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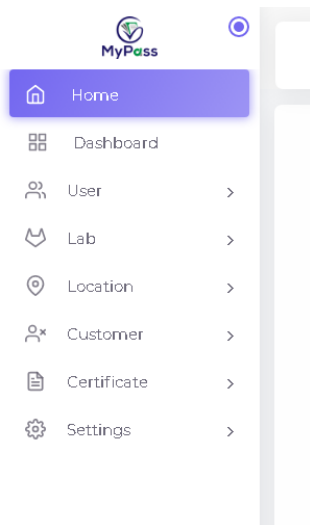
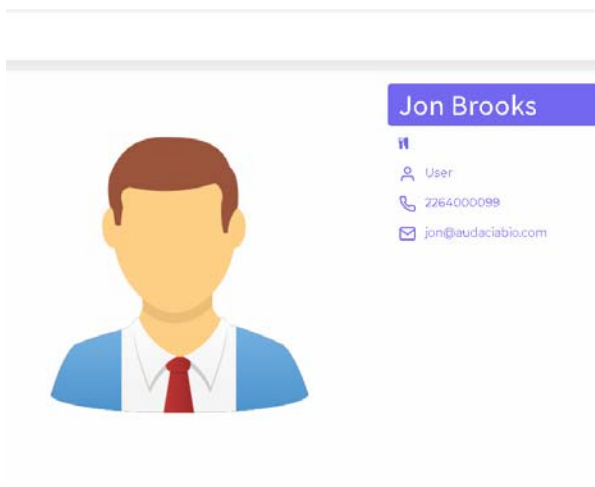
Welcome to MyPass Certificate Tool

Please sign-in to your account and start the adventure

jon@audaciabio.com

.....

Login



LOGGING IN

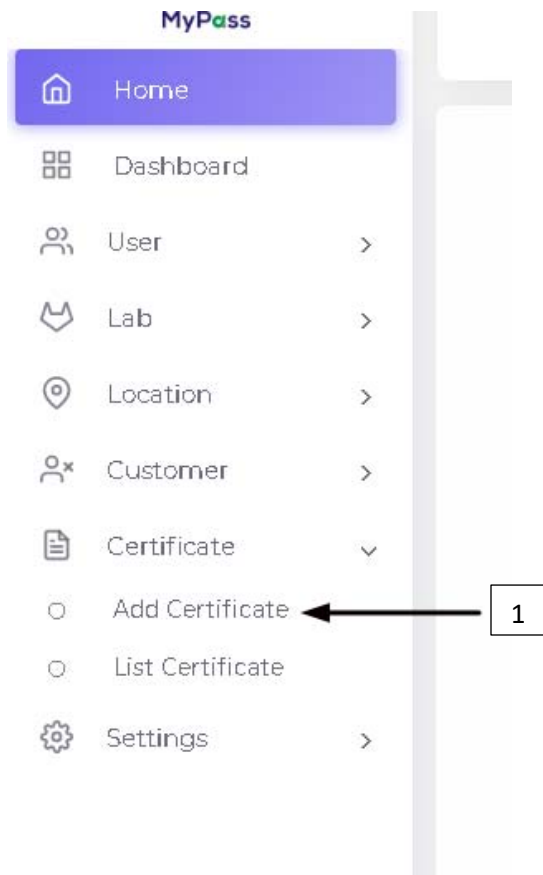
Visit mytraveltool.ca to access the login page. Once you have logged in, you will be directed to the Home section of the website.

From here you can see your basic profile information, and you can access the main menu.

The main menu presents all the options for the travel tool.

Protip – to keep the menu from collapsing, select the blue button next to the MyPass Logo





CREATING A TRAVEL CERTIFICATE

By selecting the Certificate option in the main menu, the sub-menu will open.

1. Select the Add Certificate option, to open the page for creating certificates.

From the Add Certificate page, you can either search for a customer, or enter the customer details.

Add Certificate

Generate A New Certificate

New Customer
Enter details and set customer

Existing customer
Search by name or Passport.
Select display and verify details
Set customer.

