

## KY REC Tip for the Kentucky Medicaid EHR Incentive Program (Promoting Interoperability)

### Identity & Access Management (I&A) System

What is the Identity & Access Management (I&A) System and why do you need it?

CMS uses several systems necessary for provider enrollment. The Identity & Access Management (I&A) System allows you to manage access for the following systems:

- Apply for and manage NPIs in the National Plan and Provider Enumeration System ([NPPES](#))
- Use [PECOS](#) to enroll in Medicare or update and/or revalidate your current enrollment information
- Register to receive [Electronic Health Record](#) (EHR) incentive payments for eligible professionals and hospitals that adopt, implement and upgrade, or demonstrate meaningful use with certified EHR technology.

All of the systems listed above use the same ID and Password.

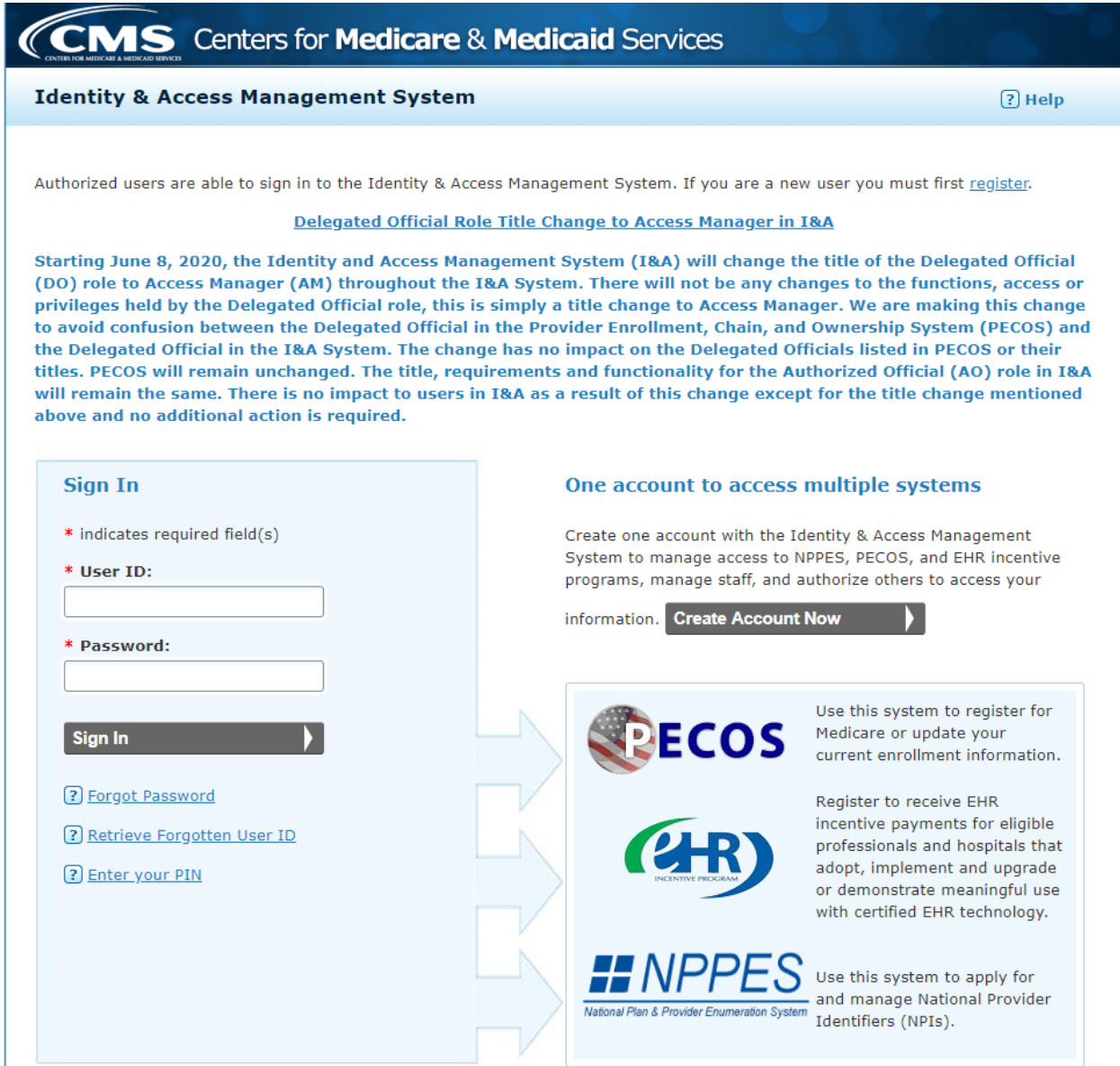
I&A also allows Authorized and Delegated Officials to add and remove staff from their organization, and control the functions accessible to those staff.

Anyone submitting attestations for the KY Medicaid EHR Incentive Program on behalf of a provider should have an I&A account. The provider would need to give you permission through this site.



## How Do You Register?

The I&A Management System can be accessed at <https://nppes.cms.hhs.gov/IAWeb>. If you are a new user, use the 'Create Account Now' button in the top right area. Otherwise, log in with your I&A credentials.



