

Enroll a Smart Phone for EPCS Duo MFA

EPCS now requires Multi-Factor authentication (MFA).

To use MFA, in addition to entering your userid and password you must use a registered device (usually a smart phone) as an authentication token.

If you have never registered a device in Duo security MFA, use these instructions to register a smart phone.

If you have registered a device for HS Apps (Citrix) or AnyConnect VPN then you do not have to register another device.

If you already have a device registered for HS Apps (Citrix) or VPN but want to register a different device for EPCS, do not use these instructions. Instead use guide "Enroll an Additional Device for EPCS".

If you have registered a device for O365, Banner, or CAS, you will need to reregister it for in the Health Duo system, these instructions will help you do that.

1. Access the HSMFA website at:
<https://HSMFA.ucdmc.ucdavis.edu>.
2. Click **Enroll EPCS VPN Citrix**.



UC DAVIS HEALTH

To improve our security posture, UC Davis Health has incorporated Duo Security as a multi-factor authentication solution to access EPCS, Office 365, VPN, HS Apps, and other applications from off-site locations. DUO helps to verify identification by combining username and password (something you know) with cell phone or landline (something you have). This ensures that you are the person trying to access your account.

Guides Enroll O365 Banner CAS **Enroll EPCS VPN Citrix** FAQ's

UC Davis Health MFA Self Service

3. Click **Proceed**.

Both EPCS and AnyConnect VPN require prior authorization for access.
Enrolling a device will **not** authorize access.

This portal is intended for users who are already authorized and need to enroll a device or change an existing enrollment.

If you are uncertain about your authorization status, contact the Technology Operations Center at [\(916\) 734-4357](tel:9167344357).

If challenged for a password, use your windows userid and password.
Do **not** put / in front of your userid.

HS Apps (Citrix), does not require preauthorization.

If you need authorization for **VPN**, apply at <https://www.ucdmc.ucdavis.edu/remoteaccess/downloadform.html>.

If you need authorization for **EPCS**, follow the procedure at https://intranet.ucdmc.ucdavis.edu/emr/projects/epcs_duo.shtml.

Note: The intranet.ucdmc.ucdavis.edu site is internal and can only be accessed from inside UC Davis Health.

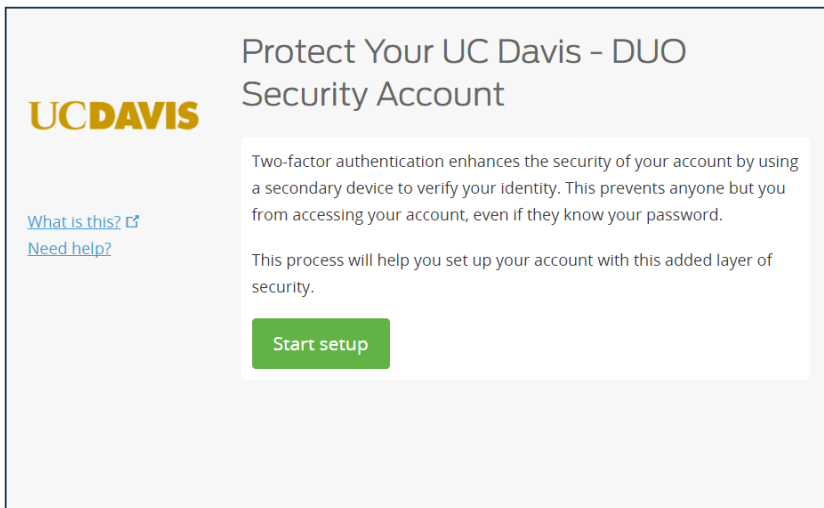
Prior Approval Warning

4. If you use a non-Microsoft browser, or if you log in from outside the UC Davis Health Network, you will be challenged for your login ID. Use your normal windows login credentials.



