

Enterprise Privacy Policy Engine (EPPE)



User Registration Process

EPPE System Overview

The goal of the EPPE system is to replace the manual process of requesting and processing CMS Data Use Agreements (DUA) by allowing DUA business partners to submit their requests on-line, thereby reducing processing time for DUA requests.

The EPPE system will incorporate existing DUAs for Contractor customer types migrated from the Data Agreement and Data Shipping System (DADSS) in the October 2015 release. For **all other customer types** (i.e. Researcher, Limited Data Sets, etc.) DUAs will continue to be entered and tracked in DADSS until available in future releases in EPPE.

EIDM – New User/Request Access

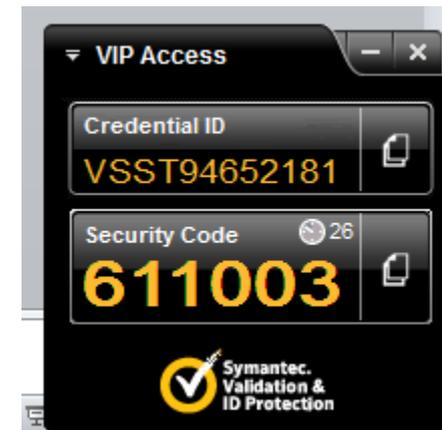
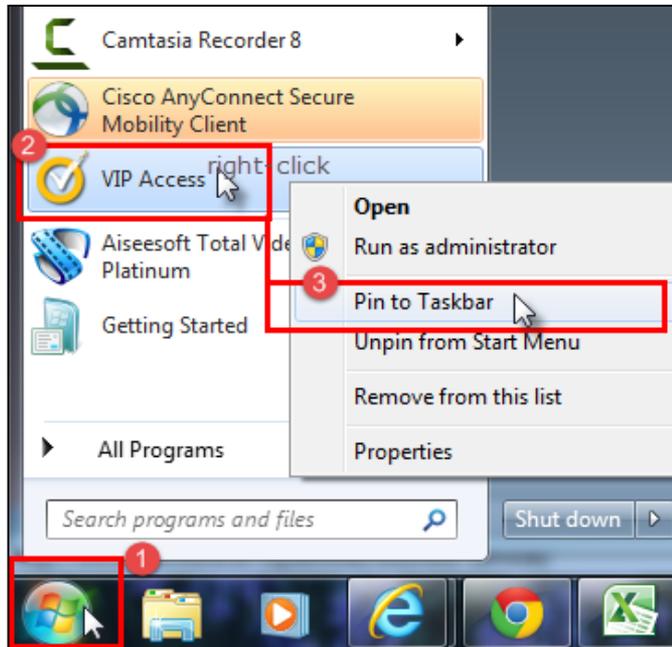
EIDM – Introduction

The CMS Enterprise Portal will provide users with access to request Enterprise Identity Management (EIDM) User ID. EIDM provides users with a way to obtain a single User ID to access multiple CMS applications. Users must apply for and be approved for a User ID.

To apply and receive a EIDM User ID, complete the steps that follow.

Symantec VIP Access

To pin the VIP Access to your task bar, click **Windows Start** button, right-click **VIP Access**, and left click **Pin to Taskbar**.



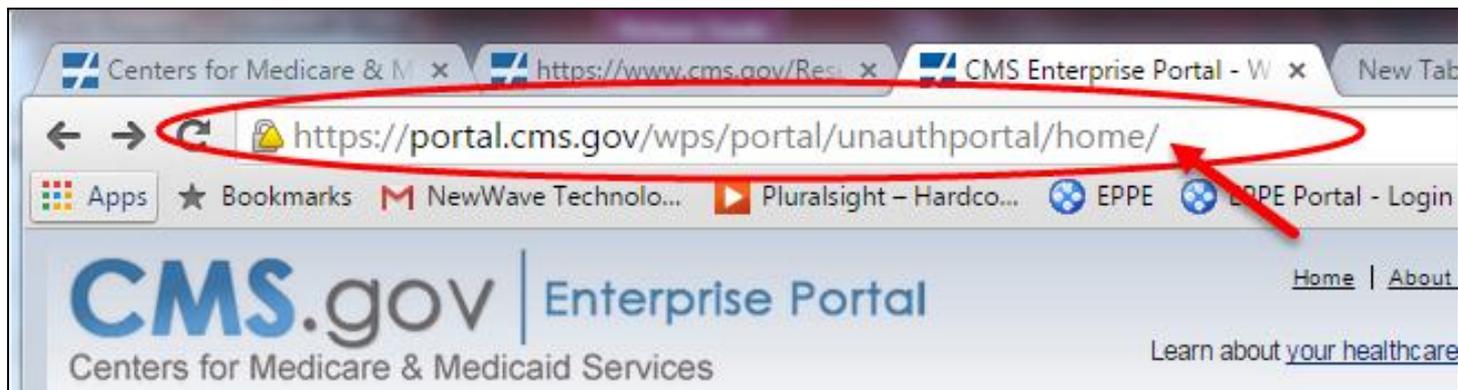
Click the **VIP Access** icon on the taskbar to launch/open Credential ID and Security Code.

EIDM – New User/Request Access

CMS.gov – Enterprise Portal

Enter the following URL in your browsers' address box:

<https://portal.cms.gov>



EIDM – New User/Request Access

The screenshot displays the CMS.gov Enterprise Portal. At the top, the CMS.gov logo is on the left, and navigation links (Home, About CMS, Newsroom, Archive, Help & FAQs, Email, Print) and a search bar are on the right. Below the header, there are yellow buttons for 'Health Care Quality Improvement System' and 'Provider Resources'. The main content area features a large banner for 'Medicaid and CHIP Business Information Solutions' with the 'MACBIS' logo and a map of the United States. Below the banner is a navigation bar with buttons for 'CMS Enterprise Portal', 'MACBIS', 'Medicare Shared Savings Program', 'Physician Value', 'ASP', 'Open Payments', 'CPC', 'Innovation Center', 'MLMS', and 'MCU'. To the right, the 'CMS Secure Portal' section contains a 'Login to CMS Secure Portal' button, links for 'Forgot User ID?' and 'Forgot Password?', and a 'New User Registration' link which is circled in red. Below this is a 'Get E-Mail Alerts' section with a 'Get Email Updates' button and links for 'Manage Your Subscriptions' and 'Privacy Policy'. At the bottom, there are links for 'Information for people with Medicare' and 'Information for children up to the age of 19'. The URL 'https://portal.cms.gov/wps/portal/unauthportal/registration' is visible at the bottom left.

CMS Enterprise Portal

Click New User Registration.

(This takes the user to the Terms and Conditions page to acknowledge and read the terms and use of this government website. Users must acknowledge ('Accept') the terms and conditions prior to using the CMS.gov site and applications.)

EIDM – New User/Request Access

CMS.gov | Enterprise Portal
Centers for Medicare & Medicaid Services

Health Care Quality Improvement System | Provider Resources

CMS Portal > New User Registration

Screen reader mode Off | Accessibility Settings

Terms and Conditions

OMB No. 0938-1238 | Expiration Date: 04/30/2017 | [Paperwork Reduction Act](#)

Consent To Monitoring

By logging onto this website, you consent to be monitored. Unauthorized attempts to upload information and/or change information on this web site are strictly prohibited and are subject to prosecution under the Computer Fraud and Abuse Act of 1986 and Title 18 U.S.C. Sec. 1001 and 1030. We encourage you to read the [HHS Rules of Behavior](#) for more details.

