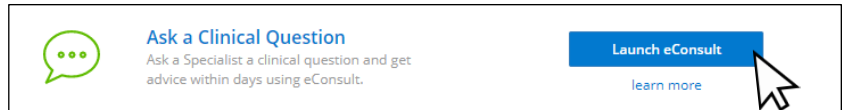eConsult is a secure web-based tool that allows physicians or nurse practitioners timely access to specialist advice for all patients, often eliminating the need for an in-person specialist visit.

Step 1:
Sign on to **OTNhub.ca** and click **"Launch eConsult"**
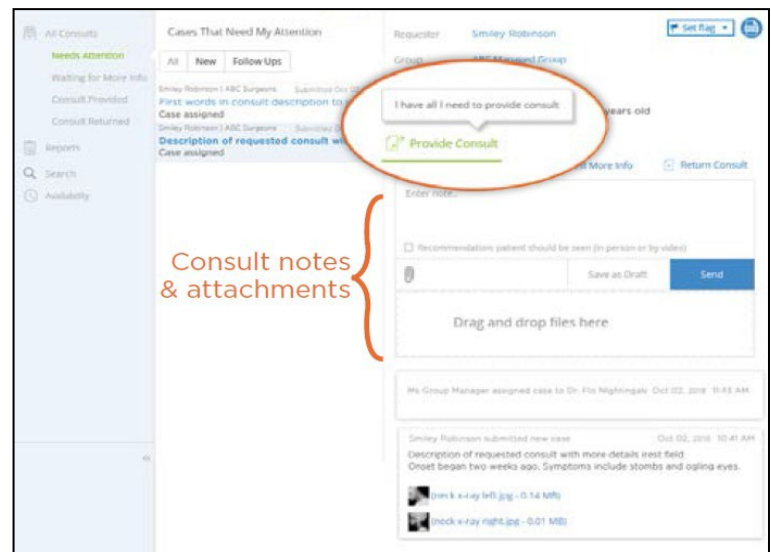

Step 2:
Cases which **Need Attention** will be listed automatically. Click on a case, and the case details will load on the right.

Review the case details and click on hyperlinks to view any attachments included.
Proceed in one of three ways detailed below:

Provide the eConsult

o Use when you feel you can provide a consultation based on the information provided
o Type your response, attach any relevant files and click "**Send**"
o Enter the amount of time spent on the eConsult. If you spent 26 minutes or more, enter in the specific number of minutes and enter a comment reporting the purposes for the length of time spent.
o To complete the eConsult, click "Ok"
o A success message is displayed, the status of the eConsult is changed to 'Consult Provided' and an email notification is sent to the requesting provider.

Request more information

o Use if after reading the case notes you need additional details or have questions for the requesting provider
o Type your note or question and attach any relevant files and click "Send"

Return the eConsult

o Use if after reading the case notes you decide you cannot offer a consultation.
o Identify the reason, leave any relevant comments and click "Return"

For more information contact eConsultCOE@toh.ca or 1-613-798-5555 ext 81545
For technical support, contact customercare@otn.ca or 1-855-654-0888 and press "2"