## **WAserv Registration Guide**

Registration in the WAserv Volunteer management & notification system is **required** to be eligible for activation.

Uniform Volunteer Health Practitioners Act applies to volunteer health practitioners in Washington State **REGISTERED** with the Volunteer Health Practitioner Registration System (WAserv) **while a Governor emergency proclamation in in effect**. Key benefits of registration include validation of license credentials and provision of worker compensation liability protection.

**Registration Steps:** 

1. Go to <u>waserv.org</u> and select the button: Register for WAserv.



The registration process is multi-step but fairly intuitive. Please take note:

- The system provides guidance and correction during the registration process.
- All asterisked fields (\*) must be completed.
- 2. When asked to join an Organization, please select "COVID-19 In/Out State".



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After completing the initial fields, you will receive a registration confirmation screen.



- 3. Continue adding information to your profile.
  - a. In the occupations tab, please complete the following:
    - Select Medical or Non-Medical
    - Occupation
    - Occupation Professional Status
    - For licensed medical providers choose "Select"
    - Choose from the drop-down box the profession that most closely matches your certification
  - b. For current professional status <u>choose the status that most accurately reflects the status of</u> <u>your license</u>.
  - c. Complete the required categories in the professional license section include:
    - Name on license same as name provided in personal information
    - License Number
    - Issuing State or Jurisdiction
    - Expiration Date
    - License in Good Standing
    - License free of adverse actions and restrictions

<u>This step must be completed for each license you have held.</u> Use the "Add Another" box on the right.

- d. Please complete any other relevant other information for your profile, including any specialty areas you work in or certifications.
- 4. Congratulations your application is complete. Please log out of the system and be sure to remember your login and password. You will get an email with more information once your credentialing information is verified.

Questions? Please email <u>waserv2@doh.wa.gov</u>