Protecting Your Privacy

Protecting your Privacy is a top priority at CMS. We are committed to ensuring the security and confidentiality of the user registering to EIDM. Please read the [CMS Privacy Act Statement](#) which describes how we use the information you provide.

Collection Of Personal Identifiable Information (PII)

"Personal" information is described as data that is unique to an individual, such as a name, address, telephone number, social security number and date of birth (DOB).

CMS is very aware of the privacy concerns around PII data. In fact, we share your concerns. We will only collect personal data to uniquely identify the user registering with the system. We may also use your answers to the challenge questions and other PII to later identify you in case you forget or misplace your User ID /Password.

I have read the HHS Rules of Behavior (HHS RoB), version 2010-0002.0015, dated August 26 2010 and understand and agree to comply with its provisions. I understand that violations of the HHS RoB or information security policies and standards may lead to disciplinary action, up to and including termination of employment; removal or debarment from work on Federal contracts or projects; and/or revocation of access to Federal information, information systems, and/or facilities; and may also include criminal penalties and/or imprisonment. I understand that exceptions to the HHS RoB must be authorized in advance in writing by the OPDIV Chief Information Officer or his/her designee. I also understand that violation of laws, such as the Privacy Act of 1974, copyright law, and 18 USC 2071, which the HHS RoB draw upon, can result in monetary fines and/or criminal charges that may result in imprisonment.

I agree to the terms and conditions

Cancel Next

You must agree to the Terms and Conditions in order to proceed

Terms and Conditions Page

Place a checkmark in the ***'I agree to the terms and conditions'*** check box.

Click **Next**.

EIDM – New User/Request Access

CMS.gov Enterprise Portal
Centers for Medicare & Medicaid Services

Health Care Quality Improvement System | Provider Resources

CMS Portal > New User Registration

Screen reader mode Off | Accessibility Settings

Your information your information your information

Your Information

Enter your legal first name and last name, as it may be required for Identity Verification.

First Name: Thomas Middle Name: Adam

Last Name: Jefferson Suffix: [v]

Enter your E-mail address, as it will be used for account related communications.

E-mail Address: Thomas.Jefferson@gmail.com

Re-enter your E-mail address.

Confirm E-mail Address: Thomas.Jefferson@gmail.com

Enter your full 9 digit social security number, as it may be required for Identity Verification.

Social Security Number: [][][][][][][][][][]

Enter your date of birth in MM/DD/YYYY format, as it may be required for Identity Verification.

Date of Birth: 01 / 13 / 1942

U.S. Home Address Foreign address

Enter your current or most recent home address, as it may be required for Identity Verification.

Home Address Line 1: 123 Main Street

Home Address Line 2: [][][][][][][][][][]

City: Anytown State: South Carolina Zip Code: 190120 Zip Code Extension: [][][] Country: USA

Enter your primary phone number, as it may be required for Identity Verification.

Primary Phone Number: 410 / 555 / 1212

Cancel Next

Your Information Page

Complete the **Your Information** page.

Click **Next**.

EIDM – New User/Request Access

CMS.gov | Enterprise Portal
Centers for Medicare & Medicaid Services

Health Care Quality Improvement System | Provider Resources

CMS Portal > New User Registration

Screen reader mode Off | Accessibility Settings

Choose User ID and Password **Create User** Choose User ID and Password

Choose User ID And Password

Your User ID must • Be a minimum of 6 and a maximum of 74 alphanumeric characters. • Contain at least 1 letter. • Cannot contain your SSN or any 5 consecutive numbers. • Allowed special characters are dashes (-), underscore (_), apostrophe ('), @ and periods (.) followed by alphanumeric characters.

The Password must be changed at least every 60 days. • Be a minimum of 8 and a maximum of 20 characters. • Be changed only once a day • Contain at least 1 letter and 1 number. • Contain at least 1 upper case and 1 lower case letter. • May contain special character. • Be different from the previous passwords used. • Not contain the User ID. • The following special characters may not be used ? <> () * / \ & .

Select your Challenge Questions and Answers:
Your challenge questions and answers will be required for password and account management functions.

Question:1
Please choose one Question

Question:2
Please choose one Question

Question:3
Please choose one Question

Answer:1

Answer:2

Answer:3

Cancel **Next**

User ID and Password

Enter the **User ID** and **Password**, and confirm the password.

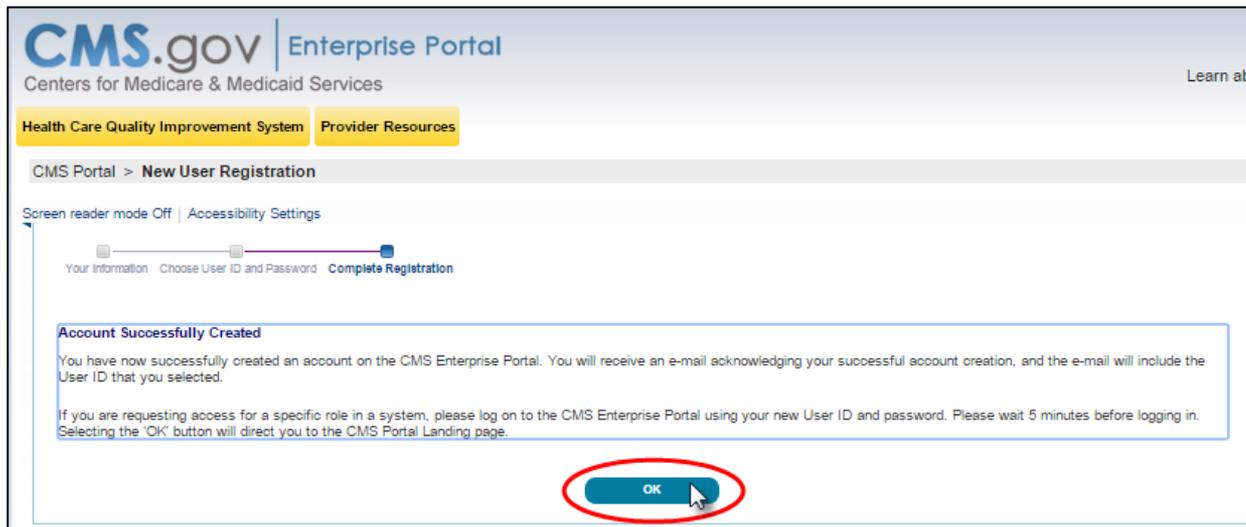
Select **Challenge Questions** and **Answers**.

Click **Next**.

EIDM – New User/Request Access

Complete Registration

The EIDM registration process is now complete. You will receive an email notifying you of the successful creation of your account. Click **OK**.



PLEASE NOTE: After successfully gaining EIDM access credentials, users should be aware that when logging into the live system, personal questions pertaining to them specifically will be part of the security log-in procedure.

EPPE– New User/ Role Request

Requesting EPPE Access/User Role



Please Note: Users must have received the EIDM registration approval email prior to requesting access to EPPE.

