Multi-Factor Authentication (MFA) will be required when **remotely** accessing the "Active Users" link on MyTHR.org starting Monday, Aug 8.
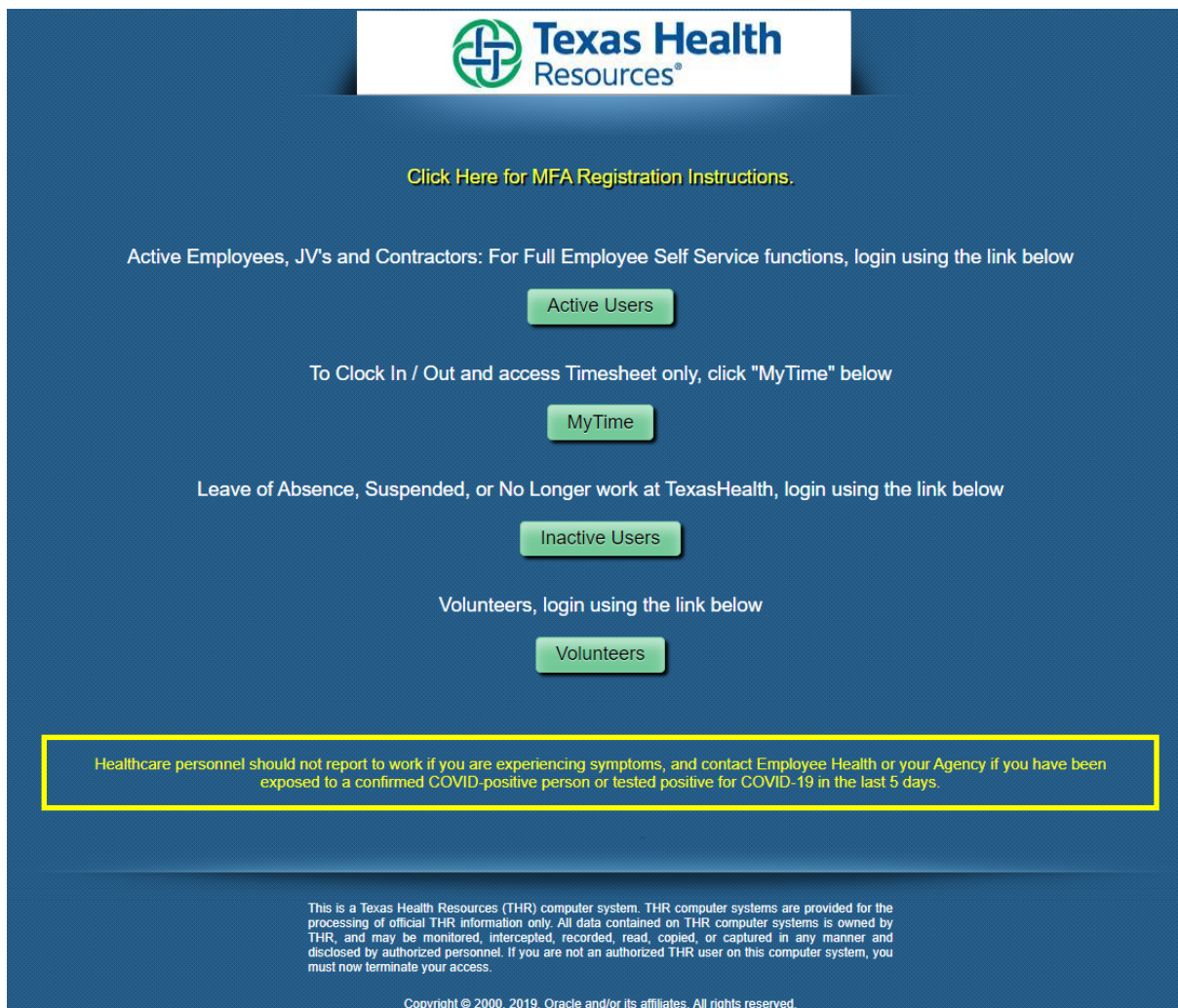
Why is this changing?
- To add an additional layer of security around the confidential data residing withing MyTHR.org
- To continue to securely provide employee self-service functions such as the following:
  - Viewing paychecks and updating direct deposit information
  - Viewing and updating personal information: address, phone number, email
  - Viewing benefits and updating dependent and beneficiary information

What is changing?
- MFA will be required when using the "Active Users" button to access all Employee Self Service Functions remotely *(on personal devices and not connected directly to a Texas Health Network)*.
- To use MFA, you must first be registered. If you have not registered for MFA, please do so prior to Aug 8. MFA registration Instructions are on the MyTHR.org homepage.
- To determine if you are registered for MFA, you can check here.

