# **C** Piedmont Epic View Only Access

### **Epic View Only Access**

Anyone requesting View Only Access to Epic should complete the 3 required modules listed below from a Piedmont Computer. The modules are viewable only through our intranet.

Please see the instructions below for accessing the modules:

- 1. You will need to view the Epic Training modules on-site at a Piedmont facility.
- 2. The view only access is available on the intranet under the Education Tab.
- 3. Click on Epic Training.



4. From the menu on the left, click on the drop-down next to Additional Training Resources and select View Only Access.

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Apps • @YourService •	Benefit			
You are here > Home > Education > Epic Training				
Epic Training	~			
Meet the Epic Training Team	•			
Epic 2024 Training Calendars	•			
Epic Webex Training	•			
Accessing Epic Playground (PLY)	•			
Epic Guides & Tip Sheets	•			
Playground Workbooks	•			
Epic Quarterly Upgrades	•			
Epic Downtime Processes	•			
Dragon One Resources	•			
Ongoing Training Tune-Up Videos	•			
Additional Training Resources	^			
View Only Access	-			

5. Follow the process on the page and complete the all 3 of the Required eLearning modules.

#### Required eLearning's

- · Overview of Hyperspace
- Chart Search
- Chart Review Filters

## Piedmont Epic View Only Access

 A network and Epic login will need to be requested on the IS Service Catalog. This request must be completed by a Piedmont employee. It may take up to 48 hours to receive the login information.

You will receive a temporary password that you will need to change the first time you log in.

Follow the steps below for changing your temporary password:

- 1. Open the Intranet from a computer onsite.
- 2. From the Piedmont Empowered site, click on the drop-down next to @YourService and select Password Reset.



- 3. Sign in with your Network ID and password.
- 4. Select change next to password.

III Piedmont My Sign-Ins V				
A Overview	Security info			
𝒫 Security info	These are the methods you use to sign into your account or reset your password. You're using the most advisable sign-in method where it applies. Sign-in method when most advisable is unavailable: Phone Change			
💻 Devices				
🔍 Password	+ Add sign-in method			
🖻 Organizations	& Phone		Change	
🔒 Settings & Privacy	Password	Last updated: 17 days ago	Change	

5. Update your password and click submit.

## **Diedmont** Epic View Only Access

Change your password		$\times$
User ID @piedmont.org		
New password		
Confirm new password		
	Cancel	Submit

6. Your new password must be at least 8 characters in length. Must have an uppercase letter, a lowercase letter, a number and a special character @ # \$ % & !. The password cannot be a simple password like your name and some numbers. Make it strong and remember it!