EPPE– Requesting Access to EPPE System

The screenshot shows the CMS.gov Enterprise Portal homepage. The browser address bar displays <https://portal.cms.gov/wps/portal/unauthportal/home/>. The page header includes the CMS.gov logo, navigation links (Home, About CMS, Newsroom, Archive, Help & FAQs, Email, Print), and a search bar. Below the header, there are navigation tabs for 'Health Care Quality Improvement System' and 'Provider Resources'. The main content area features a 'Welcome to CMS Enterprise Portal' section with a video player and a 'CMS Secure Portal' section. The 'CMS Secure Portal' section contains a red circle around the 'Login to CMS Secure Portal' button, along with links for 'Forgot User ID?', 'Forgot Password?', and 'New User Registration'. At the bottom, there are sections for 'CMS Provides Health Coverage for 100 Million People...' and 'Get E-Mail Alerts'.

CMS.gov – CMS Secure Portal

Go to the following CMS.gov website:
<https://portal.cms.gov>

Click 'Logon to CMS Secure Portal'

(This takes the user to the Terms and Conditions page to acknowledge and read the terms and use of this government website. Users must acknowledge ('Accept') the terms and conditions prior to using the CMS.gov site and applications.

EPPE– Requesting Access to EPPE System

CMS.gov | Enterprise Portal
Centers for Medicare & Medicaid Services

Home | About CMS | Newsroom | Archive | Help & FAQs | Email | Print

Health Care Quality Improvement System | Provider Resources

Terms and Conditions

OMB No.0938-1236 | Expiration Date: 04/30/2017 | [Paperwork Reduction Act](#)

You are accessing a U.S. Government information system, which includes (1) this computer, (2) this computer network, (3) all computers connected to this network, and (4) all devices and storage media attached to this network or to a computer on this network. This information system is provided for U.S. Government-authorized use only.

Unauthorized or improper use of this system may result in disciplinary action, as well as civil and criminal penalties.

By using this information system, you understand and consent to the following:
You have no reasonable expectation of privacy regarding any communication or data transiting or stored on this information system.
At any time, and for any lawful Government purpose, the government may monitor, intercept, and search and seize any communication or data transiting or stored on this information system.

Any communication or data transiting or stored on this information system may be disclosed or used for any lawful Government purpose.

To continue, you must accept the terms and conditions. If you decline, your login will automatically be cancelled.

I Accept | Decline

CMS.gov – Enterprise Portal

The **Terms and Conditions** page is displayed.

Click **'I Accept'**

(All users must acknowledge the terms and conditions each time they enter /use the CMS.gov Enterprise Portal by clicking 'I Accept'.

EPPE– Requesting Access to EPPE System

CMS.gov | Enterprise Portal
Centers for Medicare & Medicaid Services

Home | About CMS | Newsroom | Archive | Help & FAQs | Email | Print

Health Care Quality Improvement System | Provider Resources

Welcome to CMS Enterprise Portal

User ID

Password

Enter **User ID**, and **Password**.

Log In **Cancel**

[Forgot Password?](#)
[Forgot User ID?](#)
Need an account? Click the link - [New user registration](#)

CMS.gov – Enterprise Portal

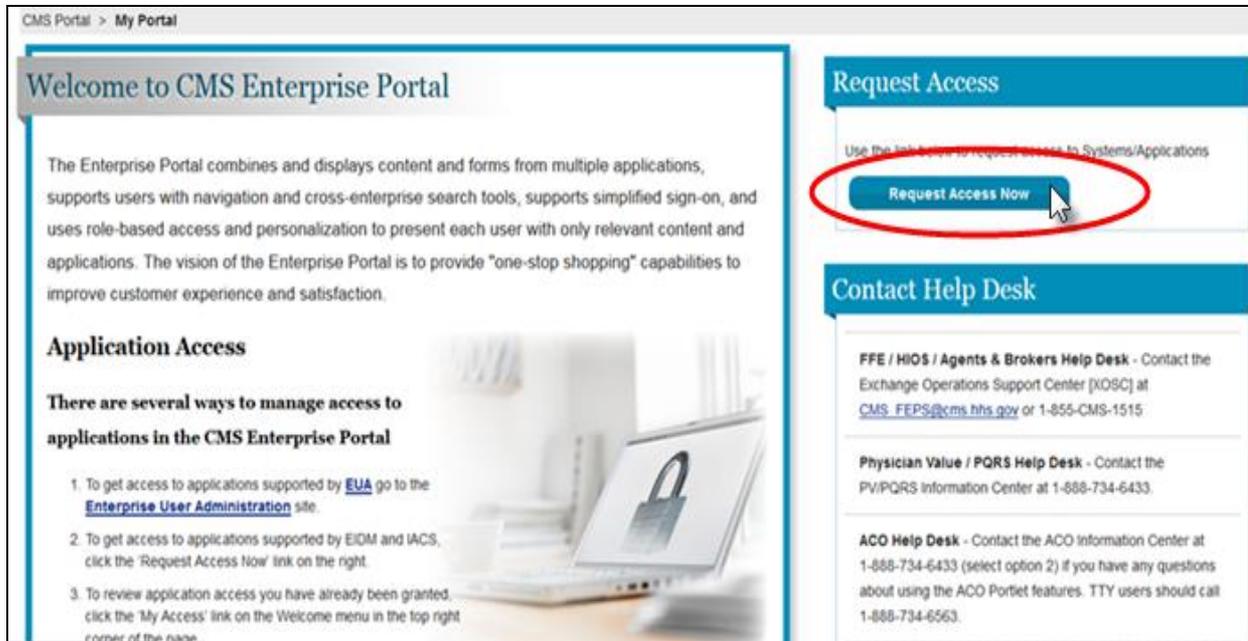
The **Welcome Page** is displayed.

Enter your **User ID**.
Enter your **Password**.

Click **Login**.

EPPE– Requesting Access to EPPE System

CMS Enterprise Portal – Welcome Page is displayed.



CMS Portal > My Portal

Welcome to CMS Enterprise Portal

The Enterprise Portal combines and displays content and forms from multiple applications, supports users with navigation and cross-enterprise search tools, supports simplified sign-on, and uses role-based access and personalization to present each user with only relevant content and applications. The vision of the Enterprise Portal is to provide "one-stop shopping" capabilities to improve customer experience and satisfaction.

Application Access

There are several ways to manage access to applications in the CMS Enterprise Portal

1. To get access to applications supported by [EUA](#) go to the [Enterprise User Administration](#) site.
2. To get access to applications supported by EIDM and IACS, click the 'Request Access Now' link on the right.
3. To review application access you have already been granted, click the 'My Access' link on the Welcome menu in the top right corner of the page.

