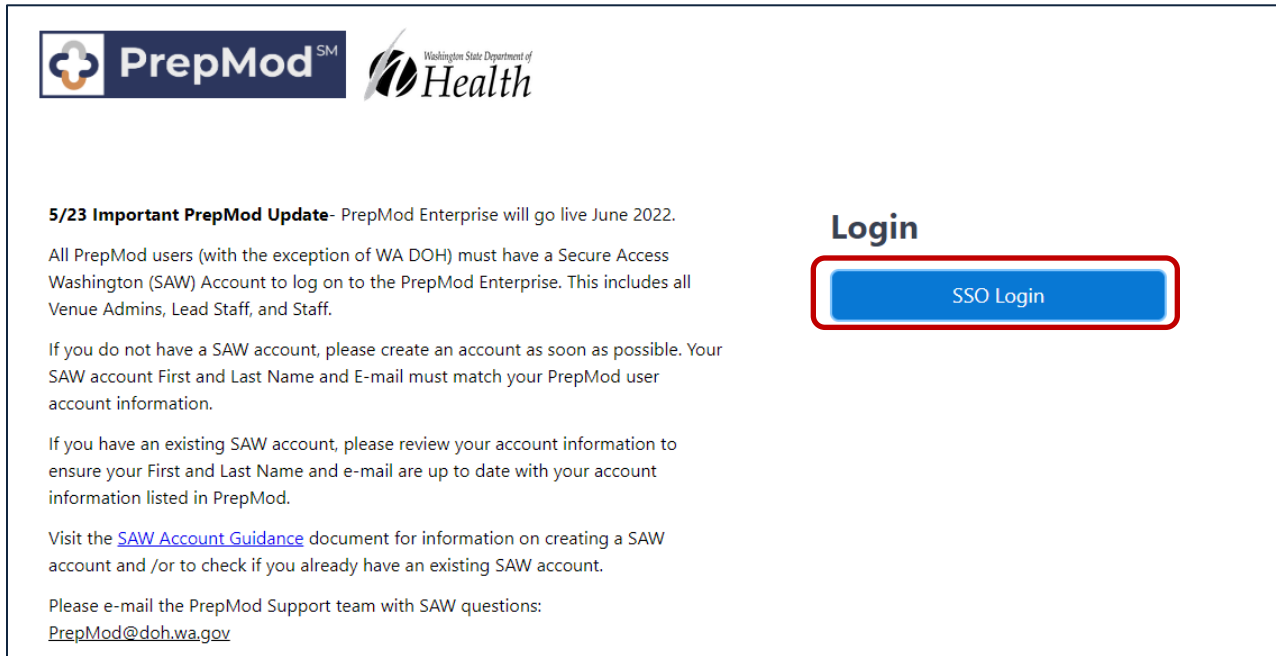


This document purpose is to describe the process for logging into the PrepMod Enterprise system through Secure Access Washington (SAW). Users must first [Establish a Secure Access Washington \(SAW\) Account](#). Please be aware the user’s first name, last name, and email address in SAW and PrepMod must match.

For users sharing computers, please clear your browsing data before attempting to log in.

Go to the [PrepMod Enterprise login page](#) and click SSO Login.



The screenshot shows the PrepMod Enterprise login page. At the top left are the PrepMod and Washington State Department of Health logos. Below the logos is a 5/23 Important PrepMod Update notice. To the right of the notice is a 'Login' section with a blue 'SSO Login' button highlighted by a red border.

5/23 Important PrepMod Update- PrepMod Enterprise will go live June 2022.

All PrepMod users (with the exception of WA DOH) must have a Secure Access Washington (SAW) Account to log on to the PrepMod Enterprise. This includes all Venue Admins, Lead Staff, and Staff.

If you do not have a SAW account, please create an account as soon as possible. Your SAW account First and Last Name and E-mail must match your PrepMod user account information.

If you have an existing SAW account, please review your account information to ensure your First and Last Name and e-mail are up to date with your account information listed in PrepMod.

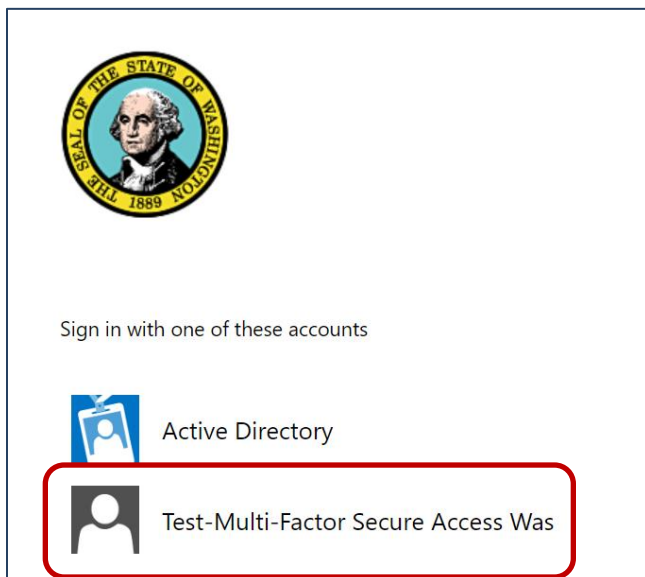
Visit the [SAW Account Guidance](#) document for information on creating a SAW account and /or to check if you already have an existing SAW account.

