Multi-Factor Authentication (MFA) for Remote Access to PeaceHealth Resources

Overview

What is MFA? When you log in to a PeaceHealth resource remotely, your password is the first authentication. MFA requires one or more additional methods of authentication, this may include receiving a verification code via text message or email, or a notification from a mobile app.

Initial Setup

You need access to a cell phone to register. In addition, you must be logged into a PeaceHealth computer that is onsite at a PeaceHealth facility or be connected to PeaceHealth via a VPN or CAG.

1. On your computer open the MFA portal in your browser:  [www.peacehealth.org/mfa](http://www.peacehealth.org/mfa)
2. If prompted to sign in, enter your {3x3}@peacehealth.org. Click ‘Next’ and on the next screen, enter your password.

3. First, enter your cell phone number to receive a verification code via text message.
Next, enter a personal email address, or select “I want to set up a different method” to set up security questions instead.

5) If you choose to use and email you will need to check your email for a verification email and click the link to verify.

**How it works:** When accessing a PeaceHealth resource remotely, after entering your password, you will be prompted to enter a code that you receive as a text on your mobile device.

**Mobile App Setup – Approve/Deny Prompt Option**

The mobile app provides a more streamlined and secure approach to MFA. In addition, the app allows for a backup to text message codes. You will first need to complete the initial setup before using the mobile app. download the *Microsoft Authenticator* application on your phone from the app/play store.

The instructions that follow describe the setup for using a prompt from the Authenticator app on your mobile device to approve access when logging in to a PeaceHealth resource.
1. Once you have downloaded and installed the app on your phone, go to the MFA portal in the browser on your PeaceHealth computer (www.peacehealth.org/mfa). Click “Add method” and follow the prompts.

<table>
<thead>
<tr>
<th>Security info</th>
</tr>
</thead>
<tbody>
<tr>
<td>Those are the methods you use to sign into your account or reset your password.</td>
</tr>
<tr>
<td>Default sign-in method: Phone - text +1 2062004829</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Add method</th>
</tr>
</thead>
<tbody>
<tr>
<td>Phone: +1 2062004829</td>
</tr>
<tr>
<td>Email: <a href="mailto:joshuamcclain1691@gmail.com">joshuamcclain1691@gmail.com</a></td>
</tr>
<tr>
<td>Security questions: ---</td>
</tr>
</tbody>
</table>

![Add a method](image)

2. You will be prompted to scan a QR code on your computer using your phone.

```
On your phone:  
On your computer:  
```

3. You will then get a notification pop-up on your phone to Approve this Change. Click ‘Approve’

```
Approve sign-in?  
PeaceHealth  
shawal2@peacehealth.org  

Deny  Approve  
```

Now when you sign into a PeaceHealth resource you will receive a notification on your phone.