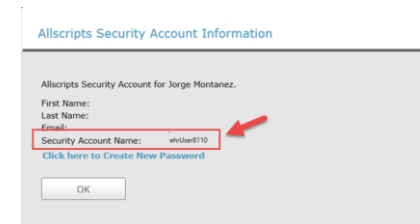


Before you begin, you'll need:

- A **Smart Device** (smartphone or tablet) for 2FA:
 - iOS 10.3+ **-OR-**
 - Android 6+
- Install the **ID.me Authenticator** app on your smart device
(See Step A for installation)
- Your **Allscripts Security Account (ASA) Username + Password**
(See Step B to reset)
- An **Individual Email Address** for registration
(Group/Shared emails are **NOT** allowed)
- For identity proofing, you'll need:
 - One of the following:
 - **Driver's License, State ID, Passport, or Passport Card.**
 - Social Security Number (SSN)
 - Mobile phone with camera and web browser.

B Reset Allscripts Security Account

- Sunrise:** Tools > Manage Allscripts Security Account
TouchWorks: EPCS > Manage Allscripts Security Account
ProEHR: Menu > Manage Security Profile

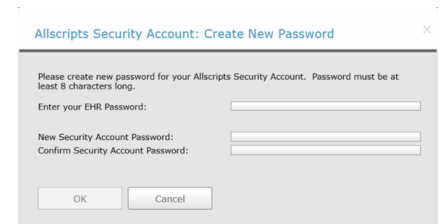


Allscripts Security Account Information

Allscripts Security Account for Jorge Montanez.

First Name: _____
 Last Name: _____
 Email: _____
 Security Account Name: eh10e8110
Click here to Create New Password

OK



Allscripts Security Account: Create New Password

Please create new password for your Allscripts Security Account. Password must be at least 8 characters long.

Enter your EHR Password: _____
 New Security Account Password: _____
 Confirm Security Account Password: _____

OK Cancel

Take note of **Security Account Name**.

Click on **Create New Password**

Enter your EHR Password

Pick a new **Security Account Password**

A Install the ID.me Authenticator App

Download and install the **ID.me Authenticator** App from Google Play or the Apple Store onto the Smart Device you will be using as your **2FA Authentication Device**.

The Smart Device must be running iOS 10.3+ **-OR-** Android 6+.



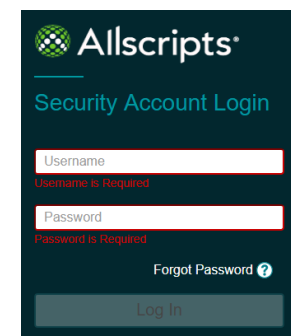
ID.me Authenticator

ID.me Productivity

Everyone

C Access the Allscripts CSP Management Site

<http://bit.ly/AllscriptsIndividualEPCS>



Allscripts®

Security Account Login

Username
Username is Required

Password
Password is Required

Forgot Password ?

Log In

Login with your
Allscripts Security Account



Allscripts®

CSP Accounts

CSP Name	CSP Account Name	CSP Account ObjectID	CSP Account LOA	Management Site
ID.me	aac0e62bb10c4d4a9d6a2c00a3250232	3a5869e6-d008-4f5c-8f95-d983d97b07c5	Level of Assurance 1	None

Connect to ID.me

Click on **Connect with ID.me**

1 Sign Up and Confirm Email

Click on **sign up for an account**
Supply your individual email and a password and click on **Sign Up**

Open your Email from **hello@id.me** and click on **Confirm Your Email**

CONFIRM YOUR EMAIL ADDRESS

Confirm your email address

2 Secure your Account

SECURE YOUR ACCOUNT

Scan this barcode

Open a code generator app like ID.me Authenticator or Google Authenticator on your phone or tablet and scan the QR code below.

Click "Continue" once you have successfully scanned the code with your device.

Go back Continue

3 Scan QR code

- Allow the App to use the phone camera.
- Click on the **+** to scan the QR code.
- Aim your phone camera at the QR code

4 Confirm your Device

Type in the 6-digit OTP code as it shows on the ID.me Authenticator App

Enter the 6-digit code

299656

Go back Continue

5 Recovery Code

YOUR ACCOUNT IS NOW SECURE

Recovery code

Generate recovery code

Continue

SECURE YOUR ACCOUNT

Save your recovery code

IDME-GLOI-AZIS-VTGU

I have copied the recovery code

6 Verify Your Identity

ID.me + Allscripts

VERIFY YOUR IDENTITY

There are several options for you to verify your identity and this process only takes a few minutes. You'll only need to verify your identity once.

We'll need your permission to use details from your credit profile and other public sources to verify your identity. Don't worry this won't affect your credit score.

Choose a verification method

- Upload photos of your license or state ID**
Upload photos of your driver's license or state ID, and enter your social security number. Then we'll confirm your identity with public records. [Start Now](#)
- Upload a photo of your passport**
Upload a photo of your passport and enter your social security number. Then we'll confirm your identity with public records. [Start Now](#)
- Upload photos of your passport Card**
Upload photos of your passport card and enter your social security number. Then we'll confirm your identity with public records. [Start Now](#)
- Answer questions about your credit history**
Tell us your name, address, phone number, birth date, and social security number so we can confirm your identity. [Start Now](#)

Choose Driver's License (or another option).

7 Verify with your Driver's License

ID.me + Allscripts

VERIFY WITH YOUR DRIVER'S LICENSE

Choose how to submit photos

In order to verify your identity, please make sure:

- Your driver's license is up-to-date
- Take photo in a well-lit flat surface

Take photos with your phone

Enter your mobile phone number, and we'll text you a link to take photos of your driver's license.

Enter your mobile phone number
+1 (878) 454-3254

Continue

Go back

Upload a photo with your mobile device or use an existing file from your computer.

8 Take Photos of your Driver's License

ID.me + Allscripts

TAKE PHOTOS WITH YOUR PHONE

Take photo of your driver's license

Tap "Choose file" to take a photo of the front side of your document. Then click "Continue" to proceed.

Choose File No file chosen

Continue

Click Choose File to take a photo.

9 Enter your SSN

ID.me + Allscripts

ENTER YOUR SOCIAL SECURITY NUMBER

Your Social Security Number is needed to verify your identity. We will never reveal your personal information without your permission.

Social Security Number

- ## -

Continue

Go back

SSN is required.

10 Confirm your information

ID.me + Allscripts

VERIFY YOUR IDENTITY

Confirm your information

We'll verify the information you've entered with details from your credit profile.

What does this mean?

Full legal name [EDIT](#)

First name Caleb

Middle name Michael

Last name Owens

11 Allow and Continue

ID.me + Allscripts

AUTHORIZING ALLSCRIPTS

Before we send you back to Allscripts, we need permission to share your verified identity information.

Please note that only information obtained from the verification process will be shared.

Allscripts will receive:

- Email
- First Name
- Last Name
- Middle Name

Allow

Deny

Click Allow to link your ID.me account to your Allscripts Security Account.

Your account is now ready to use for EPCS!

Using your 2FA in EPCS workflows

To use ID.me 2FA select the **Authenticator** in the OTP Device Type Drop-down when signing prescriptions or approving other prescribers.

Sign Prescription

User Name: BENDER Password: *****

OTP Device Type: **Authenticator** One Time Password (OTP):

Authenticate