Request Access

Use the link below to request access to Systems/Applications

[Request Access Now](#)

Contact Help Desk

FFE / HIOS / Agents & Brokers Help Desk - Contact the Exchange Operations Support Center [XOSC] at CMS_FEPS@cms.hhs.gov or 1-855-CMS-1515

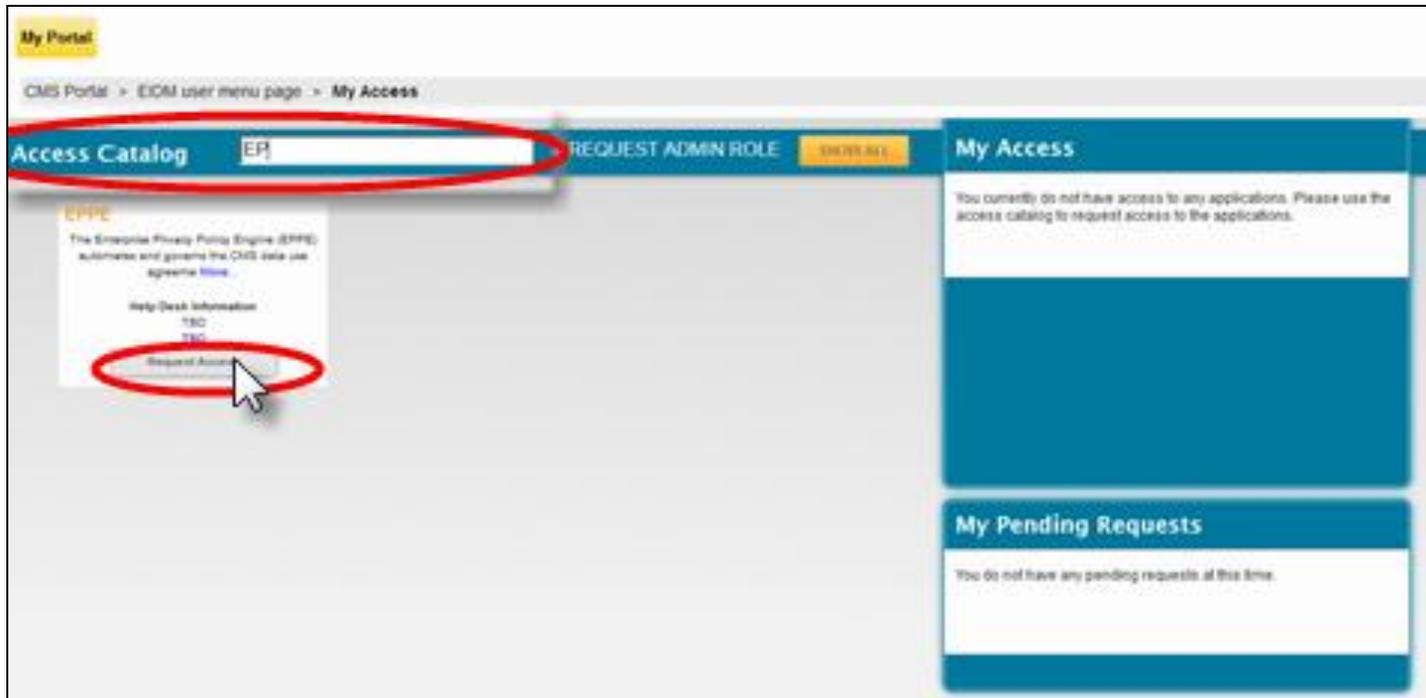
Physician Value / PQRS Help Desk - Contact the PV/PQRS Information Center at 1-888-734-6433.

ACO Help Desk - Contact the ACO Information Center at 1-888-734-6433 (select option 2) if you have any questions about using the ACO Portlet features. TTY users should call 1-888-734-6563.

Click **Request Access Now**.

EPPE– Requesting Access to EPPE System

The **Access Catalog** is displayed. Here is where you request access to EPPE.



Begin typing “EPPE” in the **Access Catalog** field. Upon entering the first two letters, the EPPE application will appear.

Click **Request Access**.

EPPE– Requesting Access to EPPE System

The **My Access > Request New System Access** page is displayed.

The screenshot shows the 'Request New System Access' page. The breadcrumb trail is 'CMS Portal > EIDM user menu page > My Access'. The page title is 'Request New System Access'. The instructions are 'Select a System and then a role to request access'. The form contains the following fields:

- System Description: EPPE CMS Enterprise Pricing Portal
- Role: EPPE User
- EPPE Organization Name: CMS
- Notes to the Approver: Please enter any comments you want your Approver to see in the 'Notes to the Approver' field. Please approve.

At the bottom of the form, there are two buttons: 'Cancel' and 'Submit'. The 'Submit' button is circled in red, and a mouse cursor is pointing at it.

The **System Description** field is populated by default. Complete the following fields:

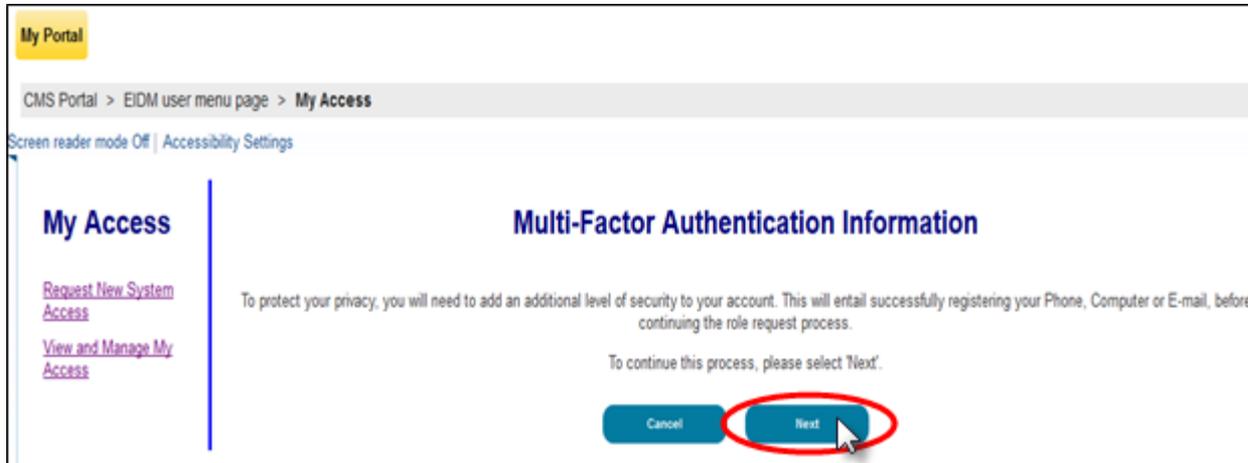
Role : Select 'EPPE User' from the drop-down, and

EPPE Organization Name: Enter 'CMS'.

Click **Submit**.

EPPE– Requesting Access to EPPE System

The **Multi-Factor Authentication Information** page is displayed.



CMS uses a Multi-Factor (multi-layer) authentication system, and users must register their electronic device (phone, computer or email).

Click **Next**.

EPPE– Requesting Access to EPPE System

The **Register Your Phone, Computer or Email** page is displayed.

My Access

[Request New System Access](#)

[View and Manage My Access](#)

Register Your Phone, Computer, or E-mail

Select one of the options below to make your account more secure.

If you intend to use VP access software on your phone, you must download the VP Access software to your phone, if you do not already have it. Select the following link <https://m.eppe.com/home.vp>

If you intend to use VP access software on your computer, you must download the VP Access software, if you do not already have it. Select the following link <https://direct.eppe.com/desktop/download.vp>

Text Message Short Message Service (SMS) The SMS option will send your security code directly to your mobile device via text message. This option requires you to provide a phone number for a mobile device that is capable of receiving text messages. Carrier service charges may apply for this option.

Interactive Voice Response (IVR) The IVR option will communicate your security code through a voice message that will be sent directly to your phone. The option requires you to provide a valid phone number and extension, if applicable. Extension may begin with any one of asterisks*, period., comma., pound # followed by numeric 0 to 9. For example: 4885554444, 1112.

- .(comma) Creates a short delay of approximately 2 seconds.
- .(period) Creates a longer delay of approximately 5 seconds.
- * (star) Used by some phone systems to access an extension, and
- # (pound/hash) Used by some phone systems to access an extension.

