

PhilaSFTP (FTP) User Agreement

All new and current users of PhilaSFTP must complete a one-time user agreement.

The secure file transport portal (FTP), is a secure web-based application that acts as a conduit for secure communications and exchange of data between providers and the Philadelphia Department of Public Health (PDPH). The FTP can be accessed via the internet at <https://pdphftp.phila.gov/ThinClient/WTM/public/index.html#/login>.

Protecting the privacy and security of patient information is an important priority of the PDPH. All individuals granted access will be provided a username and password. Breach of confidentiality or the security requirements will subject the user to termination of electronic access to the FTP and may result in civil or criminal penalties for improper disclosure of health information.

Any unauthorized use of FTP is prohibited including sharing your FTP log in and password with others or using another person's FTP login.

User and/or entity must notify the immunization program if an account holder has left and needs their account terminated.

*Complete one form per user. All information is required. **Email completed forms to philavax@phila.gov***

Organization Name

Address

City

State

Zip

Last Name

First Name

Email

Phone

Fax

I, the undersigned, have read and agree to abide by the PhilaSFTP Confidentiality Agreement.

Signature

Date