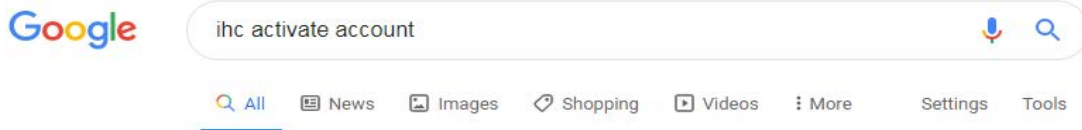


## Activating Your Intermountain Account

**Please Note:** It may take up to 30 minutes for all systems to sync to a newly activated account. Please be aware that you may not be able to login to all systems or see all icons until this sync is completed

### Follow these steps to activate your account:

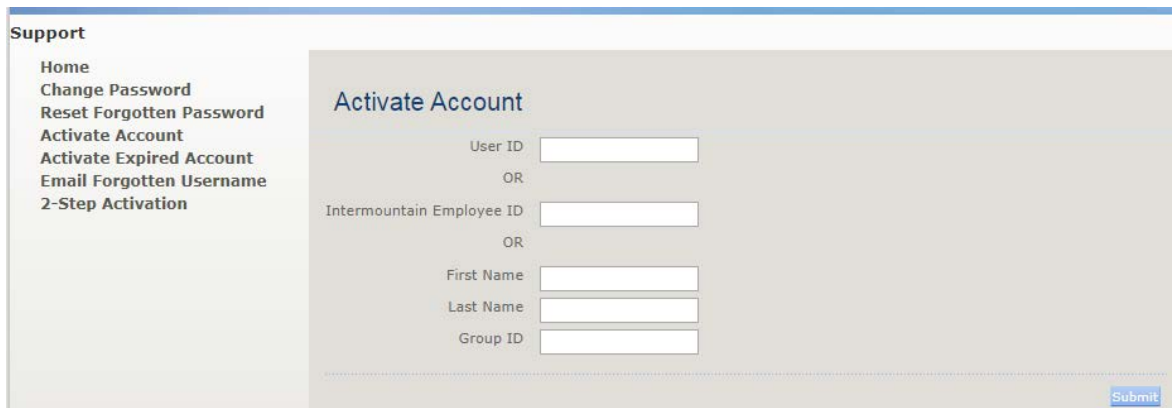
1. Go to Google.com
2. In the Google search window, type in "ihc activate account"



3. Select the top search result which will be "Activate Account – Intermountain Healthcare"

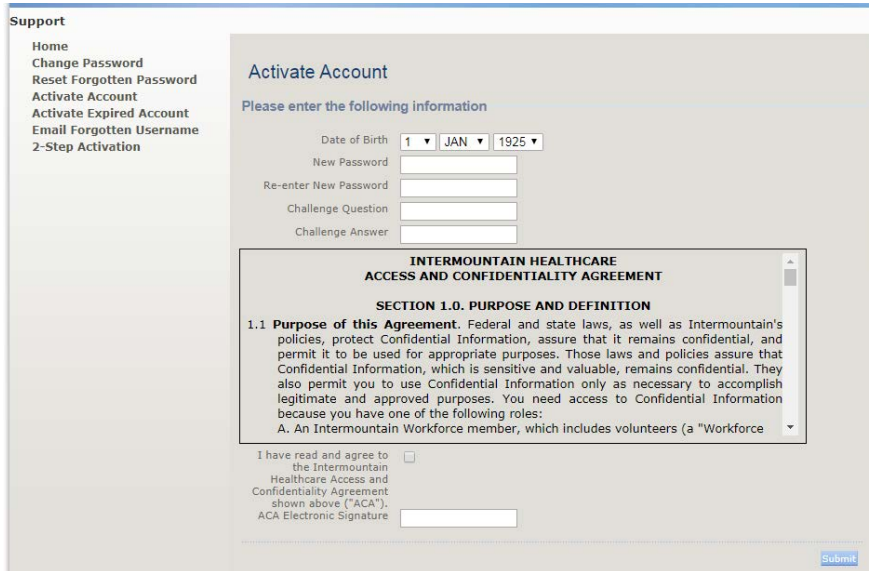


4. The Intermountain Support window opens; enter your User ID

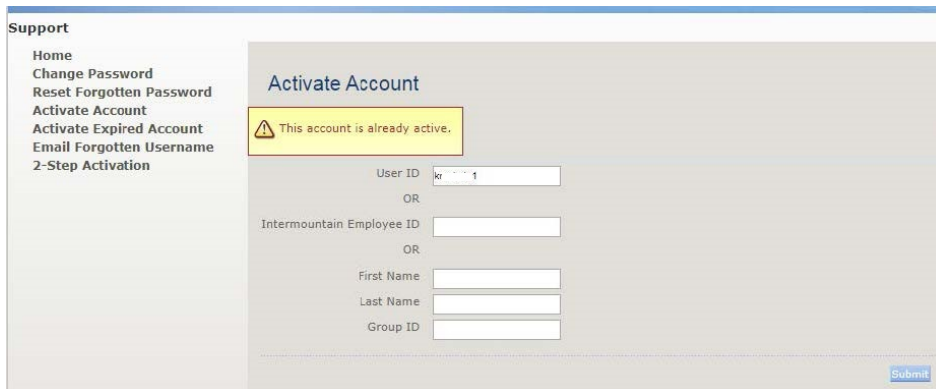
A screenshot of the Intermountain Support window. The window title is "Support". On the left is a navigation menu with links: "Home", "Change Password", "Reset Forgotten Password", "Activate Account", "Activate Expired Account", "Email Forgotten Username", and "2-Step Activation". The main content area is titled "Activate Account" and contains a form with the following fields: "User ID" (input field), "OR", "Intermountain Employee ID" (input field), "OR", "First Name" (input field), "Last Name" (input field), and "Group ID" (input field). A "Submit" button is located at the bottom right of the form.

5. Click **Submit**

- Complete the required fields including your **date of birth**, your **new password** twice, a challenge question, and then enter your **electronic signature**. Then click **Submit**.



- You will receive a notification that your account has successfully activated. Please allow up to 15 - 30 minutes for all systems to sync.
- NOTE:** If you get a notice that the account is already active, you may currently have a password set. If you are unsure what the password is, call our Help Desk (801) 507-3456 to set a temp password. Then choose the "Activate Expired Account" option on the left. Use the **temp password** for your **current password**.



- If you have any additional issues, please call the Help Desk at (801) 507-3456.