Please e-mail the PrepMod Support team with SAW questions:
PrepMod@doh.wa.gov


Login

SSO Login


Select Multi-Factor Secure Access Washington (Note- SAW Users may not get this screen and will proceed direct to SAW Logon.)




The screenshot shows the Multi-Factor Secure Access Washington login screen. At the top left is the Seal of the State of Washington. Below the seal is the text 'Sign in with one of these accounts'. There are two account options: 'Active Directory' and 'Test-Multi-Factor Secure Access Was', with the latter highlighted by a red border.

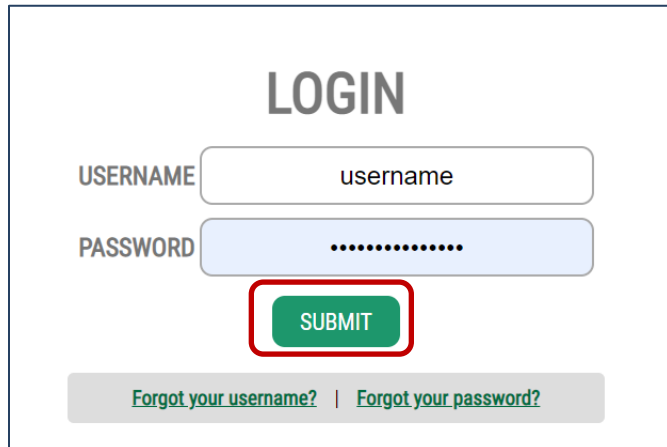


Sign in with one of these accounts

 Active Directory

 Test-Multi-Factor Secure Access Was

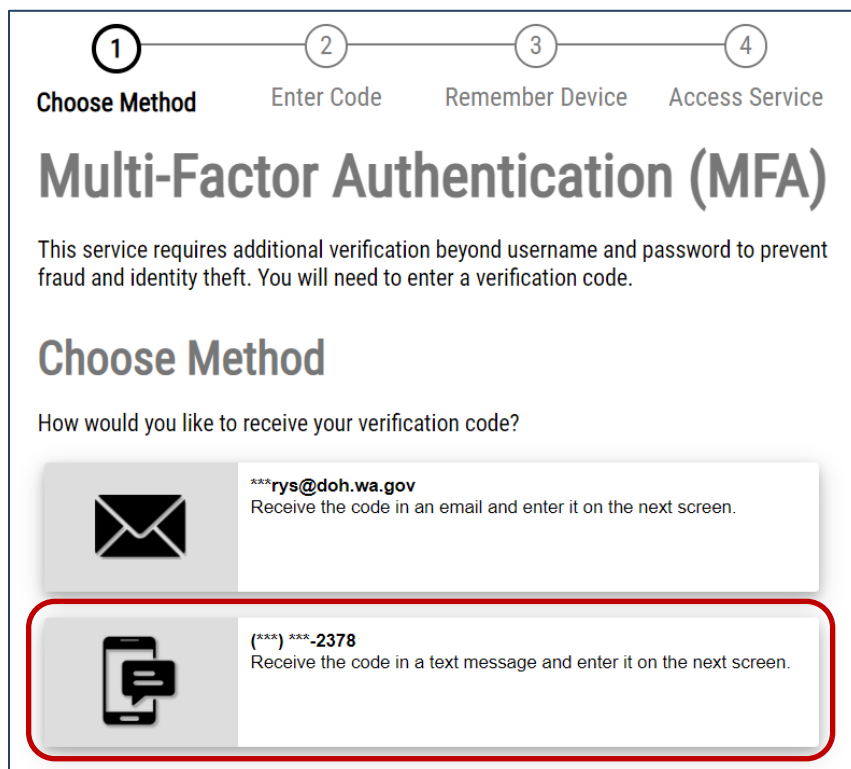
You will be directed to the SAW login screen. Enter your SAW username and password and select Submit.



The screenshot shows a login form with the following elements:

- LOGIN** (Large heading)
- USERNAME** field containing the text "username"
- PASSWORD** field containing a series of dots
- A green **SUBMIT** button, which is highlighted with a red rectangular border.
- At the bottom, there are two links: [Forgot your username?](#) and [Forgot your password?](#)

