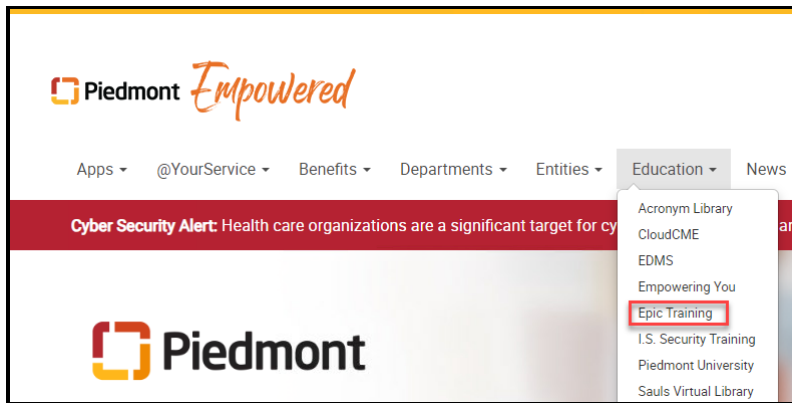


Epic View Only Access

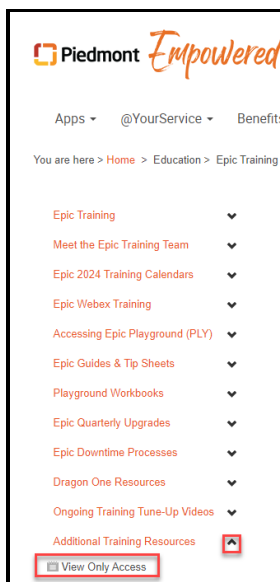
Anyone requesting View Only Access to Epic should complete the 3 required modules listed below from a Piedmont Computer. The modules are viewable only through our intranet.

Please see the instructions below for accessing the modules:

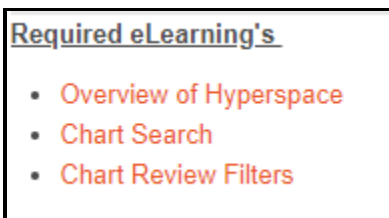
1. You will need to view the Epic Training modules on-site at a Piedmont facility.
2. The view only access is available on the intranet under the Education Tab.
3. Click on Epic Training.



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



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

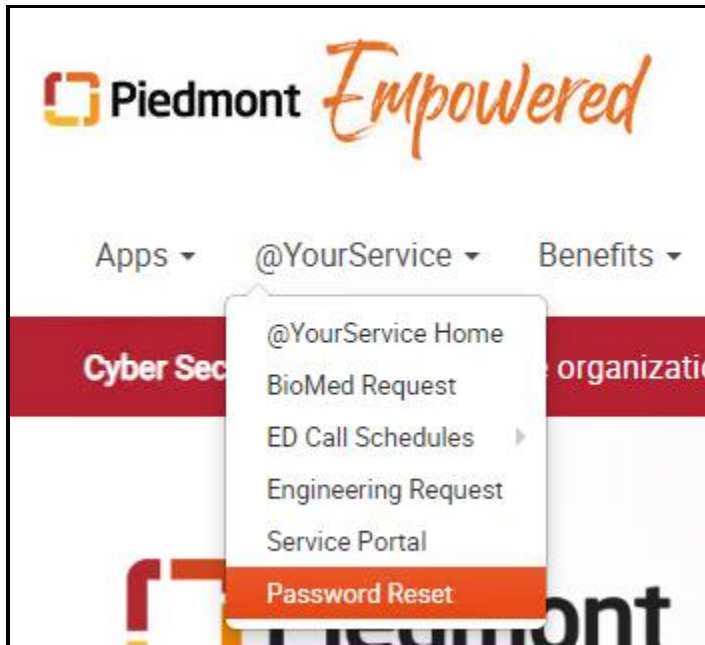


6. A network and Epic login will need to be requested on the IS Service Catalog. This request must be completed by a Piedmont employee. It may take up to 48 hours to receive the login information.

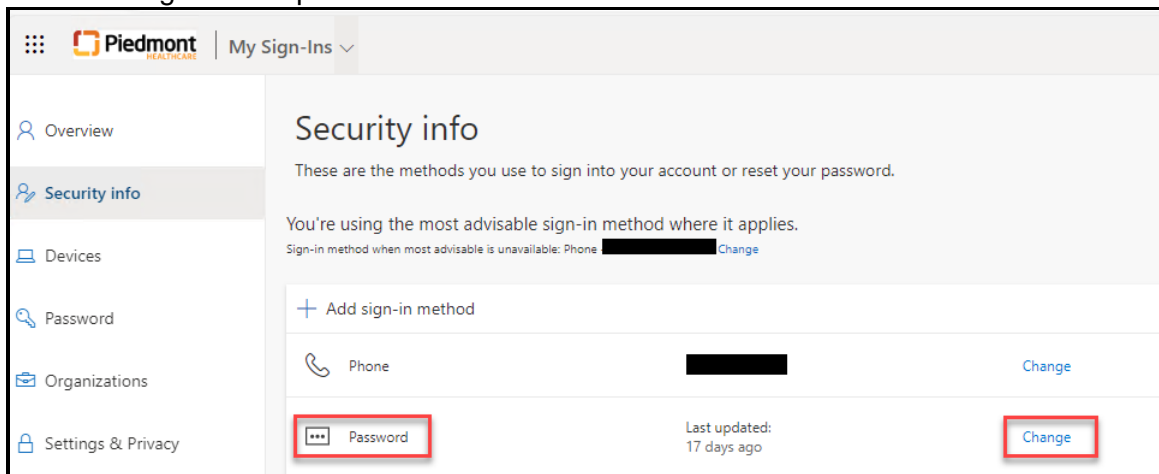
You will receive a temporary password that you will need to change the first time you log in.

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.



5. Update your password and click submit.

Change your password ×

User ID
[REDACTED]@piedmont.org

New password

Confirm new password

- 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!