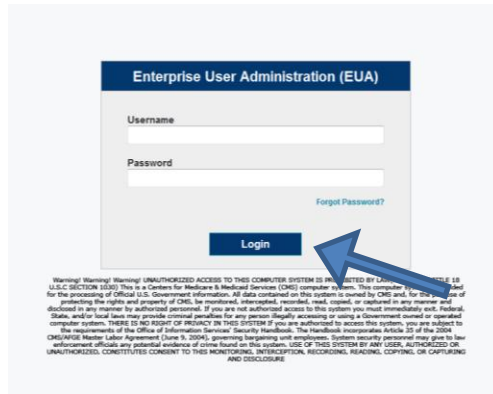


****PLEASE READ THIS DOCUMENT IN ITS ENTIRETY BEFORE PROCEEDING****

To change your password click this link <https://eua.cms.gov>

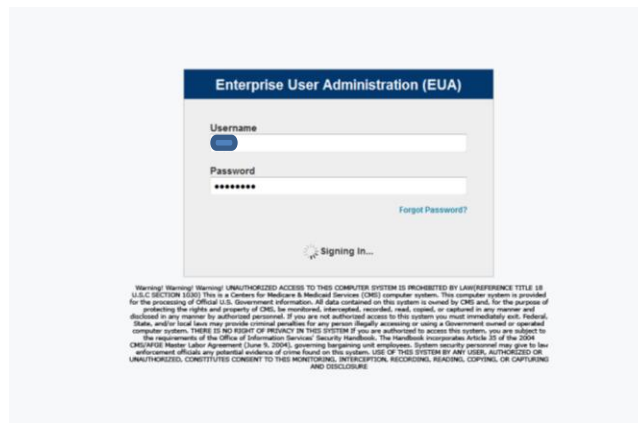
Enter your 4 character CMS User ID and click Login



Please Note: You will have to use like case for your username above.

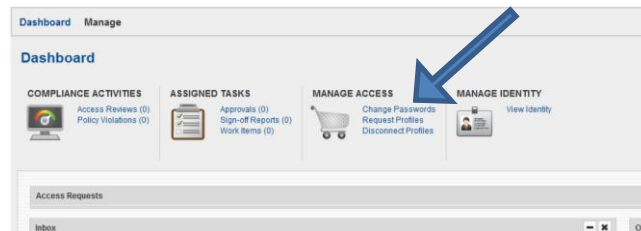
(All caps or all lowercase)

You should see this:



Once you Login you will be brought to the DASHBOARD

Click "Change Passwords" under "Manage Access"



You will then be brought to this screen
Click the check box next to the words ACCOUNT ID.

Dashboard Manage

Logged in as [redacted] | Edit My Preferences | Help | Logout

View Identity Details

Manage Passwords for [redacted]

