

- Navigate to <https://citrix.mybmc.org>
 - Note: You must be on the BMC network to connect to this location
- Login with your BMC credentials
- Look for and click on the Imprivata OneSign Enrollment Application



- The Imprivata Enroll Authentication Methods window will open. Please be aware that this window will time out and close after 2 minutes of inactivity. Please have your smart phone with you, and log into this window using your BMC credentials





- After logging in, you will see the methods that you are able to enroll. ***If you are not able to login, please contact the Service Desk for assistance.*** Click “Get Started”. If you are configured as an EPCS Enrollment Supervisor, you will see the blue “Enroll Providers” button.

You can disregard this button, as EPCS Enrollment will be covered in another enrollment guide.

- After clicking “Get Started”, you are prompted to download and install the **Imprivata ID** app on your smart phone. iPhone and Android platforms are supported. ***If you do not have a smart phone, you will not be able to enroll with this method. Please contact the service desk for assistance.***

Enroll your Imprivata ID

1. Install and open the **Imprivata ID** app on your smartphone.  
2. Allow **Notifications**, **Location Services**, and **Bluetooth Access** in the app.
3. Locate the enroll codes and enter below.

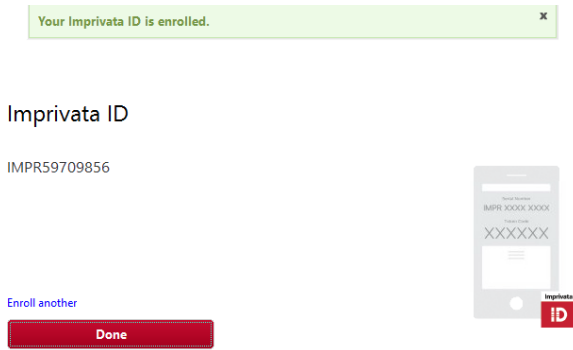
Serial Number

Token Code



Enter the serial number and token code from your app, then click “Submit”

- Assuming your enrollment was successful, you will see the green banner advising that you have enrolled. Click "Done" to move to the next step



- If you wish to also enroll SMS with your phone, enter your mobile phone number then click "Next". On the next screen (not pictured), enter the 6 digit code that was texted to you, then click "Done". If you choose not to enroll, click "Do this later" on this screen. Keep in mind, that you can always log back into the enrollment portal to enroll in SMS.

Enroll SMS code

SMS is a way to confirm your identity with a one-time code delivered to your mobile phone via a text message (SMS).

Enter your mobile phone number with area code.
Message and data rates may apply.



[Do this later](#)

- After entering the texted code, and clicking done (or clicking "Do This Later" to skip SMS, you are shown the results screen, showing your enrolled methods. Click "Log Out"