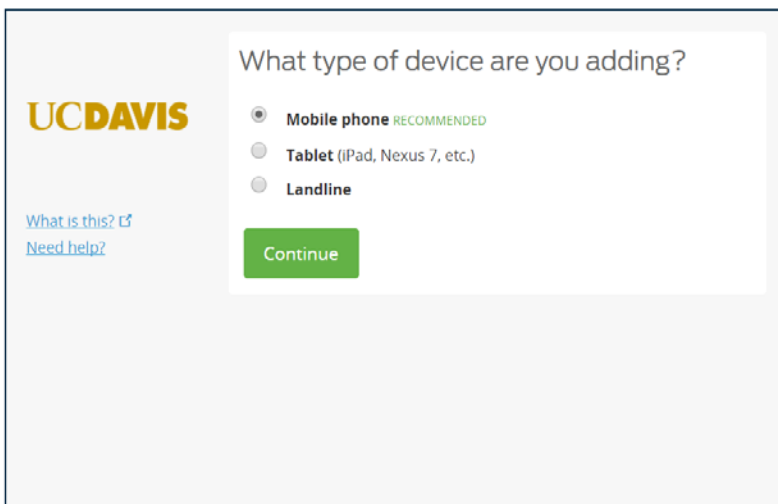
Forefront Login

5. Click **Start setup**.



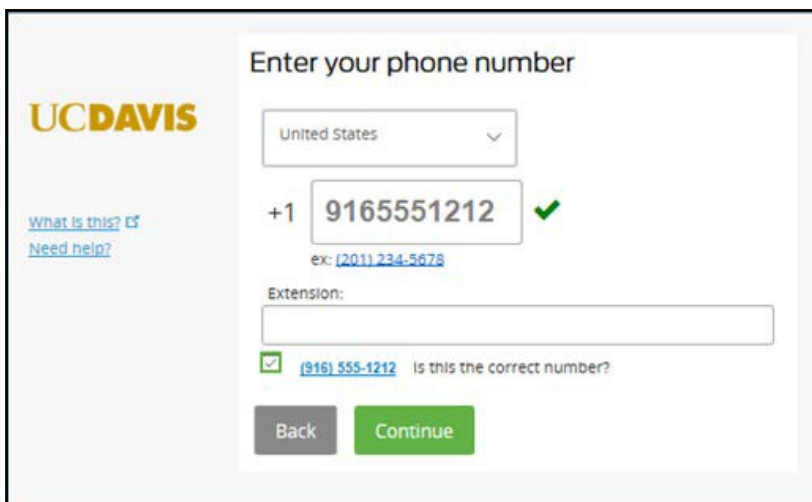
Start Setup

6. Select the device type being added and click **Continue**. (For this example, we add a Mobile phone.)



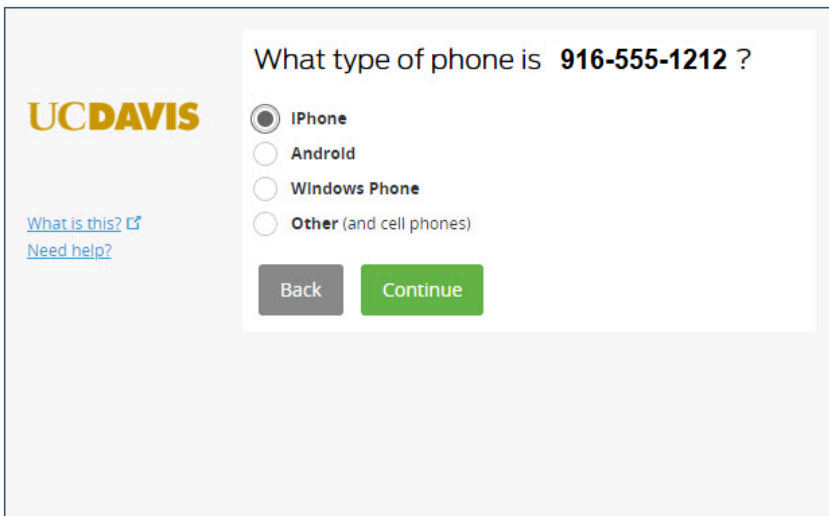
Select Device Type

7. Enter the phone number, click the checkbox to confirm the correct number, and then click **Continue**.



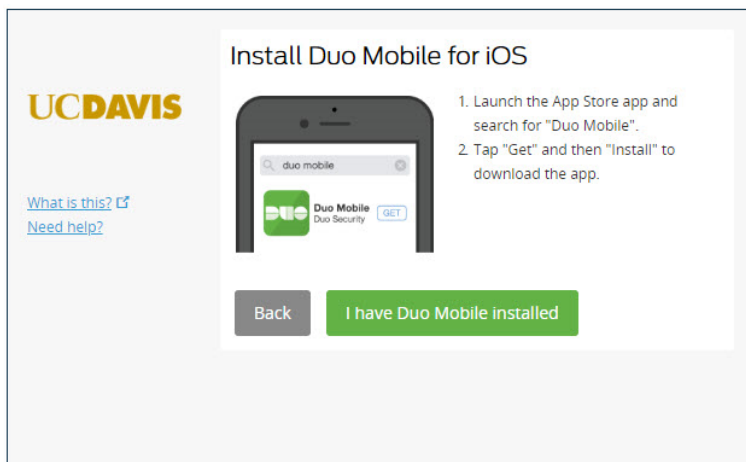
Confirm Number

8. Select the phone type, and click **Continue**.



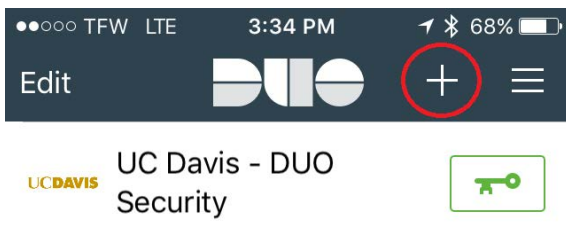
Select Phone Type

9. From your mobile phone, download the Duo Mobile app from your app store and install it on the phone. Allow notifications and camera access and leave all other settings at default. Then from your computer click **"I have Duo Mobile installed"**



