**How to Gain EPIC Access for Quality Improvement Professionals**

1. Complete the EPIC Clinical & Revenue Cycle Read Only Modules in LMS. Search for code in LMS: **EPIC17\_NEO\_ROREVCLIN\_CURR**
2. Once the modules are complete, then you must take the EPIC Clinical & Revenue Cycle Read Only Assessment. Search for Code in LMS: **EPIC\_NEO\_ROREVCLIN\_TST**
3. Once the assessment is complete and you have made at least 80%, you can then request EPIC Access from ISD. <https://unchc.service-now.com/sp?id=sc_home>
4. Once you click on the ISD service site, you can then click on the service catalog and then click on “Unblock Epic Access – Required Training Completed”

 

1. Once your request has been approved, MySupport@UNC will send you an email granting that your access is unblocked and will let you know what your username/password is for EPIC@UNC.
2. To ensure you have access to both inpatient and outpatient facilities at UNC, visit the Access Request Center (ARC) website. <https://iam.unch.unc.edu/CourionARMS/AspxCommon/PortalHome.aspx>
3. Submit a request to get UNCHCS View Only Access (T2109902). An email will be sent to you to let you know that your access has been granted.
4. For additional reporting access, you must complete the EPIC@ UNC Reporting class and then request in ARC the Sub-High Needs Reporting template to get additional reporting access. Registration for additional classes can be completed via LMS.

Additional EPIC courses to consider:

* EPIC@UNC Reporting (in person)
* Business Objectives New User (in person)

If you have any questions or concerns, please reach out to Candice Hunt at Candice.Hunt@unchealth.unc.edu or (910) 674 – 0063.