REFERRING PROVIDER INITIAL ACCESS

OKTA ENROLLMENT

You will receive your Welcome email from OKTA. This is a safe email. This email will provide your new username and steps to set up your password. Below are high level steps to completing enrollment:

- Make note of your new username
- Click on Activate OKTA Account button.
- Click on Set Up button.
- Enter new password.
- Re-enter new password.
- Click Next button

NEW LINKS

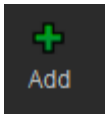
- **New InteleConnect Link:** https://pacsea.radpartners.com/Portal - add to your Internet Browser bookmarks
- **New InteleViewer bookmark**: https://pacsea.radpartners.com

ADDING NEW RP PACS BOOKMARK TO INTELEVIEWER

- Double click on InteleViewer icon

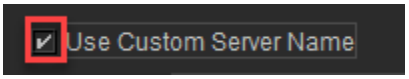
- Click *Edit Bookmarks*

- Click *Add* icon



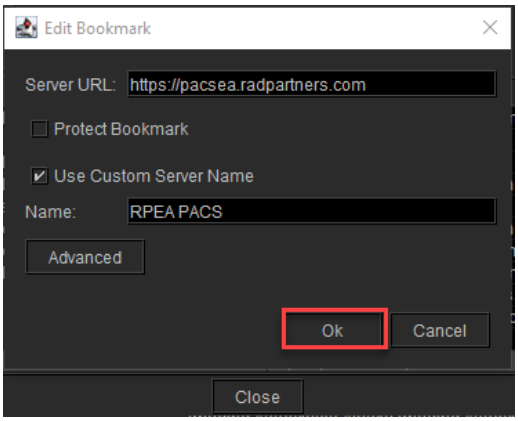
- In Server URL field, enter https://pacsea.radpartners.com

- Click *Use Custom Server Name* box



- In *Name* field, enter RPEA PACS

- Click OK button



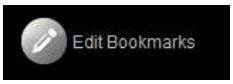
- You can now enter your RP credentials (*jef1.firstinitiallastname*) to log into InteleViewer

REMOVING JR PACS BOOKMARK FROM INTELEVIEWER

When you are ready to remove the JR PACS bookmark from your InteleViewer client, follow the below steps:

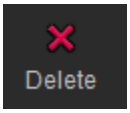
- Double click on *InteleViewer* icon

- Click *Edit Bookmarks*



- Single click on the JR PACS bookmark (https://pacs.jeffersonradiology.com)

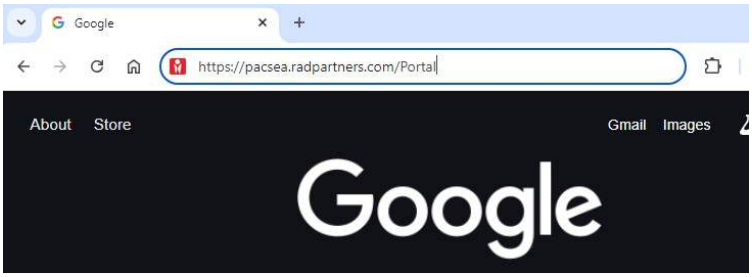
- Click Delete icon



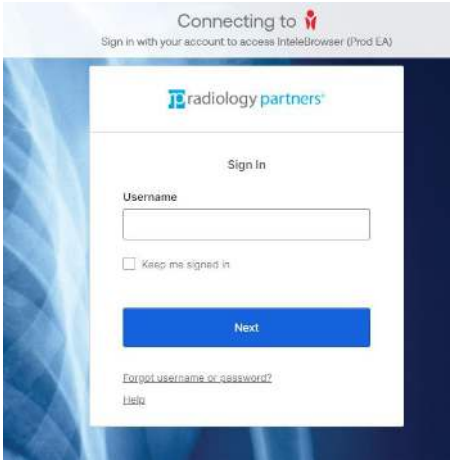
- Click Close to return to the login screen

Accessing RP InteleConnect Referring Portal

- From your internet browser (ex. Chrome, Edge, Firefox) enter the new URL for RP InteleConnect: https://pacsea.radpartners.com/Portal (*you can also click this hyperlink to open in your browser*)

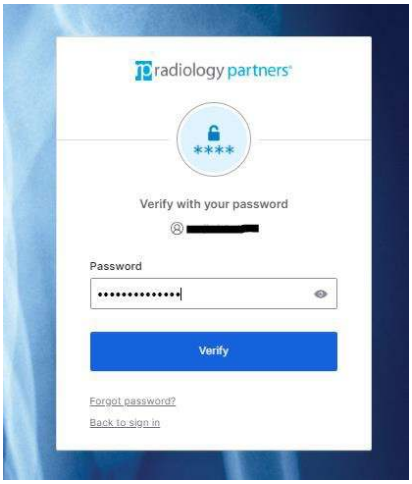


- The URL will resolve to the OKTA multi-factor authentication (MFA) page.

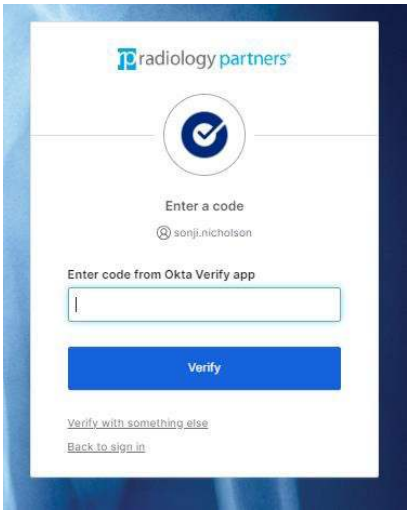


- Enter your RP username (*jef1.firstinitiallastname*) and click **Nex**

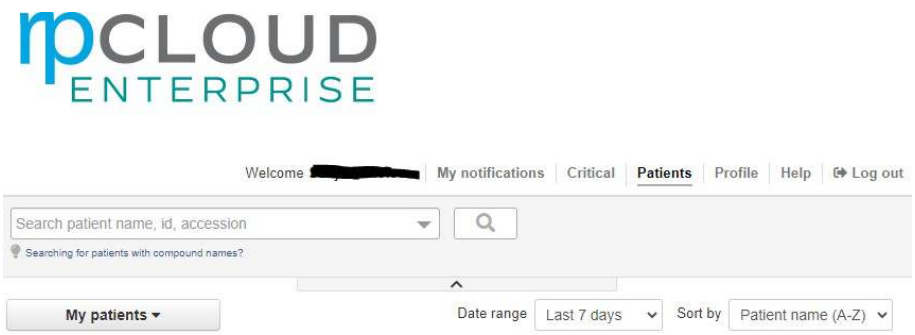
- You will then be prompted to enter your password



- Click **Verify**
    - Depending on the authentication notification set up during your Welcome enrollment, you will be able to select from Email, OKTA Verify or Push Notification
- Enter your verification code from your email or OKTA app **OR** click your push notification and click Verify



- Your page should resolve the RP InteleConnect Referring Portal



PASSWORD RESET

- If user forgot their password or did not enroll within the time limit to their OKTA Welcome email, please use the password reset link to reset credentials: https://ciam-radpartners.okta.com/signin/forgot-password