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### Identity & Access Management System Help

Authorized users are able to sign in to the Identity & Access Management System. If you are a new user you must first [register](#).

[Delegated Official Role Title Change to Access Manager in I&A](#)

**Starting June 8, 2020, the Identity and Access Management System (I&A) will change the title of the Delegated Official (DO) role to Access Manager (AM) throughout the I&A System. There will not be any changes to the functions, access or privileges held by the Delegated Official role, this is simply a title change to Access Manager. We are making this change to avoid confusion between the Delegated Official in the Provider Enrollment, Chain, and Ownership System (PECOS) and the Delegated Official in the I&A System. The change has no impact on the Delegated Officials listed in PECOS or their titles. PECOS will remain unchanged. The title, requirements and functionality for the Authorized Official (AO) role in I&A will remain the same. There is no impact to users in I&A as a result of this change except for the title change mentioned above and no additional action is required.**

#### Sign In

\* indicates required field(s)

\* **User ID:**

\* **Password:**

**Sign In**


[Forgot Password](#)

[Retrieve Forgotten User ID](#)


[Enter your PIN](#)

#### One account to access multiple systems


Create one account with the Identity & Access Management System to manage access to NPPES, PECOS, and EHR incentive programs, manage staff, and authorize others to access your information. **Create Account Now**



Use this system to register for Medicare or update your current enrollment information.



Register to receive EHR incentive payments for eligible professionals and hospitals that adopt, implement and upgrade or demonstrate meaningful use with certified EHR technology.



Use this system to apply for and manage National Provider Identifiers (NPIs).

If creating a new account, you will be prompted through a series of typical registration screens where you will provide your contact information, create a User ID and password and set up your security questions. Keep your log-in information and responses to the security questions in a safe place. You can then edit your profile to add employer information in the My Profile tab.

CMS Centers for Medicare & Medicaid Services Logged in as SamElliot Sign Out

**Identity & Access Management System** ? Help

Home **My Profile** My Connections

### My Profile

My Information

<b>Name:</b> Sam Elliot	<b>Home Address:</b> 719 W Holly Ave Sterling VA 20164-4621 United States
<b>Date of Birth:</b> 07/07/1991	
<b>SSN:</b> XXX-XX-7297	
<b>Business Phone Number:</b> 654-654-6546 X 54654	<b>Personal Phone Number:</b> 703-430-9207
<b>Fax Number:</b>	<a href="#">Modify My Information</a>

**Primary E-mail Address:** sam.elliott@email.com [Modify Primary E-mail](#)

**Password**

Your Password will expire in **57 day(s)**.  
[Change Password >](#)

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**Security**

[Change Security Questions & Answers >](#)

**Multi-Factor Authentication (MFA)**

Setup/Change your MFA Methods  
[MFA Setup >](#)

### Employer Information

**Show:**

- All Employers
- Only Approved Employers
- Only Approved and Pending Employers
- Only Cancelled, Disassociated, and Rejected Employers

**Search By:** \*Employer Name  [Search](#) [Clear](#)

No Employers Exist.

Employer ▼	My Role with this Employer ▼	My Status with this Employer ▼	PECOS	EHR	NPPES
If you wish to add an employer, click "Add an Employer". <span style="float: right;"><a href="#">Add an Employer</a></span>					

*Changes to your access to a provider in PECOS or the EHR Incentive Program may not take effect for up to 8 hours.*

*If you are requesting to be an AO or DO for an employer and you are an approved AO or DO in PECOS for that employer, your request will be automatically approved within 24 hours.*



**Types of Users:**

There are several different types of users, or roles, including Individual Provider/Supplier, Organizational Provider, 3rd Party Organization, Authorized Official, Access Manager, Staff End User and Surrogate. It is important to understand what type you and your organization are as each one has unique access and capability.

**What Can Each User Do?**

Role	Represent an Organization	Manage Staff	Approve/Manage Connections	Act on behalf of a Provider in CMS systems
Individual Provider	Yes	Yes	Yes	Yes
Authorized Official	Yes	Yes	Yes	Yes
Access Manager	Yes	Yes	Yes	Yes
Staff End User	No	No	No	Yes
Surrogate	No	No	No	Yes

**Things to Remember:**

- Registering or updating information in the I&A system does not automatically enroll you in Medicare, register you for an NPI, or perform any other actions or updates in the PECOS, NPPE, or EHR/HITECH systems.
- Passwords expire every 60 days. There is a password section on the My Profile tab that will tell you how many days until your password expires.
- If your account has been used within the last 365 days but not in the last 180 days, it will become disabled. When you login, the system will check your account status, and, if it is disabled, you will be required to reset your password. The system will automatically navigate you to the page to reset your password.
- If you have forgotten your ID or password, push the Retrieve Forgotten User ID button and fill out the fields on the right side of the screen. Your ID will be provided and you will be asked to reset your password.

**Helpful Links:**

- [Identity & Access Management \(I&A\) System](#)
- [I&A System Quick Reference Guide](#)
- [I&A Frequently Asked Questions](#)
- External User Services (EUS) Help Desk: 1-866-484-8049; [EUSsupport@cgi.com](mailto:EUSsupport@cgi.com)