Search Existing Customer: Search by name or Passport

Search Result

Customer Details
(Fields can display search or Create New Customer)

Email Address

Last Name

First Name

D.O.B

Gender

Passport#

Collection Date Time

Certificates

Entries: 10 Search Here

ID	Ref. No	Email	Customer	Gender	Passport	Collection Date	Verification Date	Verified By	Actions
7	202080026	philip.olla@gmail.com	Phillip Olla	Male	5399ts	2021-08-10	2021-08-10	Jim	
6	2020809024						2021-08-09	Jim	Edit Delete
5	2020726023	philip.olla@gmail.com	Phillip Olla	Male	5399ts	2021-07-13	2021-07-26	Nurse	

PROTIP

Using the List Certificate option will allow you to edit a previously made certificate, without having to re-enter client information

Search Existing Customer: Search by name or Passport

Customer Details

(Fields can display search or Create New Customer)

Email Address

Last Name

First Name

D.O.B

Gender

Passport#

Collection Date Time

Search Result

Display

☐ Add Personalized QR Code

Set Customer

Search Existing Customer: Pen

Customer Details

(Fields can display search or Create New Customer)

Search Result

Jan Penfold

1

Email Address

Last Name

First Name

D.O.B

Gender

Passport#

Collection Date Time

Display

2

☐ Add Personalized QR Code

Set Customer

3

SETTING THE CUSTOMER'S INFORMATION

If the customer is already in the database, you can search them by name, or passport number.

Once the result is returned, select the correct name, and the customer's information will be displayed.

To enter the customer information

1. Enter the customer information.
2. Select if you want to add a customized QR code
3. Click Set customer to add the information to the database

PROTIP

The customer information can be entered at any time. By selecting the "set customer" option, it saves the information for retrieval at any time.

Location of Sample Collection

Sunshine Drugs(IDA Pharmacy - Sandwich)

Location Details

Company: Sunshine Drugs
Location Name: IDA Pharmacy - Sandwich
Address: 3211 Sandwich Street
City: Windsor
Administered By:
Verified: Jon Brooks

Dr. Chris Spirou

Set Sample and Lab

Location of Sample Collection

Sunshine Drugs(IDA Pharmacy - Sandwich)

Location Details

Company: Sunshine Drugs
Location Name: IDA Pharmacy - Sandwich
Address: 3211 Sandwich Street

Select Location

Sunshine Drugs(IDA Pharmacy - Sandwich)

Sunshine Drugs(Bayside IDA Pharmacy)

Dr. Chris Spirou

Select Lab

Dr. Chris Spirou

University of Windsor

Medical Laboratories of Windsor LTD

SETTING THE SAMPLE COLLECTION LOCATION

The sample collection location is the next section. It indicates where the sample was taken for the test.

If the location is available in the drop down menu, you can select the proper location and it will auto fill the details section.

If the location is not available, you can manually add it by entering the details and selecting Set Sample and Lab

To select the lab (if required), chose the appropriate processing facility of the test being taken. There is no way to input the lab manually, it must be added by an administrator.

PROTIP

If you have admin access, you can add a lab to streamline your workflow.

Just select the "Lab" option and the Add Lab Submenu, and fill in the details. The lab will now be available in the lab drop down when creating a certificate.

Test Results

Vaccine Status

- ☒ 2 Doses
- ☐ 1 Dose
- ☐ Data Not Available

Vaccine Dose 1

Product Name

Select

Date

Date

Vaccine Dose 2

Product Name

Select

Date

Date

PCR Test

- ☐ Positive
- ☐ Negative
- ☒ Not Administered

Antigen

- ☐ Positive
- ☐ Negative
- ☒ Not Administered

Antibody IGG

- ☐ Positive
- ☐ Negative
- ☒ Not Administered

Antibody IGM

- ☐ Positive
- ☐ Negative
- ☒ Not Administered

Set Result

SETTING THE RESULTS OF THE TEST

VACCINE STATUS

This tool has an option to set the vaccine status of the client, and it will display on the certificate.

If the client has a first or second dose of a vaccine, select the appropriate number. If the client has not been vaccinated, or chooses to not display their status, select Not Administered.

Select the product name of each dose, and the date of administration.

