

## MEMO

**Date:** January 27, 2026

**To:** **Medical Staff Required to Complete 2025 Attestation (see note in bold below)**

**From:** Dr. J. Francois, CMO, Shared Health

**cc:** Dr. C. Christodoulou, CEO, Shared Health  
S. Polz, Executive Director, PMAO  
RHA CMOs – please distribute as noted below

**Re:** **Medical Staff Attestation – Deadline Extension, Resources & Tips**

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Thank you to all members who have completed the 2025 attestation. We appreciate the time you have taken to assist us in the start up of our new medical staff attestation portal.

For those that have not had a chance to complete the attestation - the deadline has been extended one final time to the end of the day on Friday, March 20<sup>th</sup>, 2026, at which point the portal will be closed.

**ONLY those physicians, midwives, psychologists, dentists and oral surgeons with a start date prior to September 2024 are required to complete the process at this time.** Emails have been distributed to each of those medical staff members with their user ID. If you have not received your user ID, please ensure that you check your region issued email. We are receiving many undeliverable messages due to full mail boxes – so please ensure that you clean out your inbox. If you are aware of colleagues who fit the above criteria and have NOT received the communication regarding attestation, please forward this information to them and ask them to contact us at [pmaoattestations@sharedhealthmb.ca](mailto:pmaoattestations@sharedhealthmb.ca) for support.

A list of resources is attached, along with some helpful tips on signing up for/using the portal based on some of the inquiries received to date. Please read them before attempting to complete attestation via the portal.

**RHA CMOs** – please distribute this information via your regional distribution lists as well to ensure appropriate individuals receive the communication.

Thank you.

## **MEDICAL STAFF ATTESTATION PORTAL – RESOURCES**

The following attestation resources are available through the [Medical Staff - Health Providers](#) website. Please click on the section titled: **Attestation Process for Medical Staff**, or use the links below:

- [Frequently Asked Questions](#)
- How-to Videos
  - o [Logging into the Attestation Portal](#)
  - o [Completing attestation](#)
- [Self-Registration Login Quick Reference Guide](#)

The link to the attestation portal itself is: [Sign in](#)

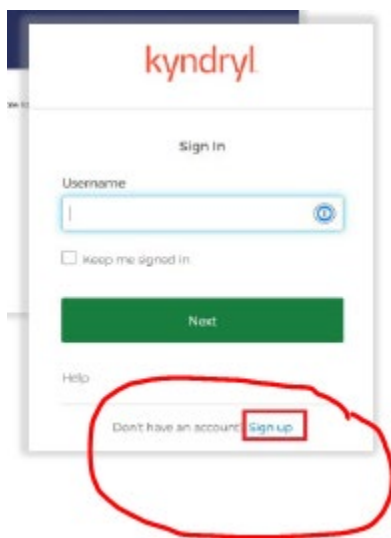
Support contacts:

- o Technical issues: [SH-Support@kyndryl.com](mailto:SH-Support@kyndryl.com)
- o Attestation process inquiries [PMAOattestations@sharedhealthmb.ca](mailto:PMAOattestations@sharedhealthmb.ca)

## **IMPORTANT TIPS**

### **Sign Up First!**

If using the portal for the first time - please make sure that you first “Sign Up” to use the portal (see pic below) and create a password for your account, using the email address (user name) that we have sent you in separate communications.



**Were you sent an @manitoba-physicians.ca email address as your user name but don't use it as your primary?**

- Your @manitoba-physicians.ca email address is active and in the background, linked to your primary email address within Shared Health, WRHA or NRHA.
- You don't need to access the @manitoba-physicians.ca email inbox separately to get your authentication email. Any emails sent to the @manitoba-physicians.ca email address would simply be redirected to you at your primary email address. For example, communications sent out by us to date would have been sent to your @manitoba-physicians.ca email address and you received those in the inbox of your primary email address.
- For this particular purpose – your @manitoba-physicians.ca email address is simply being used as a user name to access the portal, and because it's linked to your primary, you should receive the authentication email to your primary email account. If you do not receive the authentication email to your primary account, please connect with us at [pmaoattestations@sharedhealthmb.ca](mailto:pmaoattestations@sharedhealthmb.ca) for assistance.

**Two Factor Authentication:**

For security reasons, two factor authentication has been set up and you can use your Microsoft authenticator for this purpose. Once you reach that stage in the sign up process you will be prompted to choose Google authenticator or Okta Verify. Choosing Google authenticator will prompt you to scan a QR code (you can do this with your Microsoft authenticator app). Further instructions can be found in the registration guide referred to in the Resources section above.