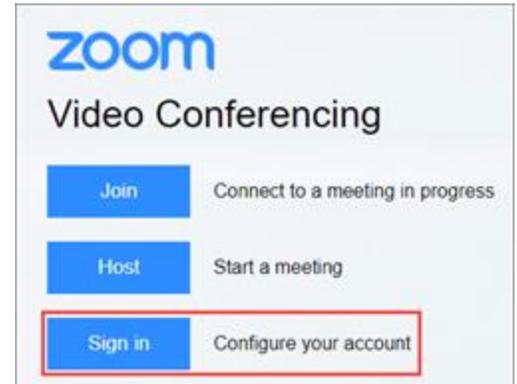


Access Your AHS Zoom Account

Create your AHS Zoom Account

If you do not already have an AHS Zoom account:

- a. Go to <https://albertahealthservices.zoom.us>
- b. Select **Sign in**
- c. Select your AHS email account. The email should end in “albertahealthservices.ca” and not include abbreviations.
- d. If prompted, accept **Permissions Requested**
- e. The Zoom Web Client (also known as Zoom web page) opens your Zoom account on the web browser
- f. To edit your profile, select **Profile** from the menu on the left. In the **Profile** under **License Type** it will list the type of Zoom account you have basic or advanced (licensed). Advanced (licensed) accounts only apply if requested and approved. Refer to the *Zoom Support Kit* on the [Virtual Health Insite page](#) or [Virtual Health AHS external page](#) for more information



This is the Zoom Web Client (Zoom web page) accessed through your web browser. The Zoom Client [app](#) (also known as the Zoom Desktop app) will automatically download when you start or join your first Zoom meeting. If it does not download automatically, the link to manually install the Zoom Client app (Zoom Desktop app) can be found [here](#).

Note: To easily locate Zoom on your desktop, pin the app to your desktop or taskbar. Further instruction to do this can be found [here](#).

How to Sign Into Your AHS Zoom Account

Note: If using a personal device with the Zoom app installed ensure you switch to your AHS Zoom account before using your existing app to schedule AHS meetings. Using the SSO – Single Sign On feature is critical to ensure that you are following AHS InfoCare privacy requirements for Zoom.

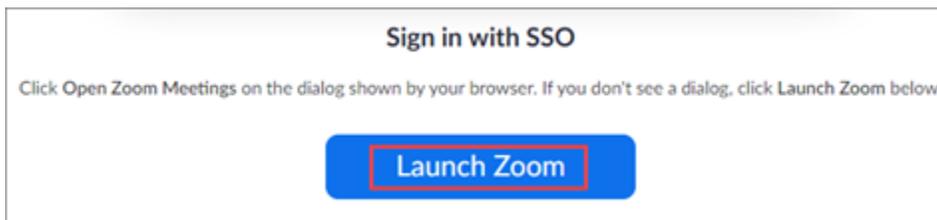
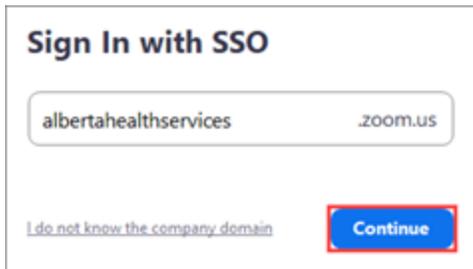
- a. If you have Zoom installed, open the Zoom Desktop app and select **Sign in with Single Sign On (SSO)**.



- b. Enter **albertahealthservices** (not ahs) in the Company Domain



- c. Select **Continue** and **Launch Zoom**



Please note AHS Virtual Health frequently reviews and updates documents. To ensure you are using the most current version, please download directly from the Virtual Health [internal](#) or [external](#) webpage at the time of use.