

Quick Guide: Workforce ESP Self Service from Home (Safari)

This guide will help you sign into Workforce ESP Self Service (Self Service) from **outside the Alberta Health Services (AHS) network** using the Safari browser on an Apple computer.

You may not have complete Self Service functionality depending on your operating system version.



The IT help desk cannot change your personal mobile device settings or provide support for non-AHS mobile applications.

Refer to **QuickGuide: Workforce ESP Self Service at Home (IE)** if you are trying to access Self Service from a PC computer.

Refer to **QuickGuide: Workforce ESP Self Service on Mobile Devices** if you are trying to access Self Service on a mobile device.

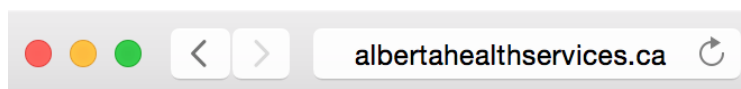
1 Launch Safari

1. Find the Safari icon on your Apple computer's dock
2. **Double click** the Safari icon



You must use **Safari v10.9 or higher** to access Self Service.

2 Open the AHS Workforce ESP Self Service Login Page



Launching Safari will open a browser window.

1. Type www.ahs.ca/esp in your browser bar
2. Press **Enter**

3 Select Your Region

The browser window will open the AHS external home page.

1. Select your Zone.

Access Workforce ESP – Self Service

For employees scheduled in the Calgary Zone

- [Access Calgary Workforce ESP – Self Service](#)

For employees scheduled in the Edmonton Zone

- [Access Edmonton Workforce ESP – Self Service](#)

For employees scheduled in the North, Central, South Zone

- [Access North, Central, South Zone Workforce ESP – Self Service](#)

4 Login to Workforce ESP Self Service

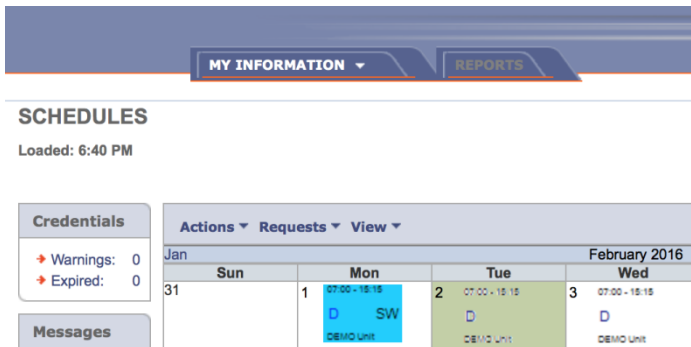
The Access Workforce ESP link will direct you to a Workforce Central log on page.

1. Enter your Alberta Health Services (AHS) network username and password
2. Press **Enter**




If you have been contacted with an alternate username and password for Self Service, use those credentials instead.

5 Finish



You are now in Workforce ESP Self Service.

Troubleshooting Workforce ESP – Self Service

Call your IT Service desk if

1. You need assistance with your AHS username and password, (users with multiple accounts will be forwarded to ESP Application Support for assistance during business hours)
2. You need help finding the Workforce ESP – Self Service login page
3. You encounter an error message not described in this guide.



The IT Service desk and ESP Application Support cannot change your device settings or support non-AHS devices.

Would you like a review of Workforce ESP Self Service functionality? Access **Workforce ESP Self Service** e-Learning module on MyLearningLink for a demonstration of how to login to ESP and use its basic functions.