TEST RESULTS

The default status is Not Administered. Simply check the Negative or Positive results, and click "Set Result"

PROTIP

You can combine multiple tests into 1 travel certificate. If a client brings lab results from another company, you can verify those results, and include them on the certificate

Verification Date: _____

Verified By: _____

Company Audacia Bioscience

Location Name _____

Address 105-880 North Service Rd E

City Windsor

Signature Displayed



Set Verification

Verification Date: |

Verified By

August 2021						
Su	Mo	Tu	We	Th	Fr	Sa
25	26	27	28	29	30	31
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31	1	2	3	4

Company Audacia Bioscience

Location Name _____

Address 105-880 North Service Rd E

City _____

Signature Displayed



Signature Displayed



Set Verification

VERIFICATION OF RESULTS

The verification section is for the person who has visually validated the results of the test, has visually seen the vaccine dose receipts, or any 3rd party test results.

The verification information is automatically filled in, and reflects the person who is logged into the tool.

To verify a results, simply select the date of verification, confirm the Company, Location, Address and City. Ensure that the signature is the correct one, and click Set Verification.

PROTIP

You can change the information in the Verification section by editing your profile. You can edit your profile by clicking on the profile picture in the top right

Jon Brooks
User



-  Change Profile
-  Change Password
-  Logout

Preview Certificate

2021/08/13/2021/380496467.pdf

AUDACIA BIOSCIENCE MyPass Canada

880 North Service Rd, Suite 305
Windsor Ontario Canada N9B 3B6
C380ndb.ca

International Travel Certificate

NAME: Phillip Olla
Passport Number: IIR1234
Date of Birth: 07/30/2021
Gender: Male Male
Collection Date: 08/13/2021 10:21

LOCATION OF SAMPLE COLLECTION:
ISA Pharmacy - Sandwich
2211 Sandwick Street, Windsor
Sunshine Drugs Family of Pharmacies

PROCESSIONS LABORATORY:
Dr. Chae Igman
15278 Tecumseh Rd. E., Suite 205 Tecumseh, ON N9N 3T6 Tecumseh Manning
Medical Centre

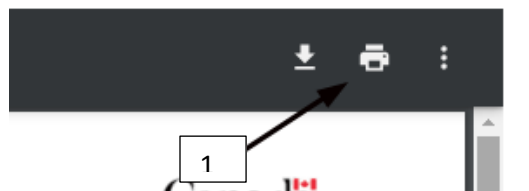
Molecular tests have been performed using the Seegene Alphas 2019-nCoV real-time reverse transcription polymerase chain reaction (RT-PCR) Assay. Medical Laboratories of Windsor is a ISO15189 PLUS accredited laboratory.

VACCINE STATUS
Fully Vaccinated
Dose 1 BioNTech, Pfizer : 08/01/2021
Dose 2 BioNTech, Pfizer : 08/13/2021

MOLECULAR BIOLOGY (RT-PCR) RESULTS
SPECIMEN SOURCE: NASOPHARYNGEAL
SARS COV-2 (COVID-19) NUCLEIC ACID TEST RESULT BY RT-PCR:
Not Administered-COVID-19 Virus Not Administered detected by real-time PCR

SEROLOGY TEST RESULTS:
COVID-19 IGM Antibody Test performed by Colibac Gold method using Venous blood Results:
IGM: POSITIVE IGG: POSITIVE

Edit Certificate Send Email Cancel



Edit Certificate

Send Email

Cancel



The certificate has been successfully sent to Phillip Olla at
phillip@audaciobio.com on 08/13/2021 10:52:14

This record has been stored

Create New Certificate

Edit Certificate

Send Email

Cancel

PREVIEW AND SEND THE CERTIFICATE

Once you have filled out the form completely, you can preview the certificate before you send it. Click on the preview certificate.

When you preview the certificate, you are able to see all the information, and how it will appear exactly when emailed or printed.

The certificate is generated as a PDF, and can be printed directly from the preview window, and then emailed as well.

If you need to correct information on the certificate, select Edit Certificate. If you're ready to send the certificate via email, click on Send Email

It will send an email to the address provided in the client details, and return a confirmation of sending.

PROTIP

Clicking on Create New Certificate will open a clean client record, so you can stack results and send them one after another. If someone wants a printed copy after the email, select the "List Certificates" in the side menu

