Physician Connect - Enroll a Smart Phone in Duo for HS Apps Citrix Connection

HS Apps Citrix requires Multi-Factor authentication (MFA) when logging in from outside of a UC Davis Health System facility. To use MFA, in addition to entering your user name and password, you must use a registered smart phone. This document provides step-by-step instructions to enroll a smart phone in Duo.

Step-by-Step

**Step 1: Download the Duo App to Your Smart Phone**

1. From the mobile phone, download the Duo Mobile app from your app store (App Store for Apple iPhones; Google Play for Android phones) and install it on the phone: Allow notifications and camera access and leave all other settings at default.

**Step 2: Enroll Your Smart Phone from a Desktop Computer or Laptop**

1. From a Windows desktop/laptop browser, access the HSMFA website at: [https://HSMFA.ucdmc.ucdavis.edu](https://HSMFA.ucdmc.ucdavis.edu).
2. Click Enroll EPCS VPN Citrix.

3. Read the next screen. When you are ready to continue, click Proceed.

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*Enroll EPCS VPN Citrix*

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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 530-752-4067.

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

Proceed

If you need authorization for EPCS, follow the procedure at [https://www.ucdmc.ucdavis.edu/remoteaccess/downloadform.html](https://www.ucdmc.ucdavis.edu/remoteaccess/downloadform.html).

If you need authorization for HS Apps (Citrix), does not require preauthorization.

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

Proceed

Revised 03/2020
4. If a **Forefront Threat Management Gateway** screen displays. You must log on using your UC Davis Windows login credentials:
   a. Enter your UC Davis Windows user name (do not enter a domain or use a backslash ( \ ) in front of your user name)
   b. Enter your password.
   c. Click **Log on**.

5. Click **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 your phone number and click **Continue**.

   ![Enter Mobile Number]

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

   ![Select Phone Type]
9. At the **Install Duo Mobile** screen, click **I have Duo Mobile installed**.

10. The **Activate Duo Mobile** screen displays with a QR bar code.
11. On your smart phone, open the Duo App and press the **Add Account** icon (+) in the upper right hand corner.

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

13. At the **Enrollment Successful** screen, click **Dismiss**.
14. At the **My Settings & Devices** screen, verify that your phone number is correct and select an authentication option in the **When I log in** field.

15. Close the browser to finish the process.

**How to Use Duo to Log Into HSAPPs Citrix**

1. Be sure to have the Duo-enrolled smart phone powered on and unlocked when you log into HSAPPs for Citrix.
2. After entering your user ID and password, the Duo app automatically contacts you using the authentication method selected in the **My Settings & Devices** screen during the enrollment process.
3. You must respond to the Duo contact in order to complete the HSAPPs Citrix connection.