

New User Registration

1. Open your internet browser and enter the following:

<https://www.khainfosuite.com>

2. Click on New User Registration

KHA InfoSuite

Please Login


Please enter your username and password. If you don't know your username or password, please contact an administrator at ciwarnick@kyha.com.

Username

Password

Sign In

Forgot Password

New User Registration 

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3. Complete the following information:

KHA InfoSuite

Registration

First Name

Last Name

Title

Email

Next | Login

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4. Select one or more facilities by using the Facility dropdown **–Select–**. Users in hospital systems are encouraged to choose all facilities within their system. Once you have selected a facility, click on the Assign button. You may then choose other facilities by repeating these two steps.

KHA InfoSuite

Registration

Show **All** entries Search:

Assigned Facilities

No data available in table

Showing 0 to 0 of 0 entries

If you are part of a health system, you may choose additional facilities within the system. This will allow you to save and access reports for the facilities listed.

Facility **-- Select --**

Facility or Corporate Office where you are personally located

Facility or Corporate Office **-- Select --**

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5. Next, select the facility where you are located by using the Facility or Corporate Office dropdown **–Select–**.
6. Once you have completed your selection(s), click on the Finish button.
7. You will then receive this screen message.

KHA InfoSuite

Registration Request Submitted

Thank you for your registration request. We will process your request and get back you to soon.

[Login](#)

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8. You will then receive an e-mail confirming your request.

From: khainfosuite.com
Sent: Wednesday, January 7, 2015 12:48 PM
To: *Your Name*
Subject: Dimensions User Registration Request

TO: *Your e-mail Address*

You are receiving this email because you registered for a Dimensions account and it is pending review.

Below is the registration information:
Name : *Your Name*
Email: *Your e-mail Address*

9. KHA staff will review your request and validate your authorization to receive access to the system, as well as validate the list of facilities you have chosen.
10. Once your request has been validated, you will receive an e-mail containing confirmation of your acceptance and a temporary password for your initial entry to the system. Upon your first login, you will be required to enter a permanent password in place of the temporary password.
11. On your entry to the system, you will be asked to affirm and accept the HIPAA Statement:

You are logged in as: Chuck Warnick (System Administrator)

A PROGRAM OF THE KENTUCKY HOSPITAL ASSOCIATION

KHA InfoSuite

HIPAAStatement

Statement of User Purpose

By accessing and querying the KHA InfoSuite system, I understand and acknowledge that I am accessing and querying patient protected health information protected by the Health Insurance Portability and Accountability Act of 1996 and its implementing regulations as well as other applicable laws and regulations. I represent and warrant that I will query the system for the following purposes **ONLY**: health care operations as defined in 45 CFR 164.501 (e.g., quality improvement, professional reviews, business management or planning), research, or public health. Use or disclosure of the information contained in the InfoSuite system for any other purpose, including but not limited to fundraising and marketing, is strictly prohibited and may result in termination of my personal access to the InfoSuite system, termination of my employer's access to the InfoSuite system, and/or civil and/or criminal liability for me or my employer. I agree not to try to identify any information I obtain from the InfoSuite system to a particular individual or to contact any individual to ask questions about the information I obtain (in the unlikely event I am able to discern their identity from the information on the system).

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Once you click on Affirm and Accept, you will be taken to the system's home page. If you decline, you will automatically exit the system.