Requesting a new QHN user is easy! Simply complete the form on our website. See below for more details.

⭐️ A New User Application will be sent to the Designated Organizational Contact. Then it will automatically go to the new User. The form will be sent via email utilizing the electronic signature service DocuSign.

⭐️ Please note: if you are a CRN user and/or a QHN and CRN user, you will notice a page two. Please enter the information indicated on page 2 as well. Call 970.248.0033 with questions or if you need help.

Request a New QHN User:

1. Go to qualityhealthnetwork.org

   Scroll down below the main image banner and click on the green “Request QHN New User” button.

2. Complete the required information, being sure to use an active and monitored email account, as the New User form will be directed to this email address. Click Submit.

Once the form is submitted, the person making the request will receive a reply email noting the request has been sent with a “case” number used for tracking purposes.
Request a New QHN User cont.:

New User Requests are typically responded to within one business day.

Prior to sending form via DocuSign, an email is sent to those who will be receiving the form explaining the DocuSign process.

The New User Application Form is sent directly to the designated org contact, and once completed, is sent to the User for whom access is being requested.

Click REVIEW DOCUMENT, and the window below will open.

Click CONTINUE, complete all required fields, electronically sign the form, and click Finish.

Once these steps are completed, the document is automatically sent back to QHN.

All signers of the request receive a copy via email.

QHN’s DocuSign emails are stamped with the QHN logo and sent by the Customer Support team. In this case, Cheryl Morris.

Please NOTE: Those receiving DocuSign forms are sent intermittent reminder emails.

DocuSign forms expire in 30 days.