Enroll a (non-smart) Cell Phone in Duo for HS Apps

HS Apps Citrix now requires Multi-Factor authentication (MFA) when logging in outside of a Health System facility.

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 cell phone.

If you have registered a device for EPCS or AnyConnect VPN then you do not have to register another device.

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

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

There are separate guides for registering smart phones and land lines.

2. Click Enroll EPCS VPN Citrix.
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 (316) 734-4357.

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](https://www.ucdmc.ucdavis.edu/remoteaccess/downloadform.html).


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

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**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.
5. Your browser opens to the Duo Enrollment screen. Click **Start setup**.

6. You are prompted to select the type of device you are adding. Select **Mobile phone**, and then click **Continue**.

7. Enter your mobile phone number in the space provided.

8. After entering the phone number, a second field displays for you to confirm the number. Check that the number is correct, select the checkbox, and then click **Continue**.
9. Select **Other** as the type of mobile phone you are enrolling, and then click **Continue**.

10. The **Enrollment Successful** screen displays. Click **Dismiss**.

11. Verify that your phone number is correct, and select an authentication option for **When I log in**. Click **Save**, if you made any changes.

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