

Epic Access – First Time Login Tipsheet

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To access Epic, you will need to complete the following steps

- Reset temporary password into a permanent one
- Install and register the RSA Authenticator (SecurID) on your smart phone
- Log into Omnicare to access Epic

Reset temporary password into a permanent one

You or your manager will receive an email with your C number ID to their email address or to the requestor if no email address was received. The email will also contain your temporary password.

You will need to open a web browser and navigate to passwordreset.chs-mi.com and log in with your ID and temp password. It should then prompt you to update the password to a permanent one of your choosing.



Install and register the RSA Authenticator (SecurID) on your smart phone

You will need to register for the RSA Authenticator (SecurID) on your smart phone. The authenticator app will be available in their application store. Download the application then proceed to the website listed below.



First time activation

Open a web browser and navigate to:
<https://chs-mi.auth.securid.com/mypage>

**There have been issues reported with Internet Explorer so if you are getting "Unsuccessful Login" Try it in Edge or Chrome.*

Use your contractor email address to log in. Account requests that did not include an individual email address, please use [userid@intra.chs-mi.com](mailto:user@id@intra.chs-mi.com) for your login. Example c112341@intrachs-mi.com

To register, you can either open the RSA app and scan the Registration QR code from the <https://chs-mi.auth.securid.com/mypage> website or manually enter the following information:

Registration Code
 Email Address
 Organization ID: chs-mi

When you get a Registered Authenticators page, you are now ready to authenticate remotely.



* The <https://chs-mi.auth.securid.com/mypage> web page will only work if you are in the lower peninsula of Michigan. If you are logging in from outside of Michigan, you will need to contact the service desk for additional assistance 989-583-6014.

Log into Omnisca to access Epic

Once the temporary password has been reset and the RSA Authenticator is registered, you can proceed to log into Epic.

You can access Epic through this link:

<https://apps.chs-mi.com>

For additional assistance please reach out to the IT Service Desk.

Details

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