Note: Please contact your company before using this functionality if in doubt on how your company phone number extension is configured to work. You may also use comma if you are not sure of the special character supported by your company phone system.

When logging into a secure application, you will be called at this number and provided a security code that will be required on the login page. Carrier charges may apply for this option.

E-mail One Time Password (OTP) The E-mail address on your profile will be used when registering for Multi-Factor Authentication (MFA) using E-mail OTP option. When logging into a secure application, your One Time Password that is required at the login page will be e-mailed to the e-mail address on the profile.

Please note that you are only allowed two attempts to register your MFA device. If you are unable to register your device within two attempts please log out, then log back in to try again.

Select the credential type that you want to use to login to secure applications from the dropdown menu below.

- Credential Type : Phone/Tablet/PC/Laptop

- Credential ID :

- Credential Description :

Select **'Phone/Tablet/PC/Laptop'** from the **Credential Type** dropdown.

EPPE– Requesting Access to EPPE System

Launch the **Symantec VIP Access** software from your taskbar.

The screenshot shows the Symantec VIP Access registration interface. On the left, there is a sidebar with 'My Access' and links for 'Request New System Access' and 'View and Manage My Access'. The main content area is titled 'Register Your Phone, Computer, or E-mail' and provides instructions for selecting a credential type. Below the instructions, there are three fields: 'Credential Type' (set to 'Phone/Token/PC/Llama'), 'Credential ID' (containing 'VSHM82955454'), and 'Credential Description' (containing 'John Smith's PC'). A red circle highlights the 'Next' button. To the right, a small window titled 'VIP Access' displays the 'Credential ID' and a '766507' security code. Red arrows point from the 'Next' button to the 'Credential ID' field and from the 'Copy' button in the 'VIP Access' window to the 'Credential ID' field.

My Access

Request New System Access

View and Manage My Access

Register Your Phone, Computer, or E-mail

Select one of the options below to make your account more secure.

If you intend to use VIP access software on your phone, you must download the VIP Access software to your phone, if you do not already have it. Select the following link: <https://m.vip.symantec.com/home.v>

If you intend to use VIP access software on your computer, you must download the VIP Access software, if you do not already have it. Select the following link: <https://vipprotect.vip.symantec.com/desktop/download.v>

Text Message Short Message Service (SMS) The SMS option will send your security code directly to your mobile device via text message. This option requires you to provide a phone number for a mobile device that is capable of receiving text messages. Carrier service charges may apply for this option.

Interactive Voice Response (IVR) The IVR option will communicate your security code through a voice message that will be sent directly to your phone. The option requires you to provide a valid phone number and extension, if applicable. Extension may begin with any one of asterisks*, period ., comma , , pound # followed by numeric 0 to 9. For example: 4885554444, 1112.

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Note: Please contact your company before using this functionality if in doubt on how your company phone number extension is configured to work. You may also use comma if you are not sure of the special character supported by your company phone system.

When logging into a secure application, you will be called at this number and provided a security code that will be required on the login page. Carrier charges may apply for this option.

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Please note that you are only allowed two attempts to register your MFA device. If you are unable to register your device within two attempts please log out, then log back in to try again.

Select the credential type that you want to use to login to secure applications from the dropdown menu below.

Credential Type: Phone/Token/PC/Llama

Enter the alphanumeric code that displays under the label Credential ID on your device.

Credential ID: VSHM82955454

Credential Description: John Smith's PC

Cancel Next

Click to copy Credential ID.

Paste Credential ID here.

Click the copy button from the Symantec **VIP Access/Credential ID**.

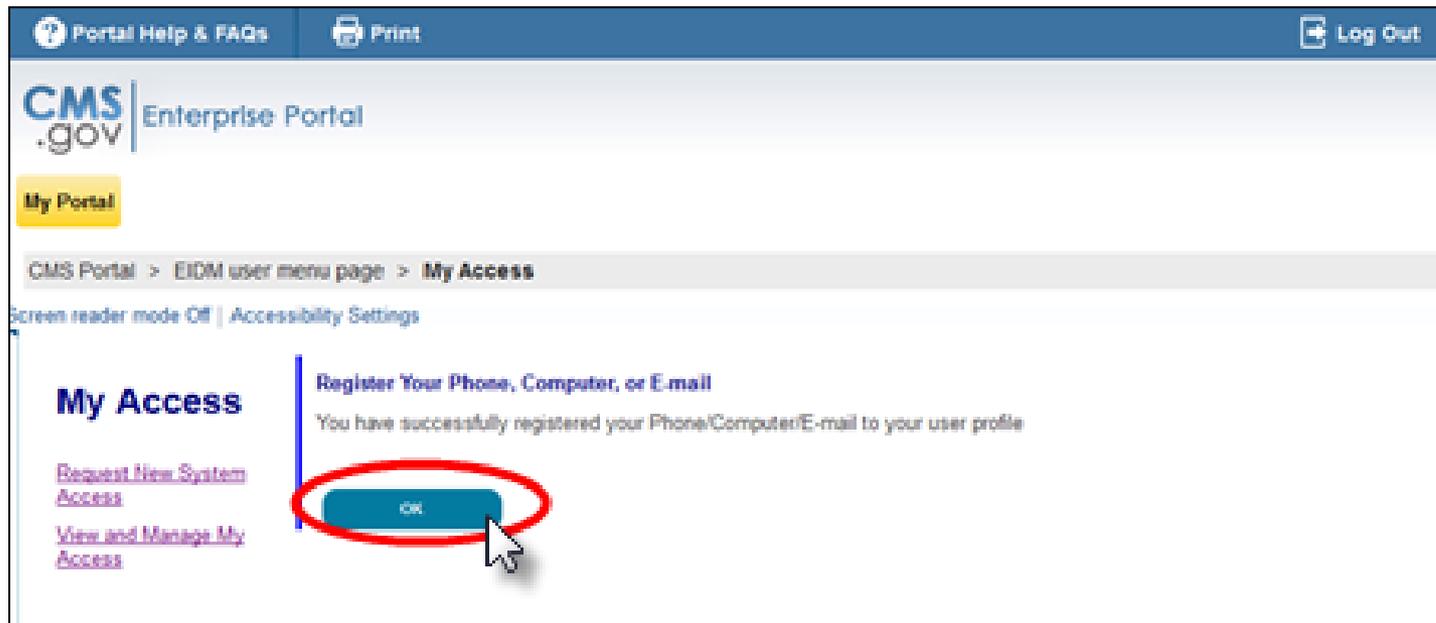
Paste the **Credential ID** into the Credential ID field.

Add a meaningful **Credential Description**.

Click **Next**.

