

HOW TO: REGISTER

Facility Engagement Management System (FEMS)

- 1. Log in to: https://fems.facilityengagement.ca or launch the FEMS mobile app. To download the App: search 'Facility Engagement' in your App store.
- 2. Click on Register or Sign Up on the mobile apps.
- 3. Select the facility (or facilities) where you work, add your profile information, and create a password. Use the same personal email for FEMS and VersaPay.



🗸 🖉 🔍 🖉 🥥 🐨 British Columbia Medical Association (Cana. Med. Ass 8.0	0	
Registration - Doctors of BC		
FACILITY		
ENGAGEMENT ACTEC UNIANT		
		_
Account Registration		
Personal Registration Survey	2	
	\prec	
FACILITY	<u> </u>	
Facility		
PROFILE DETAILS		
• User Type		
Select a User Type		,
• MSP Number		
Area of Practice/Department Area of Bractice/Department		
* Prefix		
* First Name		
a last Nama		
Last Name		

- Password must have at least eight characters, include a capital letter, number(s) and a symbol.
 e.g. Userpass12#
- Select where you want your claim payments directed, either to your company or your personal bank account. If a company bank account, provide additional information requested.
- 6. Click Next and complete the registration survey.
- 7. A confirmation email will be sent to you with a link requesting you verify your email address.
 - Click the link in your email and now you're DONE! Your FEMS account is now activated.

<form>

Need Help?

8.

604 638 4869

1 800 665 2262

femssupport@doctorsofbc.ca M-F 9am to 4pm File updated Jul 2017