

Hauora Plan Practice Setup

1. Purpose

The purpose of this document is to outline the steps to set up access to the Hauora Plan for general practice teams.

Setting up Hauora Plan access requires:

1. Staff Access to the System
2. Setting up the connection with your PMS

2. Process

The below steps outline the process to complete setup.

1. Request Access

Send email to help@tearapaeora.org.nz to request access to the Hauora Plan

All Clinical Staff will be given access to the Hauora Plan.

2. Sign Consent and User Agreement

When you have requested access, the team will send you a user agreement and PMS consent form (for Medtech practices only) to sign.

Sign and return the agreements to help@tearapaeora.org.nz

3. Setup Icon

Instructions will be sent to complete the setup within your PMS system.

This can be completed by an Administrator role (Practice Manager) in your practice and does not require IT support.

4. Training

Training resources are available on <https://tearapaeora.nz/hauoraplan>

You can also request a in-practice training with your staff. Please send a request to hch@tuora.org.nz

5. Start Hauora Planning

3. New Staff Access

New clinical staff added to Te Puna will automatically be added to access Te Ara Pae Ora/ Hauora Plan. Please contact admin-tepuna@tuora.org.nz if you require setup of additional staff.

4. Having trouble?

If you are having any issues, please contact admin-tepuna@tuora.org.nz or Tū Ora Service Desk