

Adding a program in the Organisation Register in 5 easy steps

1. Log in to **PRODA** and select **Go to Service** under HPOS.
2. Select the **Organisation Register** tile.
3. Select the **Associated Sites** tab and then select the **blue hyperlink** with the Site ID for the Practice.

Note: Only one site ID is needed for all programs at that site.
(i.e. GPTP and MyMedicare).

4. Select the **Program Registration** tab and then select the **Add Program** button.
5. Select the **program** that you wish to apply for and select **Submit** and then **Save**.