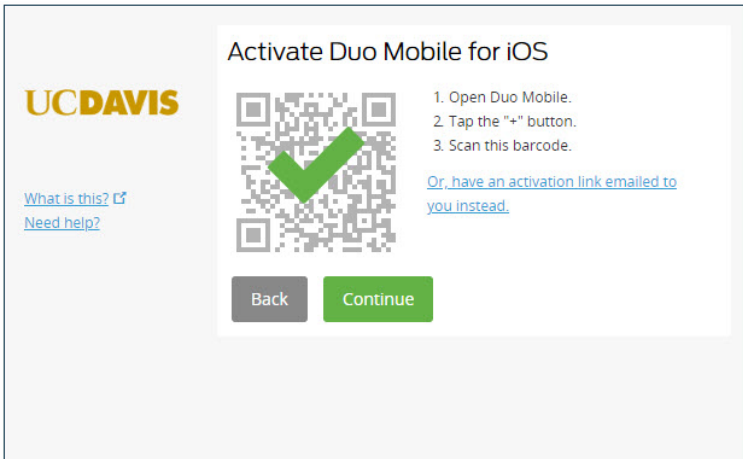
Install Duo

10. Open the Duo App on your smart phone and press the + in the upper right hand corner.



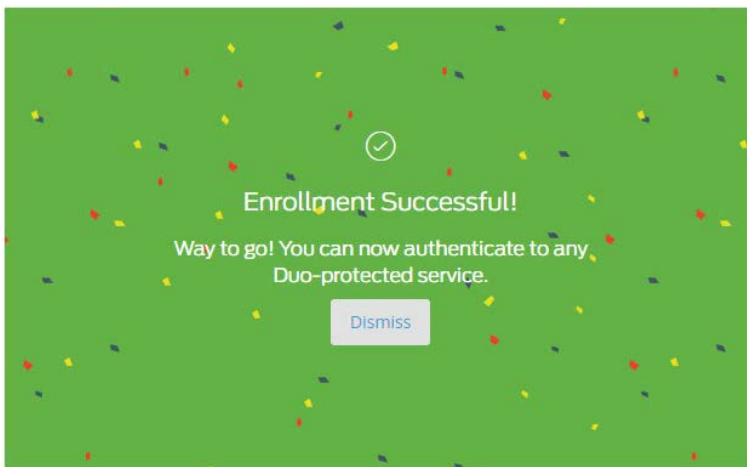
Add Account

11. Point the Mobile phone camera at the QR code on your computer screen until the green check mark appears. Then click **Continue**.



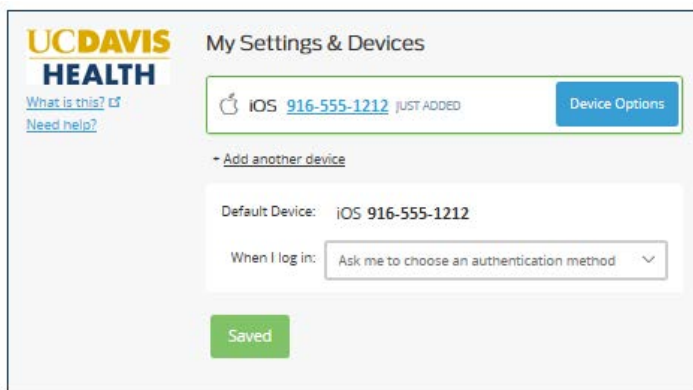
Register Phone

12. Click **Dismiss**.



Enrollment Successful

13. Verify that your phone number is correct, and select an authentication option for **When I log in**. Click **Save**, if you changed anything.



14. All Done. Close the browser tab or window.

NOTE: You can follow the same procedure to add additional devices, but you will need to verify your identity using the first registered device.