EPPE– Requesting Access to EPPE System

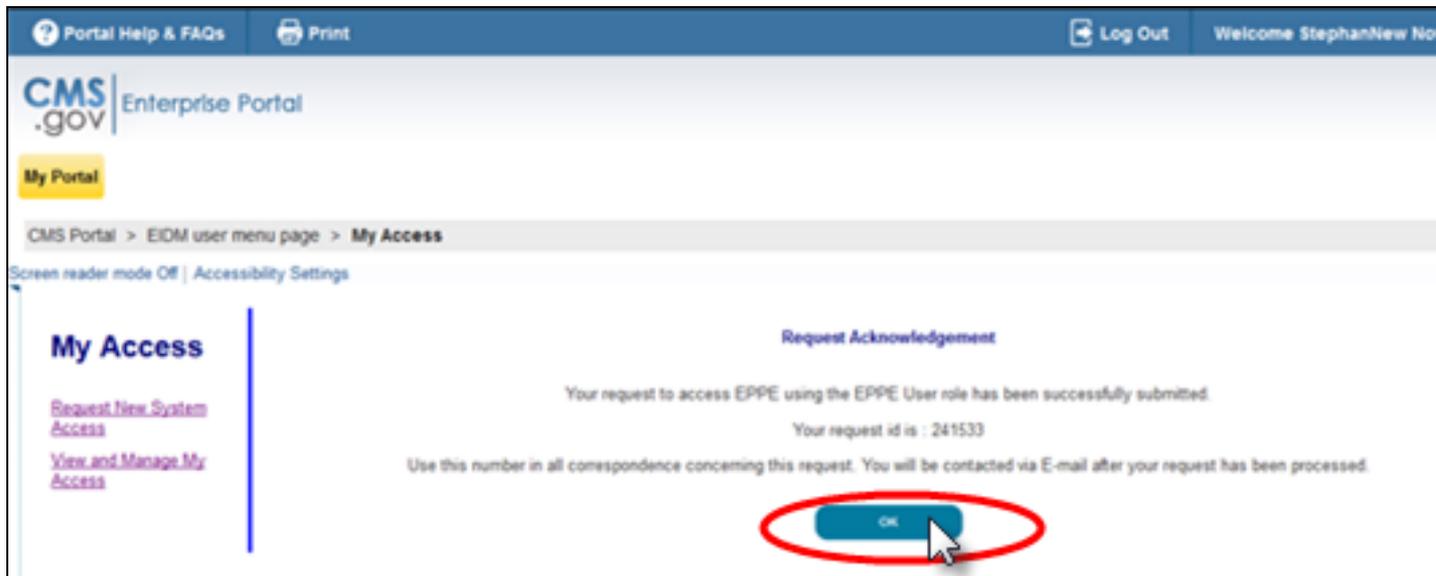
The **Device Registration Confirmation** page is displayed.



Click **OK**.

EPPE– Requesting Access to EPPE System

The **Request Acknowledgement** page is displayed.



Your request is issued an **Request ID** number. Use this number for all correspondence regarding this request.

Click **OK**.

EPPE– Requesting Access to EPPE System

Manage Account/Pending Requests

The screenshot shows the CMS Enterprise Portal interface. At the top right, a 'Log Out' button is circled in red with a hand cursor pointing to it. Below the navigation bar, the 'My Access' section is active, and the 'Pending Requests' tab is selected and circled in red. A table below shows a pending request for the 'EPPE' system with the role 'EPPE_USER' circled in red and an arrow pointing to it. The table has columns for Systems, Role Requested, Request Status, Request ID, and Date Rec.

Systems	Role Requested	Request Status	Request ID	Date Rec
EPPE Application	EPPE_USER	Pending	241522	04/20/15

Your EPPE System Access is now under **Pending Requests**, with a status of '*Pending*'.

Click **Log Out**.

Your request will now have to be approved.
After approval is granted, login to the **CMS Secure Portal**.

EPPE– Request User Role

The request has now been approved.

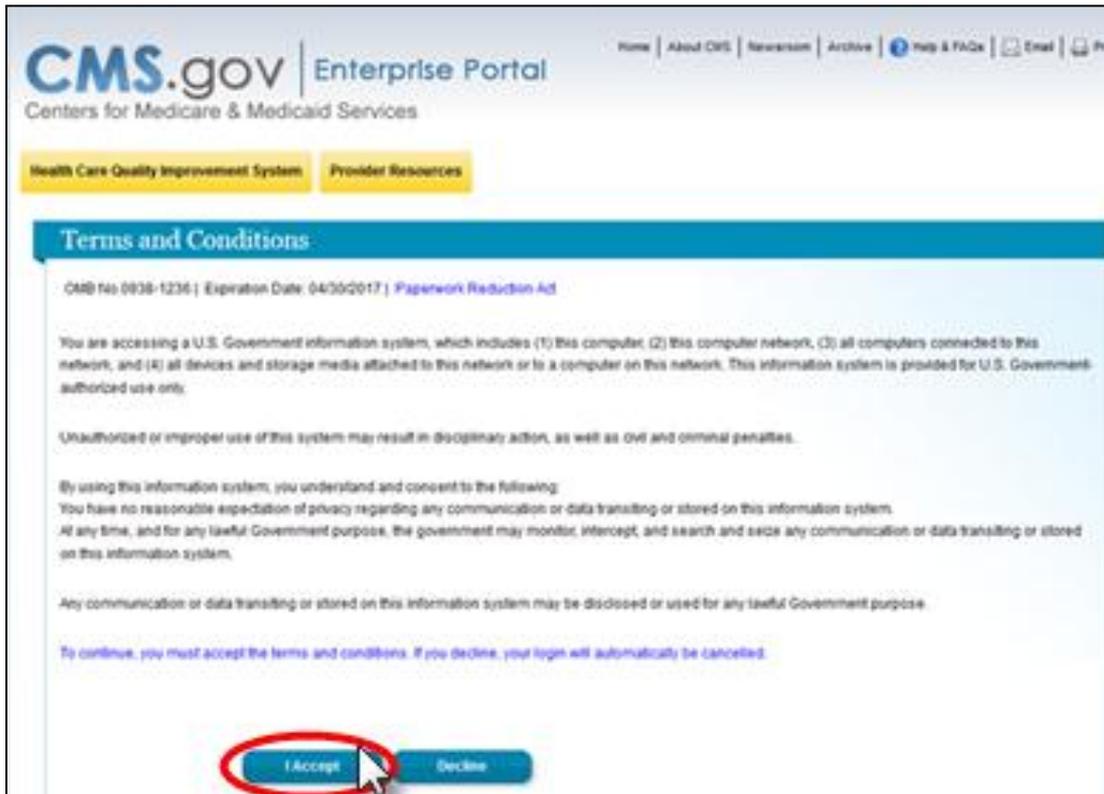
Logon to the CMS Secure Portal (Using EIDM Credentials)

The screenshot displays the CMS.gov Enterprise Portal. At the top, the navigation bar includes links for Home, About CMS, Newsroom, Action, Help & FAQs, Email, and Contact. Below the navigation bar, there are tabs for Health Care Quality Improvement System and Provider Resources. The main content area features a large banner for the DMEPOS Competitive Bidding Program, specifically the CONNEXION gateway. To the right of the banner, there is a section titled 'CMS Secure Portal' with a sub-header 'To log into the CMS Portal a CMS user account is required'. A red circle highlights the 'Login to CMS Secure Portal' button, which is accompanied by a lock icon. Below this button are links for 'Forgot User ID?', 'Forgot Password?', and 'New User Registration'. At the bottom of the page, there are several informational sections, including 'CMS Provides Health Coverage for 100 Million People...' and 'Get E-Mail Alerts - Non-Production Environments'.

Click **Logon to CMS Secure Portal**.

EPPE– Request User Role

The **Terms and Conditions Page** is displayed.



Click **'I Accept'**

(All users must acknowledge the terms and conditions each time they enter /use the CMS.gov Enterprise Portal by clicking 'I Accept'.

EPPE– Request User Role

The **Welcome Page** is displayed.