Below are listed the current application accounts on which a password can be managed for the chosen identity. Select the accounts on which to manage passwords. The following password policy will be applied to all applications defined in the system: 1. Be changed at least every 60 days 2. Be exactly 8 characters in length 3. Be a mixture of letters and numbers 4. Not be changed more than once per day 5. Not contain a user's UserID 6. Not begin with a number 7. Not contain 4 consecutive characters from the previous password 8. Be different from the previous 6 passwords 9. Not contain a reserved word (PASSWORD, WELCOME, CMS, HCFA, SYSTEM, MEDICARE, MEDICAID, TEMP, LETMEIN, GOD, SEX, MONEY, QUEST, 1234, F2005YA, HAWKINS, REDSHIRT, BULLETS, CAPTAIN, TERPS, DOCTOR, 567890, 12345678, ROOT, BOSSMAN, JANUARY, FEBRUARY, MARCH, APRIL, MAY, JUNE, JULY, AUGUST, SEPTEMBER, OCTOBER, NOVEMBER, DECEMBER, SSA, FIREWALL, CITIC, ADMIN, UNBYS, PWD, SECURITY, 76543210, 43210, 098765, IRAQ, OIS, TMO, INTERNET, INTRANET, EXTRANET, ATT, LOCKHEED, LOCKH3D3, SOCIAL, FACEBOOK, YOUTUBE, WINDOWS, STEELERS, PATRIOTS, COMPUTER, OILBERT, MONDAY, TUESDAY, WEDNESDAY, THURSDAY, FRIDAY, SATURDAY, SUNDAY, SPRING, SUMMER, AUTUMN, FALL, WRITER, BACKUP, BUSINESS, FALCONS, BRONCOS, EAGLES, PANTHERS, JAGUARS, CHIEFS, TEXANS, RAIDERS, BROWNS, LIONS, BENGALS, COYBOTS, CARDINAL, CHARGERS, RAIDERS, SAINTS, REDSOX, YANKEES, PIRATES, PHILLIES, HHS, BRAVES, NATIONAL, UNITED, STATES, TWITTER, BITES, BARBERS, OILERS, WHITESOX, CURS, DODGERS, GIANTS, ANGELS, DEVILS, DIAMOND, SEATTLE, HOLLYWOOD, ARIZONA, ALABAMA, ALASKA, ARKANSAS, COLORADO, DELAWARE, FLORIDA, GEORGIA, HAWAII, IDAHO, ILLINOIS, INDIANA, IOWA, KANSAS, KENTUCKY, MARI, MARYLAND, KICKING, MISSOURI, MONTANA, NEBRASKA, NEVADA, LASVEGAS, NEWYORK, OHIO, OKLAHOMA, OREGON, UTAH, VERMONT, VIRGINIA, WYOMING, ATLANTIC, PACIFIC, SANFRAN, REGIONAL, MACS, EDC, BOSTON, ATLANTA, CMSNET, MDCN, TAMPA, MIAMI, STLOUIS, CHICAGO, DETROIT, DENVER, HOUSTON, DALLAS, INDIANS, TIGERS, ROYALS, BREWERS, TWINS, MARINERS, RANGERS, BLUEJAYS, ROCKIES, ASTROS, PADRES, LAPTOP, BODEN, DELL, SOLARS, UNIX, LINUX, IBM, ROUTER, SWITCH, SERVER, STAFF, GOOGLE, YAHOO, VERIZON, ISSO, CISCO, HACKER, PROGRAM, CYBER, DESKTOP, ENTER, EXIT, UNION, PW, NETWORK, DROID, IPAD, IPHONE, DANGER, STARBUCK, STARTER, VOLCAN, KINGDOM, SPOCK, KING, CAPTAIN, XBOX, FLASH, FRINGE, JEDI, HOLIDAY, OUTLOOK, VETERAN, ARMY, NAVY, MARINE, AIRFORCE, MARFRAME, CIS, HP, LHR, FLEX, SESAME, POLICY, HPCS, DME, HMO, INTEL, VPS, VPN, CISCO, APPLE, SECURE, DISNEY, VACATION, LEXMARK, LAKERS, THUNDER, JAZZ, MAVERICKS, PHOENIX, SPURS, CELTICS, HEAT, MAGIC, BULLS, HAWKS, HORNETS, HUGGETS, BLAZERS, GRIZZLES, BOBCATS, WIZARDS, WARRIORS, KINGS, CLIPPERS, KNICKS, NETS, RAPTORS, 76ERS, ROCKETS, PISTONS, BUCKS, PACERS, CAVALIERS, SUNS, TIMBERWOLVES).

Select method for password change:

Synchronize passwords for selected accounts

Account ID	Application	Status	Last Refresh
<input checked="" type="checkbox"/> Account ID	ESS	Active	10/12/14 10:30 PM

of 1 | Show 10 | Items

Displaying 1 - 1 of 1

Submit Cancel

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You will then see a drop down, Click "SELECT EVERYTHING"

Select method for password change:

Synchronize passwords for selected accounts

- Select Current Page
- Select Everything
- Unselect Current Page
- Unselect Everything

of 1 | Show 10 | Items

Submit Cancel

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You will then need to click the check box above where you are, where it says
"Synchronize passwords for selected accounts"

Select method for password change:

Synchronize passwords for selected accounts

Account ID	Application	Status
<input checked="" type="checkbox"/> Account ID	ESS	Active

New Password:

Confirm Password:

of 1 | Show 10 | Items

1 items selected

Submit Cancel

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You will then be prompted to enter a new password and confirm your new password.

Select method for password change:

Synchronize passwords for selected accounts

New Password:

Confirm Password:

Password Constraints

- Password must have at least 1 digit(s)
- Password must have at least 1 letter(s)
- Password must have at most 8 character(s)
- Password must have at least 8 character(s)
- Cannot reuse any of your last 4 passwords.
- Password will be checked against the password dictionary.

Once you enter your new password you will then have to click SUBMIT.

