Personal Identification Verification

Login Guide



U.S. Department of Veterans Affairs

Veterans Health Administration Office of Connected Care

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You must meet the prerequisites below to link/bind your PIV credentials to your VistA account(s).

• Have Access and Verify codes for VistA accounts.

If you do not have, or do not remember your Access and Verify codes, contact your local IT.

• Have PIV card PIN.

If you do not remember PIN or experience any other issue, call the Enterprise Service Desk at 855-673-4357, option 1 or visit yourit.va.gov/va

Instructions to link your PIV credentials to your VistA account(s):

- 1. Navigate to the IAM Provisioning Service Link VistA to User task found here https://mvitkssoi.iam.va.gov/imdquiWeb/provManagedUserLMA.do.
- 2. If you are not already logged into a Single Sign-On (SSO) application, the site will prompt you to log in.
 - a. Click the PIV card.
 - b. Select your certificate
 - Certificate should read Issuer: Veterans Affairs User CA B1



Figure 1: Single Sign on

- c. If you receive the following errors after logging in, please see the indicated Knowledge Document for resolution, then continue to Step 3 below.
 - Page Cannot Be Displayed: Verify the correct Internet Explorer settings, required by the VA for PIV use (http://vaww.nsd.va.gov/CAisd/pdmweb.exe?OP=SHOW_DETAIL+PER SID=KD:456928+HTMPL=kt_document_view.htmpl+open_mode=2).
 - ii. You are in compatibility mode and certain features in the TK will not work as expected: Turn off compatibility view

(http://vaww.nsd.va.gov/CAisd/pdmweb.exe?OP=SHOW_DETAIL+PER SID=KD:456396+HTMPL=kt_document_view.htmpl+open_mode=2)

3. The *Link VistA to User* task window will open. If it does not, click **Link VistA User** from the navigation links on the left.

Note: After selecting Link VistA User, a table will display the sites to which your PIV card is linked. If none are currently linked, the following message will display: "No VistA Stations Linked to your account in Provisioning."

	IdS VA Provisionin	ng Services	Monday May 15th, 2017 Log off
	VistA instances the Instance NO VISTA STATIONS UNKED	At are already bound Name Status	
My Account List	My User Account I	nformation	
Concernant for Salt	Network Id		
Ä	User Name		
Remains for Others	VA Email Address		
Link VistA User	User Account Req	uest Information	
	- Link Account	Select a VistA Instance 🗸	
	- Access Code		
	 Verify Code 		
		Submit Cancel	

Figure 2: IdS VA Provisioning Services – VistA Instances that are Already Bound

From the *Link Account* drop-down menu, select your **VistA Instance**.
 If you have access to more than one VistA instance, repeat steps 4 – 6 until all accounts are linked.

Tip: To jump to a station on the list, type the station number. The selection will jump to that spot in the drop-down menu.)

5. Enter your **VistA/CPRS Access Code** and **Verify Code** for that VistA instance, and then click **Submit**.

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	VistA instances th	IName Status	
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Request for Others	VA Email Address		
Link VistA User	User Account Red	quest Information	
	- Link Account	Select a VistA Instance 🗸 💟	
	Access Code	occesscode	
	- Verify Code		
		Submit Cancel	

Figure 3: IdS VA Provisioning Services - User Account Request Information

NOTE: Access Code and Verify Code may also be known as VistA or CPRS code, or VistA or CPRS password. It is the same information entered to log into VistA and CPRS.

VISTA Sign on		BHHH
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Figure 4: VistA Sign On

6. Once you click submit, if the Access/Verify code was accepted and successful, the application returns the message: Your Provisioning Account and VistA Account have been linked. Your user DUZ is (XXXXX) Linked with Sec ID: XXXXXXXX.

NOTE: There may be a delay before the link is successful. If this happens, the application returns the message: **Your request has been staged. You will receive an email once the linkage is complete. You can check back to see if the link is complete.** Once the link is complete, you will see the connected instance as shown in the image below (Step 6).

Verify the newly linked VistA account in the list of Instance Names.

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	Your Provisioning Account and Vash Account have been linked		
My Account List	VistA instances th	at are already bound	
C Request for Sell	Instance	Name Status	
Request for Others	My User Account I	nformation	
Link VistA User	Network Id		
	User Name		
	VA Email Address		
	User Account Req	uest Information	
	+ Link Account	Select a VistA Instance 🗸 🛄	
	Access Code		
	- Verify Code		
		Submit Cancel	

Figure 5: IdS VA Provisioning Services - linked accounts

7. Select **Sign Out** at the top right of the screen to go to the IAM SSOi session page.

 IdS VA Provisioning Services	Monday May 150, 2017

8. Click **Log Out** at the bottom of the page to close IAM SSOi session.

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VA Single Sign-On About Contact Us	
You have been logged out of identity Management Toolkit You can navigate to another application protected by VA Single Sign-On without logging in.	
You are logged in to VA Single Sign On Internal (SSOI). If you are finished working, log out of VA Single Sign-On and close any secure sessions that may still be open by clicking the "Logout" button.	
To protect your privacy, please close your web browser now.	
Logout	

Figure 6: Logout

You have successfully linked your PIV credential to your VistA account(s).

If you experience any **issues or are unable to complete** the linking/binding process, contact the **Enterprise Service Desk at (855) 673-4357, Option 3**, or by email to esd@va.gov. Please do not leave a comment for technical issues.