

NATIONAL CANCER SCREENING REGISTER QUICK START GUIDE

Participant Portal

The National Cancer Screening Register (NCSR) Participant Portal (Portal) is an online, self-service tool designed to streamline engagement with Australia's bowel and cervical screening programs for eligible individuals.

It allows users to securely manage their participation, view screening information, and update personal details.

What can I do on the Portal?

- View screening status and manage participation
- Update personal details and communication preferences
- Nominate a healthcare provider for each screening program
- View previous screening program-related messages
- Request a free replacement bowel screening test kit

How do I accessing the Portal

The Participant Portal is accessed via your myGov account, a simple and secure online way to access government services online in one place.

If you don't have a myGov account, visit:

my.gov.au/create-account

If you are accessing the Portal for the first time:

1. Log into your myGov account via my.gov.au
2. Select **National Cancer Screening Register** from the **Link a service** list available to you. You will then be asked to confirm your identity using one of the listed identifier documents. This is a once-off process.
3. Follow the instructions on screen to verify your identification and complete the Portal registration form. This is also a once-off process.

4. After reading the Terms and Conditions, click **Accept**. You will then be directed to the Participant Portal home page.

After completing this process, you will be able to access the Portal through your myGov account in the same way you would access your other linked online government services.

View screening status, manage participation and communication preferences

Select between the two programs (bowel and/or cervical – depending on your eligibility for either program) at the top of the page.

1. **View screening status:** The Program Details page will display your 'Last Screening' and 'Next Screening' information for the program you have selected.
2. **Manage participation and communication preferences:** There are several options available to you, including opt out or defer, order a replacement bowel screening test kit, cease correspondence, and update communication preferences.

Updating personal details

1. Select the program you wish to update (bowel or cervical)
2. Click on **My Details** where you will see options to:
 - update personal information
 - nominate a healthcare provider
 - update Indigenous and country of origin details

3. Select the details you wish to change and click **Update**.

You have the option to **update across both programs** before submitting the form.

4. Update your details as required. When completed, **review** and **submit** the form.

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QUICK START GUIDE

Participant Portal

View previous screening program-related messages

You can view the correspondence that has been sent to you via mail, directly through the Portal.

1. Select to the program you wish to view the messages from
2. Click on **Messages**

Order a replacement bowel test kit

If you are eligible to order a replacement bowel screening test kit:

1. Select the **Bowel** program tab at the top of the page.
2. Under **Manage Bowel Program**, select **Request Test Kit** and fill in the form.

Where can I find more information?

- Participant Portal walkthrough video
- [Participant Portal User Guide](#)

For more information about the National Cancer Screening Register, visit [NCSR.gov.au](https://www.ncsr.gov.au) or call **1800 627 701**.

For more information about the Australian government's cancer screening programs, visit [Health.gov.au/cancer-screening](https://www.health.gov.au/cancer-screening)