CMS.gov | Enterprise Portal
Centers for Medicare & Medicaid Services

Home | About CMS | Newsroom | Archive | Help & FAQs | Email | Print

Health Care Quality Improvement System | Provider Resources

Welcome to CMS Enterprise Portal

User ID

Password

Log In **Cancel**

[Forgot Password?](#)
[Forgot User ID?](#)
Need an account? Click the link - [New user registration](#)

Enter **User ID**, and **Password**.

Enter your **User ID**.
Enter your **Password**.

Click **Login**.

EPPE– Request User Role

The **My Portal** page is displayed.

Portal Help & FAQs Print Log Out Welcome StephanNew NowakNew

CMS .gov Enterprise Portal

My Portal EPPE

CMS Portal > My Portal

Welcome to CMS Enterprise Portal

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3. To review application access you have already been granted, click the 'My Access' link on the Welcome menu in the top right corner of the page.

Request Access

Use the link below to request access to Systems/Applications

[Request Access Now](#)

Contact Help Desk

FFE / HIOS / Agents & Brokers Help Desk - Contact the Exchange Operations Support Center (XOSC) at CMS_FEPS@cms.hhs.gov or 1-855-CMS-1515

Physician Value / PQRS Help Desk - Contact the PV/PQRS Information Center at 1-888-734-6433.

ACO Help Desk - Contact the ACO Information Center at 1-888-734-6433 (select option 2) if you have any questions about using the ACO Portlet features. TTY users should call 1-888-734-6563.

This time after entering your User ID and Password, the **My Portal** page is displayed because you now have access to EPPE.

Click **EPPE**.

EPPE– New User/ Role Request

The **Terms and Conditions** page is displayed for the EPPE Portal.

CMS.gov | Enterprise Portal
Centers for Medicare & Medicaid Services

Home | About CMS | Newsroom | Archive | Help & FAQs | Email | Print

Health Care Quality Improvement System | Provider Resources

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CMB No 0938-1236 | Expiration Date: 04/30/2017 | [Paperwork Reduction Act](#)

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Unauthorized or improper use of this system may result in disciplinary action, as well as civil and criminal penalties.

By using this information system, you understand and consent to the following:
You have no reasonable expectation of privacy regarding any communication or data transiting or stored on this information system.
At any time, and for any lawful Government purpose, the government may monitor, intercept, and search and seize any communication or data transiting or stored on this information system.

Any communication or data transiting or stored on this information system may be disclosed or used for any lawful Government purpose.

To continue, you must accept the terms and conditions. If you decline, your login will automatically be cancelled.

I Accept | Decline

Click **I Accept**.

EPPE– Request User Role

A second log-in is required.

CMS.gov | Enterprise Portal
Centers for Medicare & Medicaid Services

Home | About CMS | Newsroom | Archive | Help & FAQs | Email | Print

Health Care Quality Improvement System | Provider Resources

Welcome to CMS Enterprise Portal

User ID

Password

Log In Cancel

[Forgot Password?](#)
[Forgot User ID?](#)
Need an account? Click the link - [New user registration](#)

Enter **User ID**, and **Password**.

Enter your **User ID**.
Enter your **Password**.

Click **Login**.

EPPE– Request User Role

The **VIP Access** page is displayed.

CMS.gov | Enterprise Portal
Centers for Medicare & Medicaid Services

Health Care Quality Improvement System | Provider Resources

Welcome to CMS Enterprise Portal

Enter Security Code

A security code is required to access this page. When you originally requested access to this application the system required you to set up a Phone, Computer, or E-mail in order to retrieve a security code for Multifactor Authentication (MFA). If you did not complete the Multi-Factor Authentication(MFA) registration process, please select 'My Access' from the 'CMS Portal Home' page. Then, follow the necessary steps to complete the role request process. If you have completed the MFA set up process but are now having issues retrieving a security code please contact your application's help desk.

To retrieve a security code, please select the same credential type that you originally selected when first requesting access to the application from the drop down box(SMS,TVR or OTP). When entering the security code please enter it promptly as the code will expire for security purposes.

If you selected the E-mail One Time Password (OTP) option when you requested access to your application, please select that same credential type below to receive a security code via E-mail. The security code will be e-mailed to the e-mail address on your profile within 5 minutes. When entering the security code, please enter it promptly, as the security code will expire after 30 minutes or after it is used successfully the first time.

Credential Type: Phone/Tablet/PC/Laptop

Security Code (VIP Token) **Paste in the Security Code.**

Click to copy the Security Code.

VIP Access
Credential ID: VSHM82955454
Security Code: 635712

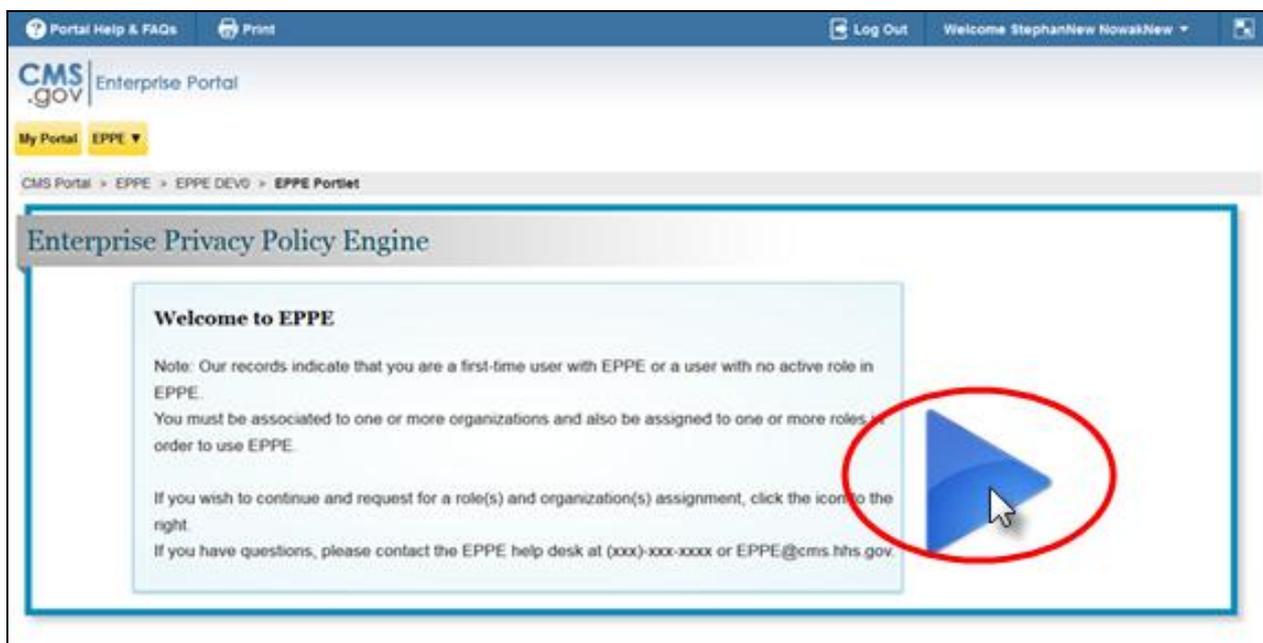
Click the copy button from the Symantec VIP Access **Security Code**.

Paste the **Security Code** into the **Security Code (VIP Token)** field.

Click **Log In**.

EPPE– New User/Role Request

The **Welcome to EPPE** page is displayed.



