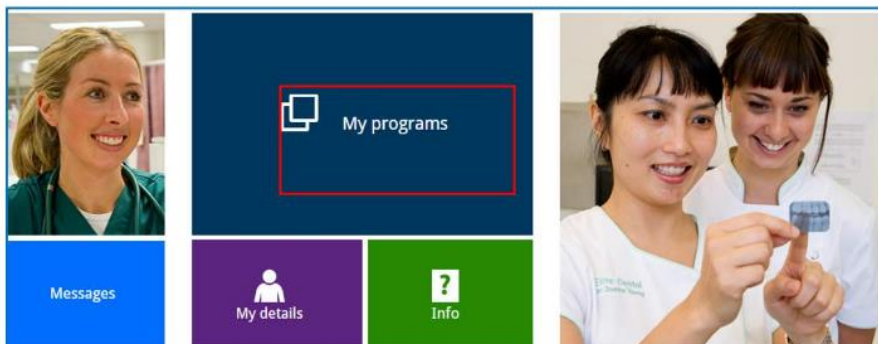
1. Login into PRODA and enter your verification code.



2. Select the *HPOS* tile



3. Select *My Programs*



4. Select *Healthcare Identifiers and My Health Record*



5. Select *Healthcare Identifiers – Manage existing Records*

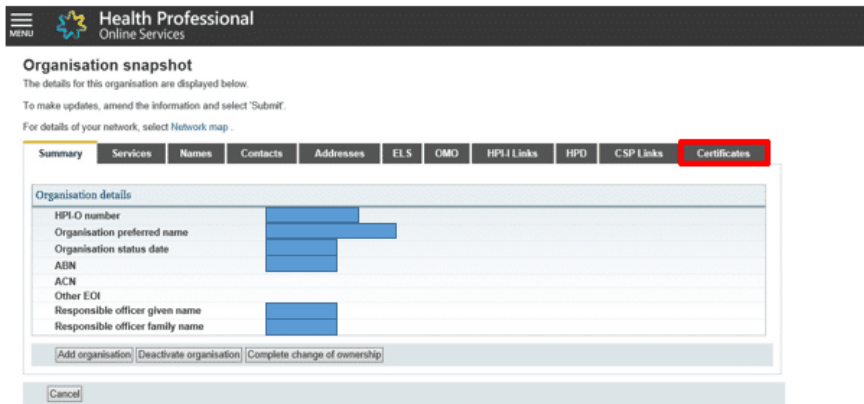


6. Select *My organisation details*

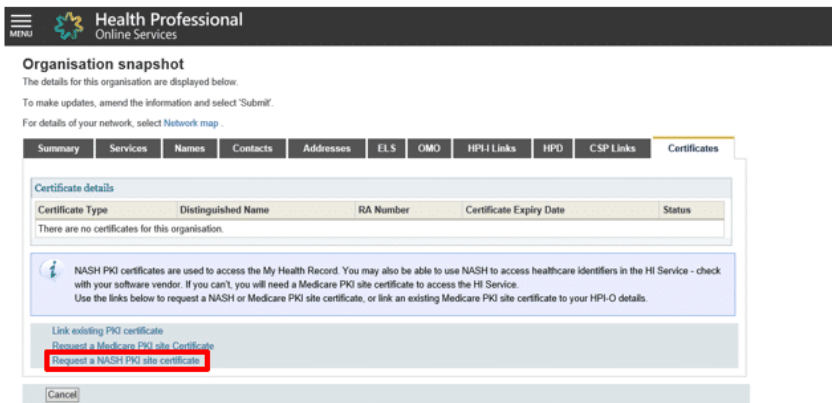


Figure6

7. Open *Certificates* tab



8. Select hyperlink *Request a NASH PKI site certificate* where there is no active NASH certificate existing and then select *Renew*.



