



How to Initiate Secure emails to Palomar

from a non Palomar Health address

Open your internet browser and go to <https://securemail.palomarhealth.org/encrypt>

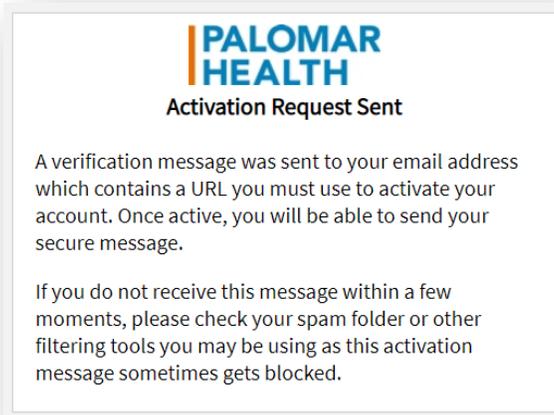
If you are a first time user to the Palomar Health Email encryption portal, you will need to create your account. Fill out your email address to proceed

The screenshot shows the Palomar Health Secure Email login page. At the top is the Palomar Health logo and the text "Secure Email". Below this, it says "Please provide your email address to proceed." and "First time here? You'll be asked to register." There is a text input field labeled "Email Address" and a blue "Continue" button at the bottom.

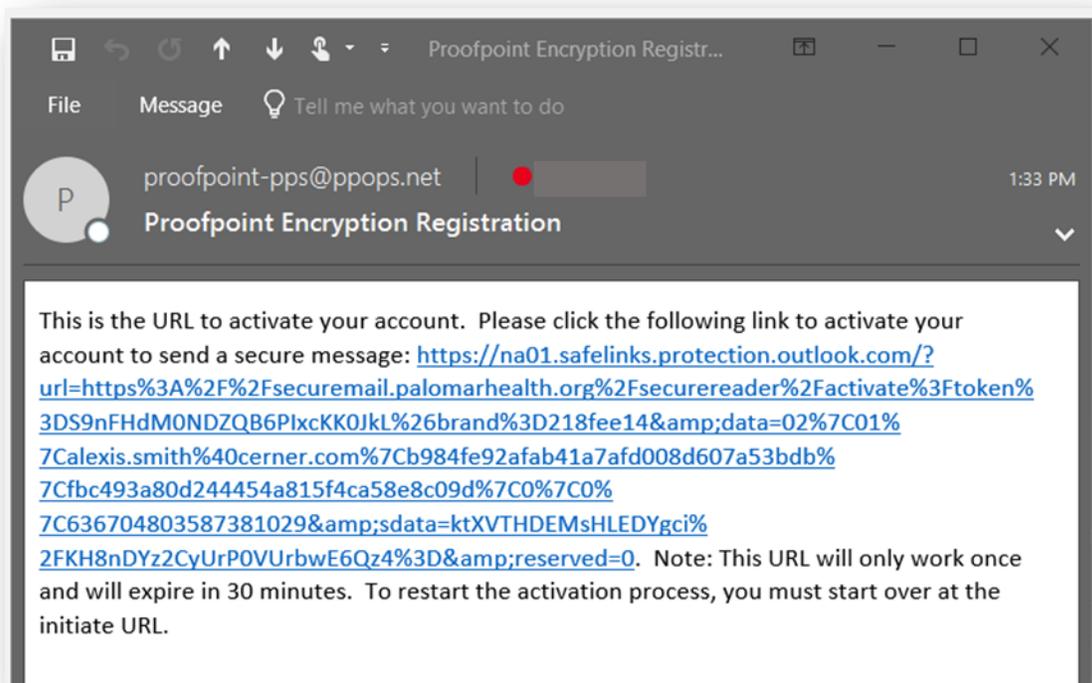
If your email is not associated with an account already you will register on the next screen.

The screenshot shows the Palomar Health Registration page. At the top is the Palomar Health logo and the text "Registration". A yellow box titled "Password Policy" contains the following requirements: "Passwords must be 7-20 characters long.", "At least one digit (0-9) is required.", "At least one symbol character is required.", and "Your username may not appear in the password." Below this, it says "Create your account to read secure email." The registration form includes fields for "Email Address:" (with a masked email), "First Name:", "Last Name:", "Password:", "Confirm Password:", "Question:" (with a dropdown menu showing "Your first car"), and "Answer:". A blue "Continue" button is at the bottom.

You will then be prompted to Activate your account by navigating back to the email with which you registered

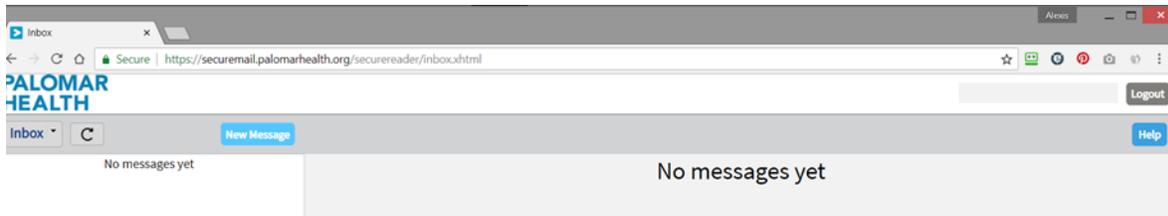


Click on the URL within your registration “Proofpoint Encryption Registration” email from proofpoint-pps@ppops.net

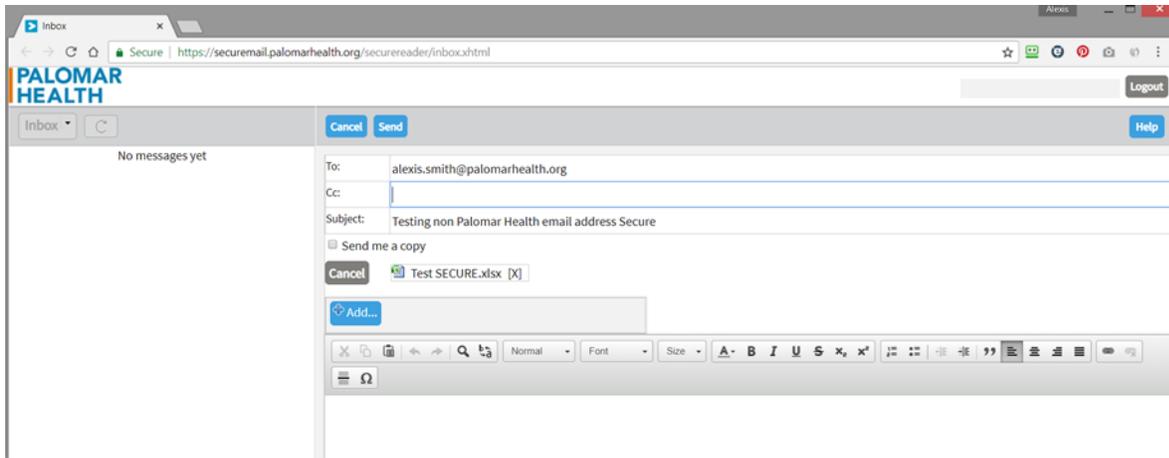


Click on the URL within your registration “Proofpoint Encryption Registration” email from proofpoint-pps@ppops.net. You will then be directed your inbox

Click on “New Message”



Compose your message and make attachments as necessary



NOTE: If you include a non-Palomar Health email address you will get an error message

