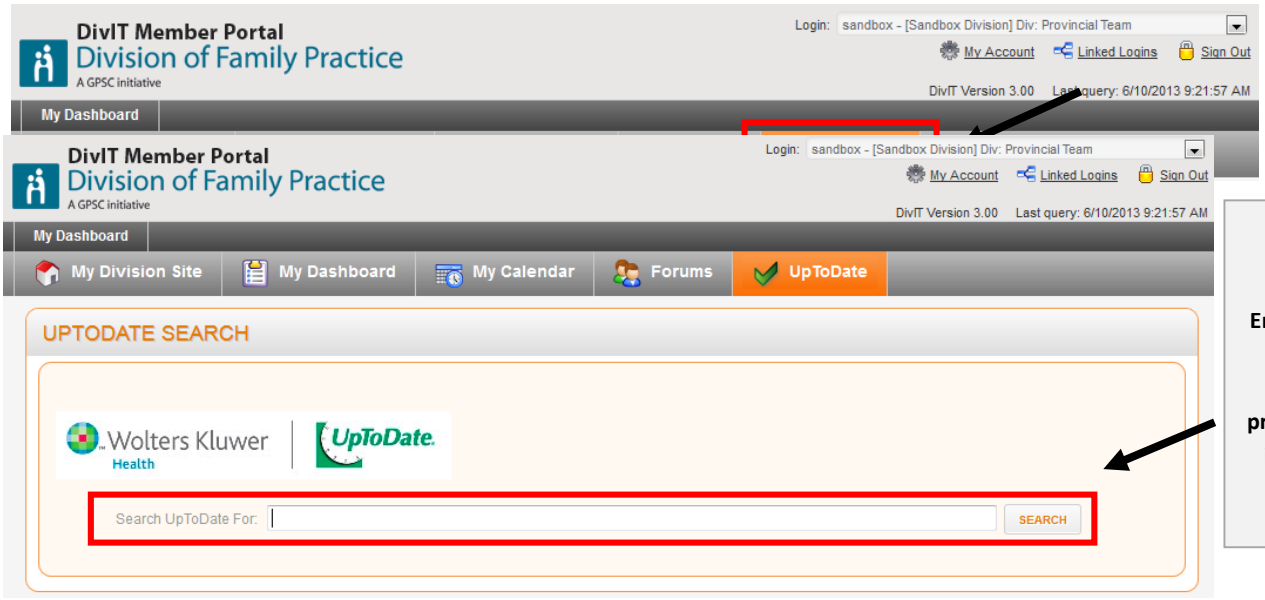
UpToDate Login, Registration, and Mobile Access Tip Sheet

How to access UpToDate through the Divisions of Family Practice website (DivIT)

1. Go to www.divisionsbc.ca or to your local division homepage and click on 'Member Login' at the top right-hand corner to log in to DivIT. If you have forgotten your password, click on 'Forgot Password' and enter your email address to be resent your login information. If you do not have a DivIT username and password, complete the online application to become a division member. The link to the application can be found on your local division's homepage.

2. Once you've logged in, click on the UpToDate link which is found in the gray navigation bar.



UpToDate Search:

Enter search, ie. Diagnosis, treatment, procedural, drug info question you want to search in

3. This link will take you to an UpToDate search window where you will enter your search, ie. diagnosis, treatment, procedural, drug question.

4. Click on 'Search' and you will be redirected to the UpToDate site. If you are not redirected, check that pop-ups are enabled in your web browser.