Remember, you have access to the EPPE application - you now must define (request) the type of User Role you will need for the system. The system will recognize you as a new user with no active role in EPPE.

Click the blue arrow to begin the **EPPE Role Request** process.

EPPE– New User/ Role Request

The **EPPE Role Request** page is displayed.

Portal Help & FAQs Print Log Out Welcome StephanNew NowakNew

CMS.gov Enterprise Portal

My Portal EPPE

CMS Portal > EPPE > EPPE DEVO > EPPE Portlet

Enterprise Privacy Policy Engine

REQUEST ROLE IN EPPE

Organization Name * [Cannot locate your Organization?](#)

Role *

Add

YOUR SELECTIONS

S.No.	Organization Name	Role	Data Dissemination System	Action
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Exit

Complete the following fields:

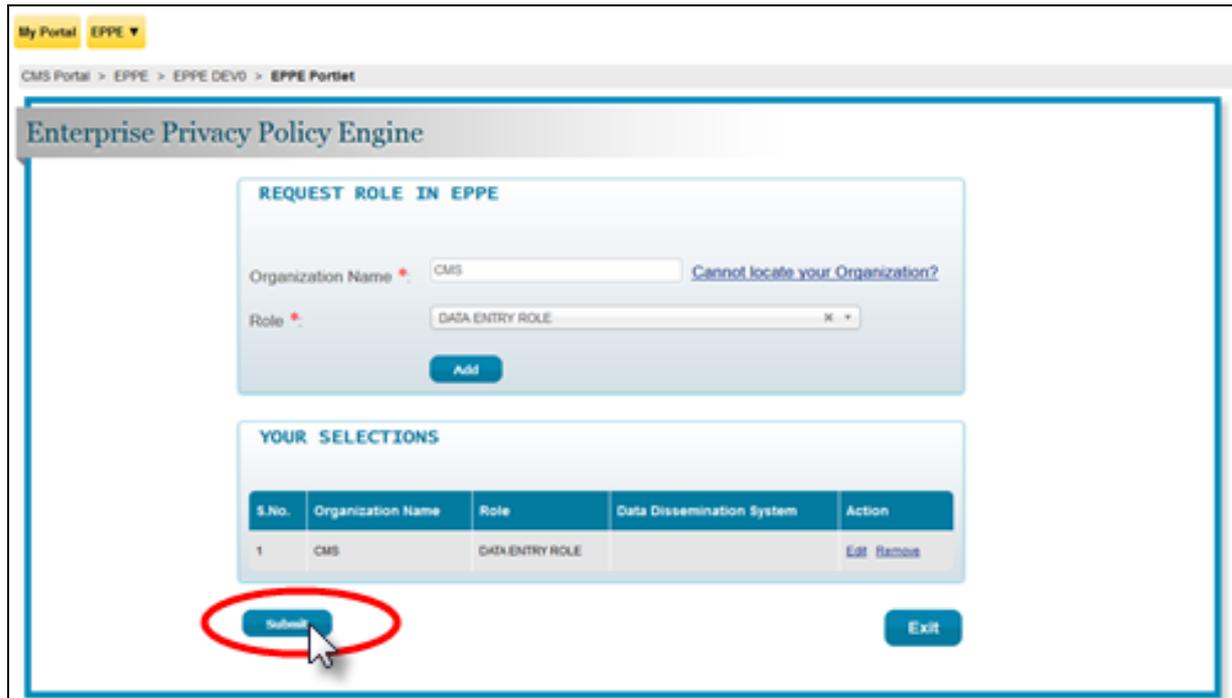
Organization Name: **CMS**

Role: Enter '**Data Entry, Contractor, Shipper**' for example.

Click **Add**.

EPPE– New User/ Role Request

The **User Role** is added to the **Your Selections** table below.



The screenshot shows the EPPE web interface. At the top, there is a navigation bar with "My Portal" and "EPPE". Below it, the breadcrumb trail reads "CMS Portal > EPPE > EPPE DEV0 > EPPE Portlet". The main heading is "Enterprise Privacy Policy Engine".

The "REQUEST ROLE IN EPPE" section contains a form with the following fields:

- Organization Name: CMS (with a link "Cannot locate your Organization?")
- Role: DATA ENTRY ROLE (with a dropdown arrow)
- An "Add" button.

The "YOUR SELECTIONS" section contains a table with the following data:

S.No.	Organization Name	Role	Data Dissemination System	Action
1	CMS	DATA ENTRY ROLE		Edit Remove

At the bottom of the form, there is a "Submit" button (circled in red) and an "Exit" button.

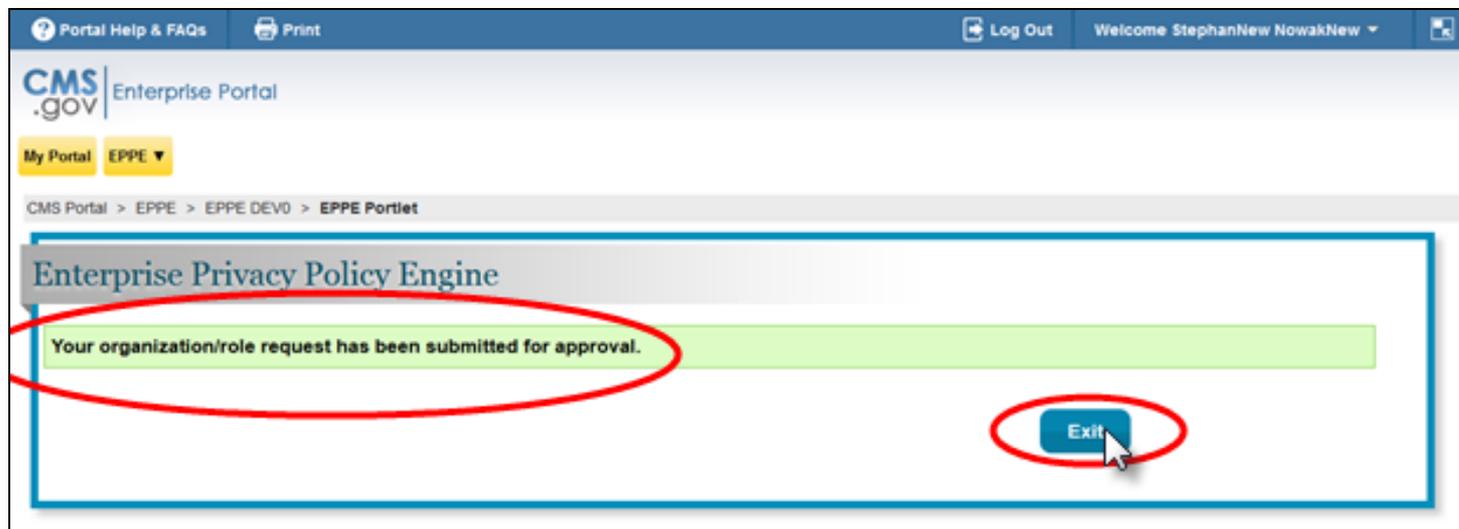
Multiple roles can be requested.

You may edit the role request by clicking **Edit**, or remove a role request from the selection table by click **Remove**.

After adding the role(s) to the selection table, click **Submit**.

EPPE– New User/ Role Request

The **EPPE Role/Org Request** confirmation page is displayed.



Click **Exit**.

The **EPPE Admin** now has to approve your role(s) request. You will receive an email once your role has been approved.