

## IIS Login

### Frequently Asked Questions

**This document provides important information about how to login to the Washington State Immunization Information System (IIS) through SecureAccess Washington (SAW).**

#### **What is SAW?**

SecureAccess Washington (SAW) is a secure gateway that allows individuals to access multiple online state agency services through one user ID and password. All authorized IIS users need a SAW account in addition to an IIS account to log in to the IIS.

A Single Sign-On (SSO) process has been implemented which requires users to link their IIS user account to a SAW account prior to logging in to the IIS. Once the initial link is established, users will only need to enter their SAW credentials to access the IIS. See [Single Sign-On \(SSO\) for WAIS Users](#) for further details.



#### **Why is a SAW account required to access the IIS?**

All state agency systems, including the IIS, are now behind the SAW gateway. Utilizing SAW protects from security threats and you can access several state agency systems (e.g. health care provider license renewals, driver's license renewals) through one login.

#### **What type of information is required to setup a SAW account? Will the State Department of Health see the personal information associated with my account?**

You will need to enter and verify the following personal information in order to setup a SAW account: name, email address, user ID, password, secret question/answer. SAW uses this information to verify (authenticate) your identity. Authenticating users is one way SAW helps protect the IIS from security threats. The Department of Health will not have access to your personal information or your SAW account. Only SAW administrators will have access to this information.

#### **My SAW account is linked to my personal email address, should I create a separate one that is associated with my work email?**

You do not need to create a separate SAW account to access the IIS unless you have multiple IIS user accounts. SAW accounts are used to connect with many state agency systems for both personal and work purposes. For example, a health care provider can use their SAW account to renew their driver's license, and they can use the same account to connect to the IIS.

## IIS Login

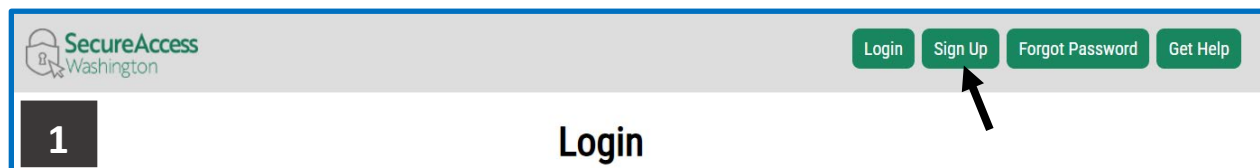
### Frequently Asked Questions

#### Can anyone log in to the IIS if they have a SAW account?

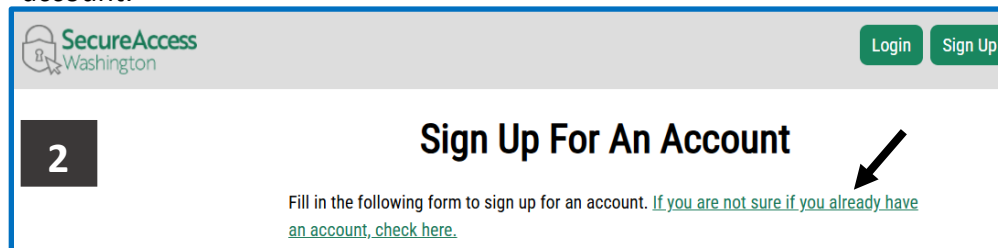
No. Individuals must have an IIS user account and a specific code to add the IIS as a service to their SAW account to access the system.

#### I'm not sure if I have a SAW account. How can I find out if I have one?

On the [SAW home page](#), click the **Sign Up!** button.



At the top of the Sign Up pop up box, click the **green link** to check if you already have an account.



#### What happens if I forget my SAW password?

If a user forgets their SAW password, they will need to click the **Forgot Password** link on the SAW home page and follow the prompts to reset their password. Users can also contact the SAW Help Desk by selecting the **Get Help** button on the SAW home page.

#### What kind of security and security reminders does SAW implement to protect my information?

SAW uses an extra layer of security called Multi-Factor Authentication (MFA) to protect your account. As the IIS houses confidential, protected health information, MFA will be required to access the IIS through SAW. SAW **will never** send unsolicited emails that request end users to take actions, such as confirming account details. SAW **will only** send emails with links in response to a user action on the portal. The portal will always tell you when to expect an email with a link in it. **Never** click a link that you weren't expecting.