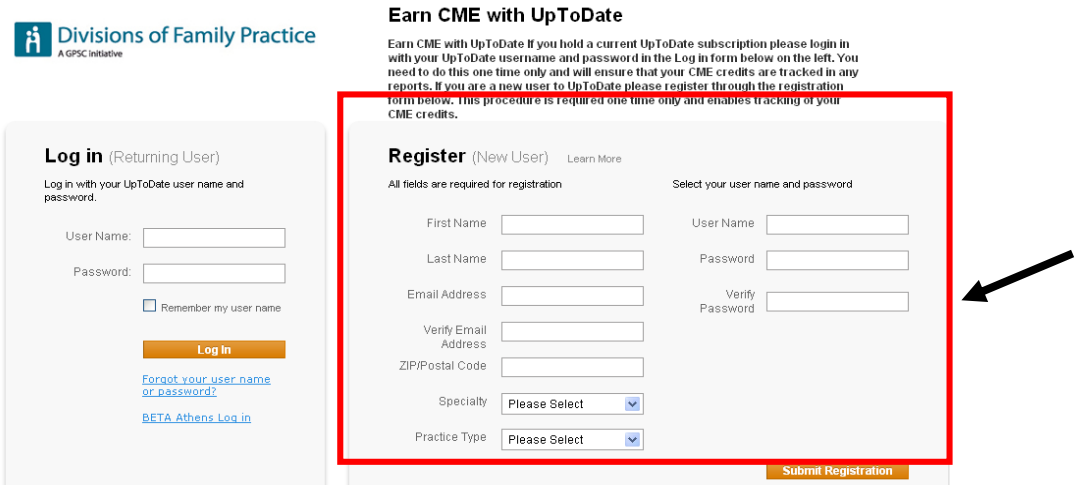
How to register for UpToDate

Registering for UpToDate allows you to earn CME credits when you research a clinical question. It also gives you access to UpToDate through your iPhone®, iPad®, Android™ device, or Windows 8 tablet by downloading the appropriate app.

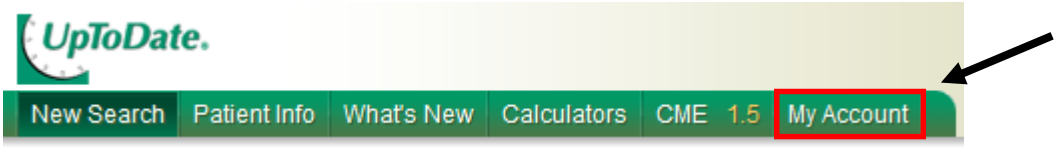
1. The first time you access UpToDate following your search, you will see the log in / register page shown below. You can:

    a. Skip this step and register later. You will still be able to search UpToDate and the system will track your CME credits, but you will not be able to submit your CME credits or access UpToDate through a mobile device until you register.

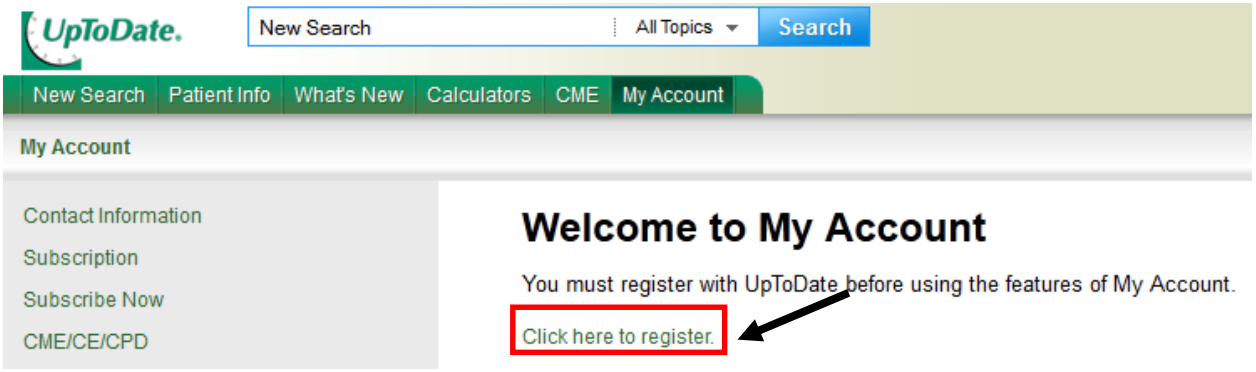
b. Log in with an existing UpToDate individual subscription username and password.
c. Register as a new user and create your own UpToDate username and password, separate from your Divisions of Family Practice username and password.