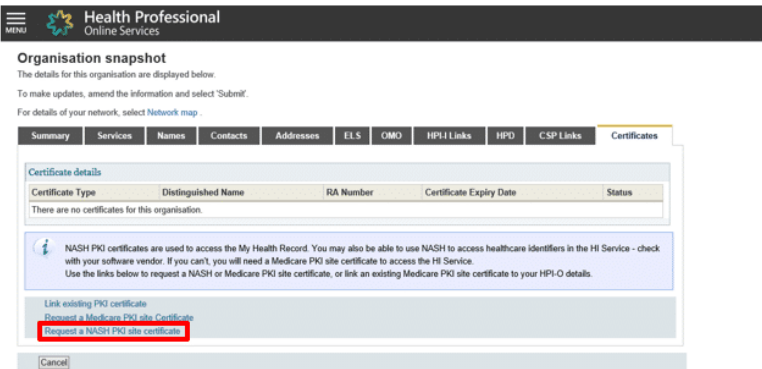
9. **If the NASH certificate is outside the renewal period:** The black *Request a NASH certificate* button shows if an organisation has an active NASH outside the renewal period.

If the NASH certificate is outside the renewal period healthcare organisations can wait until it is closer to the expiry date to renew.

If organisations wish to request a new NASH certificate even if outside the renewal period, they can revoke the current certificate in order to request a different one, or if it has been compromised, select *Revoke*. This is an unlikely scenario.

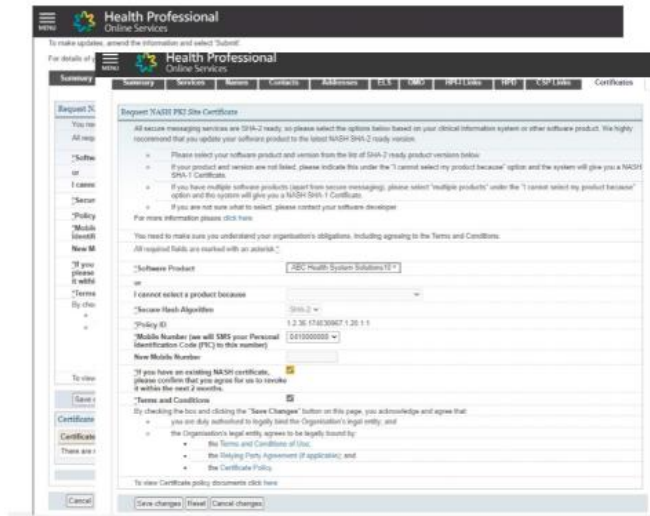


10. Complete the request form



11. For SHA-2 ready software products: Search for and select the software product in the drop down list.

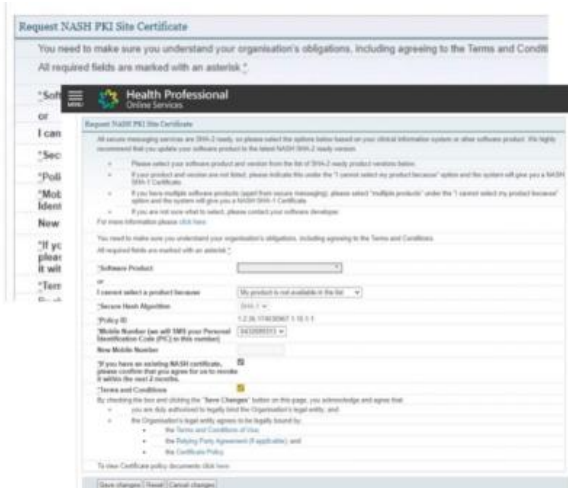
- The SHA-2 level will be automatically allocated for these software products.
- Complete remainder of form and click save changes.
- If the software product is not listed or multiple products are used, see the next step.



12. For renewing SHA-1 certificate if software vendor product is not ready for SHA-2: If the software product is not listed in the drop-down menu, then this indicates that the software product is not yet SHA-2 ready.

Proceed to renew the existing SHA-1 certificate before it expires.

- Select *My product is not available in the list.*
- HPOS will automatically allocate a SHA-1 level certificate.
- Complete remainder of form and click *Save changes.*



13. For organisations that use multiple clinical information systems e.g. Best Practice and Medical Director:

- Select *I need a certificate for multiple products.*

- You will automatically be offered SHA-1 by default.
- Complete the form and select *Save changes*.

Request NASH PKI Site Certificate	
You need to make sure you understand your organisation's obligations, including agreeing to the Terms and Conditions.	
All required fields are marked with an asterisk *.	
*Software Product	<input type="text"/>
or	
I cannot select a product because	<input type="text" value="I need a certificate for multiple products"/>
*Secure Hash Algorithm	<input type="text" value="SHA-1"/>
*Policy ID	1.2.36.174030967.1.20.1.1