

Downloading and Registering the DIGIPASS for Mobile Enterprise Security Edition Application



Kaleida Health

Electronic Prescribing (ePrescribe) Overview

A New York State mandate will require all prescriptions, including controlled substances, to be electronically prescribed effective March 27, 2016. Kaleida Health implemented a process to allow providers to electronically prescribe controlled substances on March 23, 2015. Providers must use two-factor authentication when electronically prescribing a controlled substance. In addition to a password, providers will also need to enter a unique, one-time use passcode for each prescription.

In order to electronically prescribe controlled substances at Kaleida Health, providers will need to perform the following:

1. Download DIGIPASS for Mobile Enterprise Security Edition on your Android, iOS or Windows smartphone or tablet by visiting www.kaleidahealth.org/DIGIPASSapp, OR if you do not have an Android, iOS or Windows smartphone or tablet, obtain a VASCO® fob by calling the Technology Assistance Center (TAC) at 859-7777
2. From a computer, visit <https://www.infoclque.com/DIGIPASS>, enter your Kaleida Health network ID and password, and scan the QR code using the DIGIPASS application on your mobile device to obtain your two-factor authentication code
3. Register your certified electronic prescriptions for controlled substances (EPCS) software application with the Bureau of Narcotic Enforcement (*Residents should skip this step; all others see the top of page 2 of this document for detail*)

See below for more detailed instructions.

NOTE: It may take 1-2 business days from the time you download and activate DIGIPASS until you can electronically prescribe. Kaleida Health Information Technology (IT) Security and the Medical Staff Office must follow a process of nomination and approval as required by the regulation.

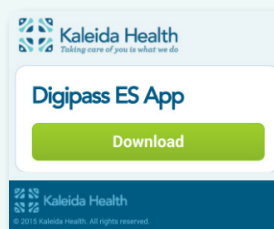
DIGIPASS for Mobile Enterprise Security Edition

Providers who use Cerner Millennium within Kaleida Health facilities to prescribe medication are encouraged to use the DIGIPASS application.

DIGIPASS is the mobile application that provides two-factor authentication, meaning something you have and something you know, when using the Electronic Medical Record (EMR) to prescribe controlled substances.

Use the following steps to obtain the software-based authentication code:

- 1 Using your mobile device, download DIGIPASS for Mobile Enterprise Security Edition on your Android, iOS or Windows smartphone or tablet by visiting www.kaleidahealth.org/DIGIPASSapp.



- 2 From a computer, visit <https://www.infoclque.com/DIGIPASS>. When prompted, enter your Kaleida Health network ID and password to reveal the QR code needed to obtain your two-factor authentication code.

Reveal QR Code



- Step 1
Launch the **DIGIPASS App** on your mobile device.
- Step 2
Touch the **QR Code** button.
- Step 3
Aim your device camera at the screen and position it over the QR Code to the left.
- Step 4
Verify your success by touching the **One Time Password** button. You should be presented with a 6 digit number.

- 3 Click the **Reveal QR Code** button and follow the instructions outlined to the right of the QR code.

You will have two opportunities to reveal your two-factor software-based authentication code. If you exceed the two reveals, you will receive the message below, and access to your authentication code will be locked. To unlock, contact TAC at 859-7777.

Access is locked. Please call TAC at 859-7777.

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Kaleida Health

Registering the Certified EPCS Software Application

The New York State Department of Health requires providers licensed in New York State issuing electronic prescriptions for controlled substances to register their certified EPCS software application with the Bureau of Narcotic Enforcement (BNE) by completing an EPCS registration form.

For instructions on how to complete the registration form, see the Additional Information for Providers section of the [Electronic Prescribing \(ePrescribe\) Frequently Asked Questions](#) document.

For more information about Cerner Millennium's certification, please see the [DEA EPCS Certification Letter](#).

The certified EPCS software application must be registered with BNE at least every two years, whenever the Drug Enforcement Agency (DEA) requires a new third party auditor, or when an EPCS software has a version upgrade, whichever occurs first. Kaleida Health will notify providers to re-register if the DEA requires a new third party auditor or if EPCS software is upgraded.

Need Assistance?

For more information about electronic prescribing at Kaleida Health, please see the [Electronic Prescribing \(ePrescribe\) Frequently Asked Questions \(FAQs\)](#), [ePrescribe \(Electronic Prescribing\) Quick Reference Card \(QRC\)](#) and "ePrescribe (Electronic Prescribing)" [web-based training \(WBT\)](#).

If you have additional questions or need to obtain a VASCO® fob, please contact TAC at 859-7777.