2. If you do not see the log in / register page you may click on the 'My Account' tab within UpToDate as shown below.



3. From the 'My Account' page, click on the 'Click here to register' button which will take you to a registration page.



4. Once you have registered with UpToDate, you will receive an email that includes your UpToDate username and instructions on how to access the UpToDate mobile app.

How to access UpToDate on your mobile device

1. Download the applicable app for your mobile device:

    - **iPhone® and iPad®:** Download the UpToDate app from the App Store.
    - **Android®**: Download the UpToDate app from Google Play.

2. Once the applicable mobile app is downloaded on your smart device, log in using the UpToDate username and password you received when you registered for UpToDate. **Important:** You are allowed access to UpToDate on 2 mobile devices.

How to maintain remote access to UpToDate

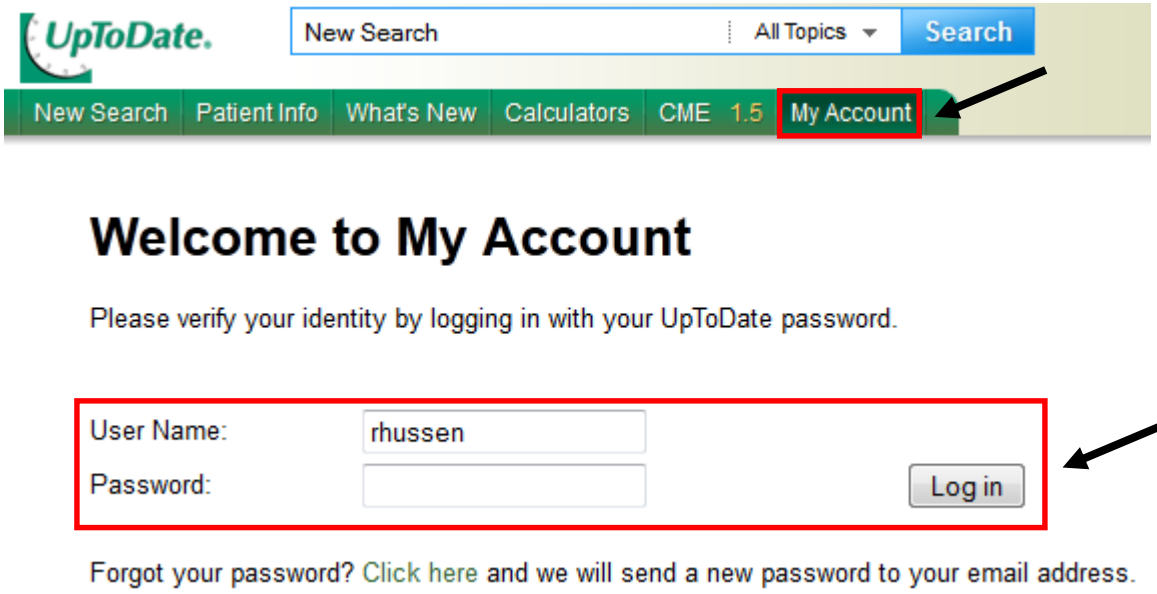
In order to maintain remote access to UpToDate™, UpToDate™ will need to confirm that you are still affiliated with the Divisions of Family Practice. Every 30 days during the beta testing period, you will be prompted to log in again. Once the full version of the app is available, this period will be extended to every 90 days.

1. Several weeks before your remote access to UpToDate expires you will receive a reminder email to verify that you are still connected with Divisions of Family Practice. When you receive the email, go to www.divisionsbc.ca or to your local division homepage and click on 'Member Login' at the top right-hand corner to log in to DivIT. If you have forgotten your password, click on 'Forgot Password' and enter your email address to be resent your login information.

2. Once you've logged in, click on the UpToDate link which is found in the gray navigation bar.

3. Enter a search in the UpToDate search window and click on 'Search' to be redirected to the UpToDate site.

4. Select 'My Account' from the green navigation bar then complete the information requested to verify your account.



For all UpToDate technical questions please call UpToDate Customer Service **1-800-998-6374**