

## MCS Essette – Multifactor Authentication

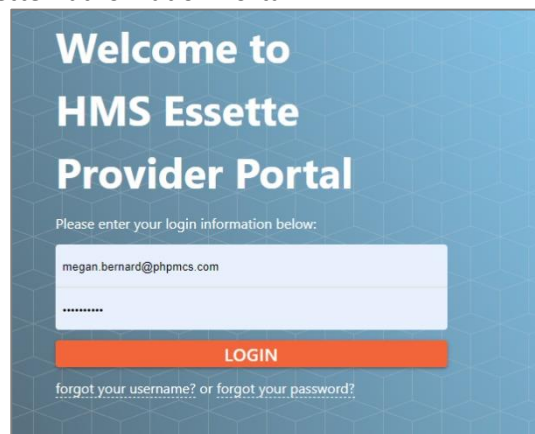
Multifactor authentication will now be required for all MCS Essette Authorization Portal accounts. You will receive a message to your email account on file with a 6-digit code from **donotreply@phpmcs.com**. You must enter this code in the screen after your username and password. Your username and password will not change, and no other changes will occur to the MCS Essette Authorization Portal.

Please ensure that your email account used on the [MCS Essette Authorization Portal](#) is updated and accessible. There can only be one user per account.

**You can verify your email and user status by reaching out to [portal@phpmcs.com](mailto:portal@phpmcs.com).**

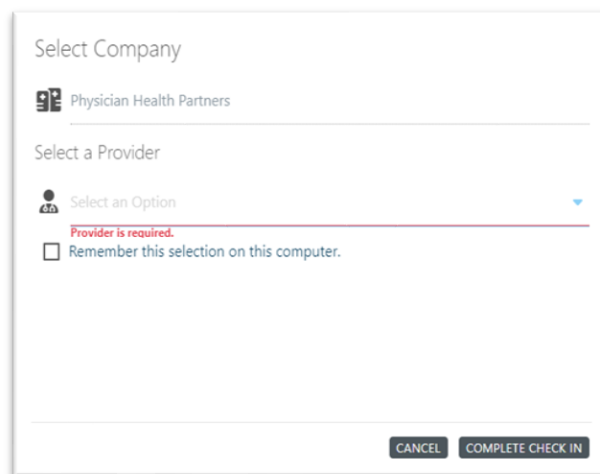
### What to expect:

- Login to the MCS Essette Authorization Portal:



The screenshot shows the login page for the HMS Essette Provider Portal. It has a blue background with a white grid pattern. The text 'Welcome to HMS Essette Provider Portal' is at the top. Below it, it says 'Please enter your login information below:'. There are two input fields: the first contains the email 'megan.bernard@phpmcs.com' and the second contains a masked password '\*\*\*\*\*'. An orange 'LOGIN' button is below the password field. At the bottom, there are links for 'forgot your username?' and 'forgot your password?'.

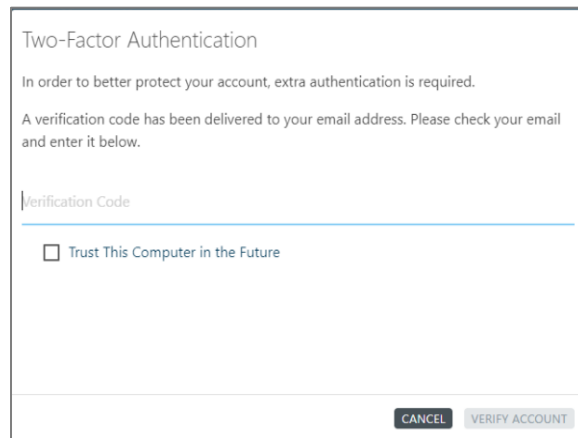
- Enter username and password.
- Click Login.
- Select a provider:



The screenshot shows a dialog box with two sections. The first section is titled 'Select Company' and has a dropdown menu with 'Physician Health Partners' selected. The second section is titled 'Select a Provider' and has a dropdown menu with 'Select an Option' selected. Below the dropdowns, there is a red error message 'Provider is required.' and a checkbox labeled 'Remember this selection on this computer.' At the bottom right, there are two buttons: 'CANCEL' and 'COMPLETE CHECK IN'.

- The login prompt will trigger the authentication code to be sent to the email address connected to your account.

- The email should arrive within a few minutes of the login trigger.
  - The email is system generated, from **donotreply@phpmcs.com**.
  - Check your spam folder.
  - If you do not receive an email, please verify email on file by reaching out to [portal@phpmcs.com](mailto:portal@phpmcs.com).
- Enter the 6-digit code from the email:



The image shows a 'Two-Factor Authentication' form. At the top, it says 'Two-Factor Authentication'. Below that, it states 'In order to better protect your account, extra authentication is required.' and 'A verification code has been delivered to your email address. Please check your email and enter it below.' There is a text input field labeled 'Verification Code'. Below the input field is a checkbox labeled 'Trust This Computer in the Future'. At the bottom right, there are two buttons: 'CANCEL' and 'VERIFY ACCOUNT'.

- Select whether or not you would like this system to remember your device by selecting “Trust this Computer in the Future”
- Click Verify Account.

**Do not share this code.  
This information is unique to your account setup and  
sharing is a HIPPA violation.**