



Welcome to the Privit Profile for the NOJHL,

To gain medical clearance status at the beginning of every season, players are required to submit medical history, provincial health card #, and acknowledge league consent forms prior to participation. Below are instructions on how to register your profile online and complete all the required information. Take the time to thoroughly complete all your medical information as you will continue to update your profile in future years as a player. It is recommended that you **complete all your registration** from a computer or laptop. *(Complete all the information on your Home screen until the completion status bar turns from orange to green and indicates SUBMISSION COMPLETE)*

PLEASE NOTE - All players and staff are required to upload a copy of their COVID Vaccination Records for the 2022-23 season.

Contact Privit Support Desk: 1-844-234-4357 (Monday to Friday 8:00 AM to 5:00 PM ET) or contact our [Help Center](#) if you have any questions during registration.

Before you start, make sure you have the following information on hand:

- Email Address and Password (if you previously created an account)
- Personal Medical and Family History
- Primary Health Insurance (Provincial Health Card # with version code)

GET STARTED: click on this website nojhl.privitprofile.ca or enter it into your browser (Note: there is no www.)

Step 1: Returning Players – Click LOG IN and use the same email address and password from last season.

- You will need to verify your email address and primary phone number when registering
- After verifying your information, click on the blue the Home tab. This will direct you towards the Home page.

New Players - Click REGISTRATION to create an account with Privit. Make sure you select your role as “Player”.

Step 2: From the [Home](#) page, select the blue Update tab beside **JOINED TEAMS**. Simply check the box beside the team, then click the blue Done tab and you'll be taken back to the [Home](#) page.

Step 3: From the [Home](#) page, select the blue tab beside **PERSONAL DETAILS**. You will be taken to Section Answer the fields with a red asterisk, Complete 100% of all 4 sections. Click Save & Exit when finished. **Back on the Home page make sure the Personal Details is showing 100% complete.**

Step 4: From the [Home](#) page, select Start beside the **E-PPE QUESTIONNAIRE** and complete all **100%** of the 14 sections. For returning players, make sure you update any health history information that changed since last season as your doctor/physician will need to be aware of. Answer every question with a **red asterisk*** in all the sections. Click Save and Exit when finished. When complete, you will be taken back to the [Home](#) screen. **Make sure both Personal Details and E-PPE questionnaire show they are 100%**

Step 5: Click the START tab beside **PLAYER HANDBOOK & SUPPLEMENTS**. Review all the required information, click SUBMIT. Then click the blue SIGN tab.

Creating an Electronic Signature - A new message will appear, click the blue tab "Create New Signature".

New Players - A new message will appear, click the blue tab "Create New Signature". You can use the cursor on a computer or with your finger on a tablet device to create an electronic signature. Click SAVE and then DONE to return to the [Home](#) page. On the [Home](#) page underneath or beside the form click on SIGN and a new screen will open with your e- signature. Attest then click SIGN DOCUMENT. Click DONE to return to the [Home](#) page. On the Home page under this form, there will be a green check mark indicating *Signed by Player*.

Step 6: From the [Home](#) page, click the START tab beside the forms listed below. Complete all the required information within each required form and apply the corresponding e-signatures to the documents. **Required forms will appear on the Home screen depending on the team you're joined to and their age status:**

- **COVID VACCINATION** (New Player's Only) ([Player e-signature required](#))
- **CONCUSSION EDUCATION & POLICIES** ([Player e-signature required](#))
- **COVID WAIVER & RELEASE** ([Player e-signature required](#))
- **SOCIAL MEDIA POLICY** ([Player e-signature required](#))
- **SIGNED DOCUMENTS** - *Privit Profile Medical History Summary* ([Player e-signature required](#))

After everything is complete, on the player [Home](#) page underneath these forms there will be a green check mark indicating *Signed by Player*.

Step 7: For new players into the NOJHL your COVID Vaccination Record is required to be uploaded into your account.

Before uploading it, you will need to scan and save a copy of your vaccinations on to your computer OR take a photo of the form with your tablet or smartphone device or scan the. If you're using a smartphone or tablet to upload, please open the internet browser on your mobile device and type in the NOJHL website nojhl.privitprofile.ca (NOTE no www.)then log in to your account.

1. From your [Home](#) page, scroll down to **UPLOAD DOCUMENTS** and click on [COVID Vaccination Record](#).
2. Click Choose File to search and select the document. (If you are accessing this page from a mobile device, you will be prompted to take a picture or select a photo of the document from the photo album.)
3. Click Upload.
4. You will be directed to the Manage Documents page. You should see the uploaded document and any other documents that have been submitted. Click the blue Done tab to return to the [Home](#) screen

For further assistance on uploading documents, please click [HERE](#).



Important:** After the required e-signatures have been applied to the necessary forms and all the forms have been uploaded, the **Completion Status** bar will turn green and indicate **Submission Complete**. If the status bar is still orange and indicating **Submission Incomplete**, hover your cursor to see what still needs to be completed. A staff member within the organization will update the “Pending” or “Needs Update” **Clearance Status** after your player’s profile has been cleared.