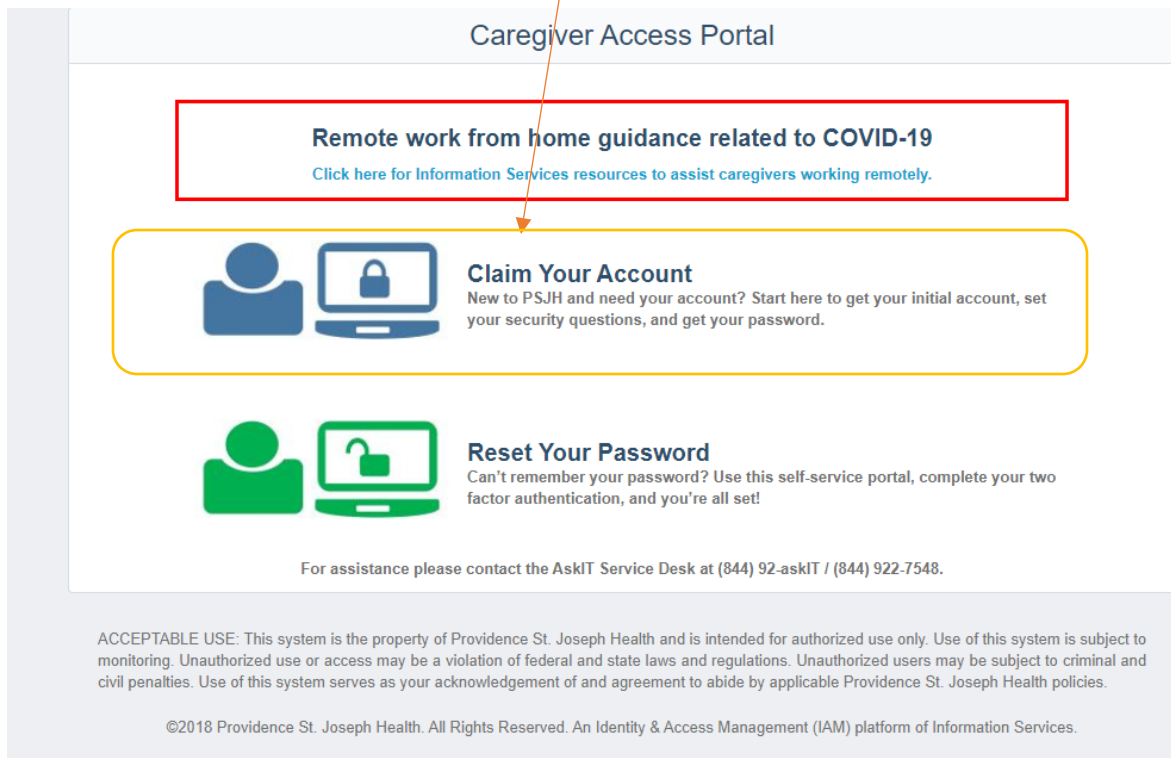


Instructions: High Reliability Training

For first time users

If this is your first time on Rise, then you will need to **set up your Profile**. Identify your job role and add a few skills.

If you do not have your UPN, you can Claim Your Account at <https://access.providence.org>



The screenshot displays the 'Caregiver Access Portal' interface. At the top, there is a red-bordered box with the text: 'Remote work from home guidance related to COVID-19' and a link: 'Click here for Information Services resources to assist caregivers working remotely.' Below this, there are two main options: 'Claim Your Account' (with a blue icon of a person and a laptop with a lock) and 'Reset Your Password' (with a green icon of a person and a laptop with an unlocked lock). At the bottom, there is contact information for the AskIT Service Desk and an 'ACCEPTABLE USE' policy statement.

Caregiver Access Portal

Remote work from home guidance related to COVID-19
Click here for Information Services resources to assist caregivers working remotely.

Claim Your Account
New to PSJH and need your account? Start here to get your initial account, set your security questions, and get your password.

Reset Your Password
Can't remember your password? Use this self-service portal, complete your two factor authentication, and you're all set!

For assistance please contact the AskIT Service Desk at (844) 92-askIT / (844) 922-7548.

ACCEPTABLE USE: This system is the property of Providence St. Joseph Health and is intended for authorized use only. Use of this system is subject to monitoring. Unauthorized use or access may be a violation of federal and state laws and regulations. Unauthorized users may be subject to criminal and civil penalties. Use of this system serves as your acknowledgement of and agreement to abide by applicable Providence St. Joseph Health policies.

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View the Screenshot on the next page.

Complete the “Account Claiming Page” with your name, birth date and last 4 digits of your SSN.

Welcome to the Providence St. Joseph Health Account Claiming Page

The account claiming process is three steps and will take up to 5 minutes to complete. You will be asked to provide some personal data, then you'll be asked to set up security questions/answers and finally to set a permanent password.

Please note -- you will **NOT** be able to log in to any Providence St. Joseph Health computer or system until **all** steps have been completed.

Please proceed below and provide the following information to claim your account.

ACCEPTABLE USE AGREEMENT:

This system is the property of Providence St. Joseph Health and is intended for authorized use only. Use of this system is subject to monitoring. Unauthorized use or access may be a violation of federal and state laws and regulations. Unauthorized users may be subject to criminal and civil penalties. Use of this system serves as your acknowledgement of and agreement to abide by applicable Providence St. Joseph Health's policies.

Legal Name

Please provide your **full legal first and full legal last name**.

Legal first name and legal last name are not case sensitive

Legal First Name *

Legal Last Name *

Date of Birth

Month * **Day ***

Last 4 Digits of SSN or National ID *

Input last 4 digits of National ID if you don't have SSN

Verify

If you have any issues with your sign-in, call 1-844-92-AskIT.

Once your Profile is set up then you can click the link again to access the High Reliability Training modules.

Go to:

<https://degreed.com/paths?path=caring-reliably----toolbox-for-everyone----non-employed-providers&id=1250111&orgsso=providencehealth&tltag=9dbe5e40-e638-41bf-bb9d-5acf7b9d968e>

For returning users

Sign in using your Providence UPN like you would for other applications when going to myapps.microsoft.com