CFA

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## CFA's Healthwatch Program - Historical Data Retrieval

The Healthwatch Program (HW) service has been provided by CFA Health Services Team to volunteer members since 2007. The database used to store individual's personal information collected from the HW Program is located on an external platform Heart-Track Online and managed by Modern Medical.

The current application is out-dated and unsupported and has been experiencing limited access and functionality for the past 12 months. The Heart-Track Online application will close down effective as of 14<sup>th</sup> January 2020. The Healthwatch Program service delivery will remain the same, however individuals will retain their own information and session results within a generic health programs booklet.

It is important to note that any personal information currently archived on the Heart-Track Online database will not be able to be transferred to the new application in the future, therefore if you would like to retrieve your historical information the following process will be available;

### Retrieving your historical data from Heart-Track Online

### If you know your Heart-Track Online login details:

- 1. Go to http://htonline.com.au:8080/HTO2/
- 2. Enter your username and password
- 3. Select Report and click on View Report
- 4. To print or email your report to yourself, use the icons at the bottom left hand corner of the page.



# If you do not know your Heart-Track Online login details:

- 1. Complete the request on the back of this form and return to: <u>healthwatch@cfa.vic.gov.au</u>
- 2. CFA Health Services, Health Promotion Coordinator will provide you with your new password for you to login and download your report using the four steps in the above section. It is recommended that the password is re-set within a timely manner.

### PLEASE NOTE:

• Data must be retrieved by member by 14<sup>th</sup> January 2020.



### **Ongoing Confidentiality**

Healthwatch records are collected and maintained in the HTOnline system by Modern Medical. CFA employees are not able to retrieve records on behalf of members. CFA employees only have access to de-identified data.

## **Password Re-set Request**

Name	Date
Volunteer Member Number	
Signature	
Signature	

Please send my re-set password to the below nominated email address / mobile number / postal address.

Email Address	
Mobile Number	
Postal Address	