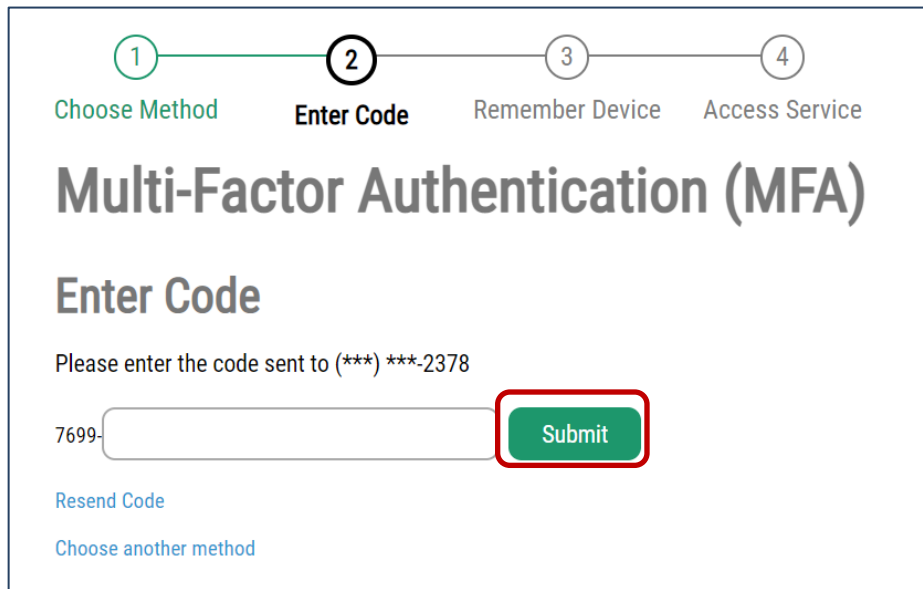
Select the method of delivery for a one-time authentication code



The screenshot shows the MFA selection screen with the following elements:

- A progress indicator at the top with four steps: 1. Choose Method, 2. Enter Code, 3. Remember Device, 4. Access Service.
- Multi-Factor Authentication (MFA)** (Large heading)
- Text: "This service requires additional verification beyond username and password to prevent fraud and identity theft. You will need to enter a verification code."
- Choose Method** (Section heading)
- Text: "How would you like to receive your verification code?"
- Two selection options:
 - An email icon with the text: *****rys@doh.wa.gov**
Receive the code in an email and enter it on the next screen.
 - A text message icon with the text: **(***-***-2378**
Receive the code in a text message and enter it on the next screen.The text message option is highlighted with a red rectangular border.

Enter the code and select Submit. If a verification code is not received click Resend Code or Choose Another Method.



1 — 2 — 3 — 4
Choose Method **Enter Code** Remember Device Access Service

Multi-Factor Authentication (MFA)

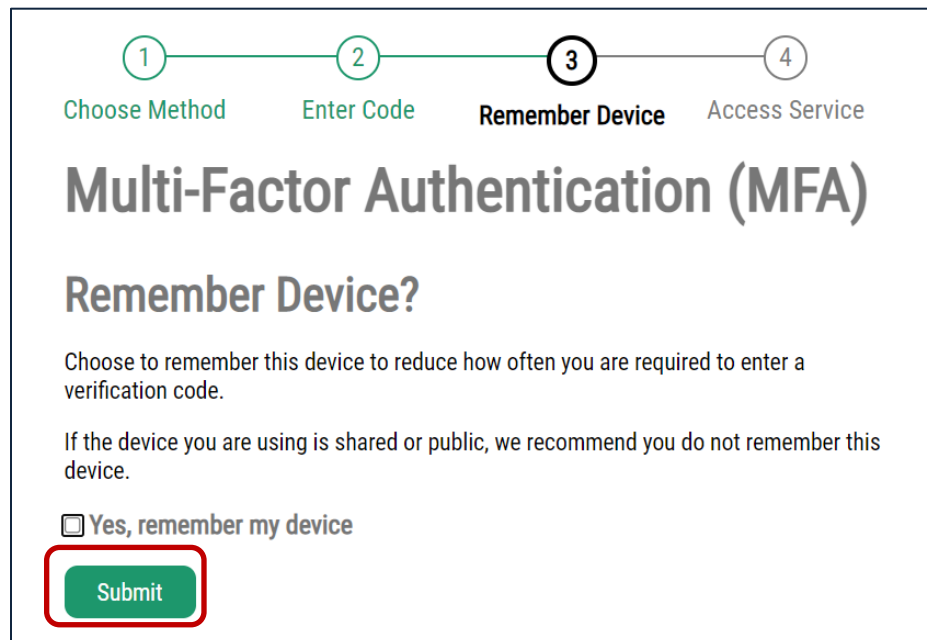
Enter Code

Please enter the code sent to (***) ***-2378

7699-

[Resend Code](#)
[Choose another method](#)

Click submit



1 — 2 — 3 — 4
Choose Method Enter Code **Remember Device** Access Service

Multi-Factor Authentication (MFA)



Remember Device?











Choose to remember this device to reduce how often you are required to enter a verification code.

If the device you are using is shared or public, we recommend you do not remember this device.

Yes, remember my device

You now will be logged in.



<p>Manage Clinics and Users</p> 	<p>Start Clinic Standard</p> 	<p>Start Clinic Virtual Queue</p> 	<p>Find a Record</p> 	<p>Enroll Provider or Business</p> 
<p>Inventory Management</p> 	<p>Generate Reports</p> 	<p>Send a Message</p> 	<p>Enroll Employers</p> 	<p>Logout</p> 

If you require technical support, please call our Help Desk at 888-897-9595 or email Tech.Support@multistatep4p.com