(Please note if you press enter you will be stuck in a password change loop)

Manage Passwords for [redacted]

Below are listed the current application accounts on which a password can be managed for the chosen identity. Select the accounts on which to manage passwords. 3. Be a mixture of letters and numbers 4. Not be changed more than once per day 5. Not contain a user's UserID 6. Not begin with a number 7. Not contain 4 consecut SYSTEM, MEDICARE, MEDICAID, TEMP, LETIMER, GOD, SEX, MONEY, QUE ST, 1234, F20A5YA, HAVENS, REDSKIN, ORIOLES, BULLETS, CAPITOL, TERPS, DOCTOR, SE7EN, FREYVALL, CITY, ADMIN, UNIX'S, PWD, SECURITY, P0542210, 41216, 090765, IRAG, OIS, TAG, BITEBIBET, BIRABRET, EXTRABET, ATT, LOCKHEED, LOCKH0300, SOCIAL, SPRING, SUMMER, AUTUMN, FALL, WINTER, BACKUP, BUSINESS, FALCONS, BRONCOS, EAGLES, PANTHERS, DOLPHINS, JAGUARS, CHIEFS, TEXANS, RAMS, BEARS, BI STATES, TWITTER, MITRE, MARLINS, OILERS, WHITE SOX, CUBS, DODGERS, GIANTS, ANGELS, DEVILS, DIAMOND, SEATTLE, HOLLWOOD, ARIZONA, ALABAMA, ALASKA, MISSOURI, MONTANA, NEBRASKA, NEVADA, LASVEGAS, NEWYORK, OHIO, OKLAHOMA, OREGON, UTAH, VERMONT, VIRGINIA, WYOMING, ATLANTIC, PACIFIC, SANFRAN ROYAL S, BREWERS, TWINS, MARINERS, RANGERS, BLUEJAYS, ROCKIES, ASTROS, PADRES, LAPTOP, MODEM, DELL, SOLARIS, UNIX, LINUX, IBM, ROUTER, SWITCH, S DANGER, STARBUCK, STARBUCK, VULCAN, KLINGON, SPOCK, KIRK, CAPTAIN, XBOX, FLASH, FRINGE, JEDI, HOLIDAY, OUTLOOK, VETERAN, ARMY, NAVY, MARINE, AIRFO THUNDER, JAZZ, MAVERICKS, PHOENIX, SPURS, CELTICS, HEAT, MAGIC, BULLS, HAWKS, HORNET S, RUGGERS, BLAZERS, GRIZZLES, BOSCATS, WIZARDS, VIKARINGS

Select method for password change:

Synchronize passwords for selected accounts

New Password:

Confirm Password:

Account ID	Application
[redacted]	ESS

Page 1 of 1 | Show 10 items

1 Items selected

Submit Cancel

Once you click SUBMIT you will then be taken to a page to verify your changes,

Click SUBMIT again.

CMS
CENTERS for MEDICARE & MEDICAID SERVICES

Dashboard Manage

Select Identity(s) > Change Passwords > Review & Submit

Summary of Requests for [redacted]

Please verify the changes you have requested below.

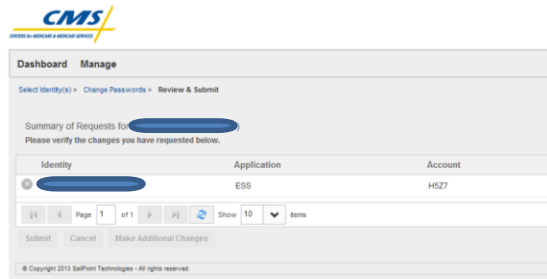
Identity	Application
[redacted]	ESS

Page 1 of 1 | Show 10 items

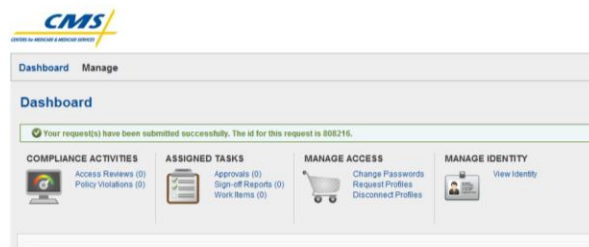
Submit Cancel Make Additional Changes

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Once you click SUBMIT the second time you will be brought to this screen, please be patient the process can take up to a minute before anything happens.



Once complete you will receive a message seen below, that "Your request(s) has been submitted successfully



****Please note if using a CMS Laptop/Desktop****

When finished with the steps above:

Close OUTLOOK

Remove your PIV Card and lock your workstation

Reinsert PIV card and unlock your workstation

(Your new password will then be sync'd locally on your workstation)