Following successful MFA registration:

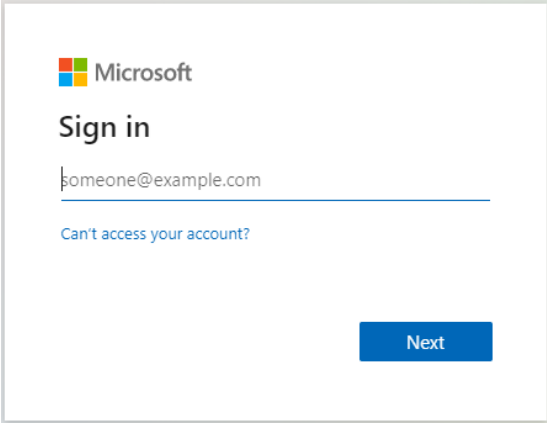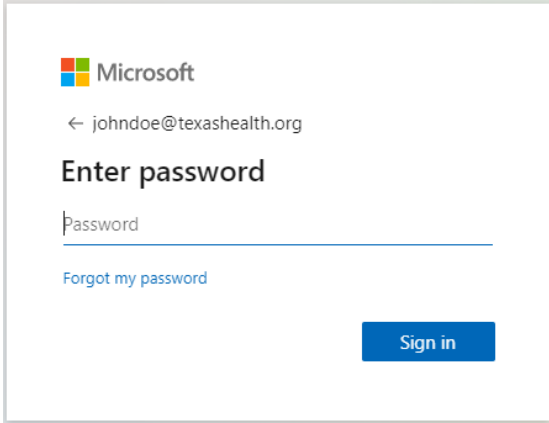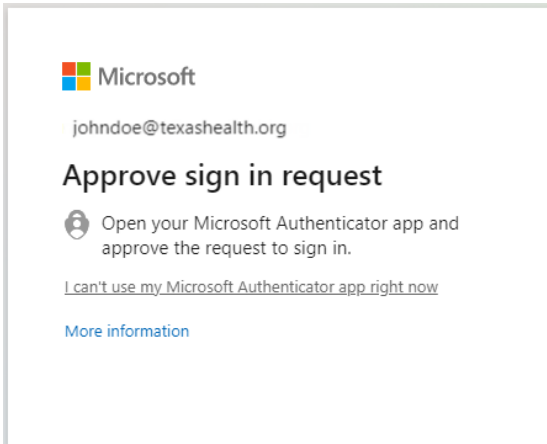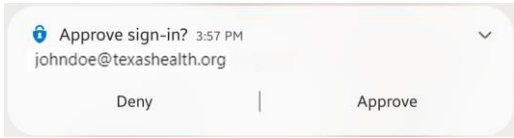Remotely access the MyTHR.org homepage, select "Active Users" link

Texas Health Resources®

Click Here for MFA Registration Instructions.

Active Employees, JV's and Contractors: For Full Employee Self Service functions, login using the link below

Active Users

To Clock In / Out and access Timesheet only, click "MyTime" below

MyTime

Leave of Absence, Suspended, or No Longer work at TexasHealth, login using the link below

Inactive Users

Volunteers, login using the link below

Volunteers

Healthcare personnel should not report to work if you are experiencing symptoms, and contact Employee Health or your Agency if you have been exposed to a confirmed COVID-positive person or tested positive for COVID-19 in the last 5 days.

On the Microsoft sign-on page, enter your business email address	Enter your network password.

After successful initial login, you will be prompted to authenticate on your Microsoft Authenticator app.	On your registered device, you will see an option to Approve or Deny the login request.

Once you confirm the login request, select the Approve option and you will be successfully logged into MyTHR.org to access all Self-Service Functions. |

What is not changing?
MFA will not be required for the MyTime, Inactive Users or Volunteer links. These users will continue to login the same manner as today using the links specified on the MyTHR.org homepage.

Users of MySWHRCIN.org are not impacted with this change.

Thank you for your support and patience while the ERP, IT Security and Networking teams continue to strengthen the security of our network.