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## **Accessing the REDCap Production Server and/or Secure Research Environment (SRE)**

Before submitting an application form to access the REDCap Production Server and/or SRE, please ensure that you have the following information available:

### **1. UMNNetID**

University of Manitoba staff and students are automatically assigned a UMNNetID. To claim your UMNNetID, please contact University of Manitoba IST (Information Services & Technology).

For non-University of Manitoba personnel, you can apply for a UMNNetID by downloading and completing the “Individual Sponsored Computer Account Application”. For more information, please visit:  
[http://umanitoba.ca/computing/ist/service\\_catalogue/access/accounts/2808.html](http://umanitoba.ca/computing/ist/service_catalogue/access/accounts/2808.html)

### **2. University of Manitoba Personal Health Information Act Certificate**

For the University of Manitoba Personal Health Information Act (PHIA) Certificate or Pledge of Confidentiality: Personal Health Information, please visit: [http://umanitoba.ca/access\\_and\\_privacy/privacy\\_training.html](http://umanitoba.ca/access_and_privacy/privacy_training.html)

Note: A PHIA certificate from the Winnipeg Regional Health Authority (WRHA) or other institution will not be accepted.

### **3. University of Manitoba Research Ethics Board Approval Letter**

Individuals seeking access to the SRE and REDCap Production Server require a research project approved by the University of Manitoba Research Ethics Board (REB). Please include a PDF copy of a valid REB approval letter with your application.