

How to Activate EPCS

Chi - 2023-07-17 - eRx

How to Activate EPCS

After [Identity Proofing](#) is completed successfully, providers must activate their DUO Mobile Application or DUO Token. This is the last step in the EPCS/TFA Authentication process, which would enable the clinician to sign and send an electronic prescription for a controlled substance.

EPCS/TFA Activation - DUO Mobile

DUOMobile app will be used as the second factor of the Two-Factor Authentication (TFA) process during EPCS/TFA Activation, and every time a prescriber sends an electronic prescription for a controlled substance.

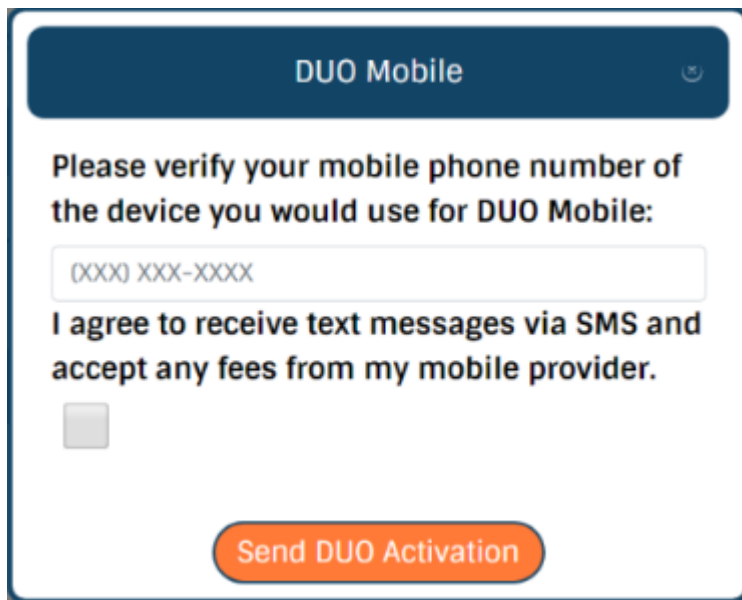
DUO Mobile Activation

Step 1

Click the e-RX tab on your VSee Clinic dashboard - this will open the prescribing app. In your navbar, click the exclamation icon.



Upon clicking the exclamation icon, a pop-up will appear, displaying an Activate TFA link. Click this link and the DUO Mobile prompt will appear.

A screenshot of the DUO Mobile activation screen. At the top, there is a dark blue header with the text "DUO Mobile" and a small smiley face icon. Below the header, the text reads "Please verify your mobile phone number of the device you would use for DUO Mobile:". Underneath this is a text input field containing the placeholder "(XXX) XXX-XXXX". Below the input field, the text says "I agree to receive text messages via SMS and accept any fees from my mobile provider." followed by a small square checkbox. At the bottom of the screen is a large orange button with the text "Send DUO Activation".

DUO Mobile

Please verify your mobile phone number of the device you would use for DUO Mobile:

(XXX) XXX-XXXX

I agree to receive text messages via SMS and accept any fees from my mobile provider.

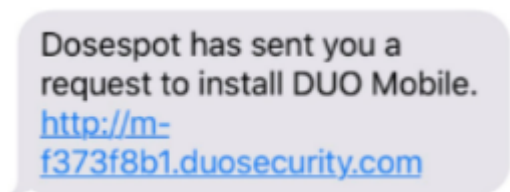
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Send DUO Activation

Step 2

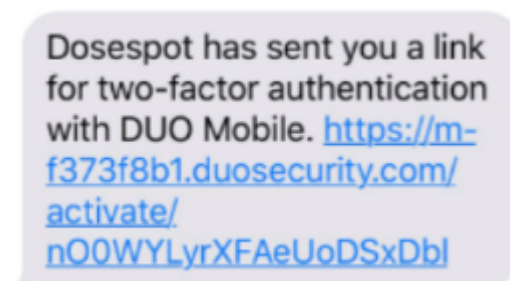
Once your mobile number is submitted, you will receive two text messages from DUO Mobile.

- The first text will provide a quick link to download the DUO Mobile app. Click the link if you have not downloaded it so.

A screenshot of a text message from Dosespot. The message says "Dosespot has sent you a request to install DUO Mobile." followed by a blue hyperlink: <http://m-f373f8b1.duosecurity.com>.

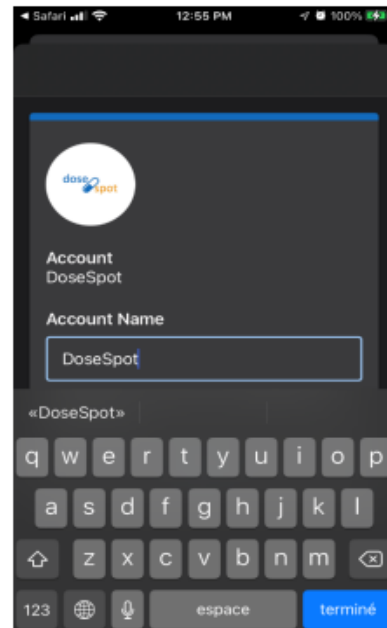
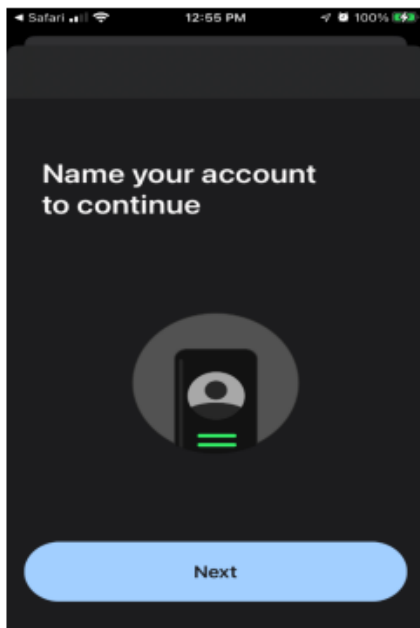
Dosespot has sent you a request to install DUO Mobile. <http://m-f373f8b1.duosecurity.com>

- Click the link in the second text message that will allow you to use DUO Mobile with the Dosespot application.

A screenshot of a text message from Dosespot. The message says "Dosespot has sent you a link for two-factor authentication with DUO Mobile." followed by a blue hyperlink: <https://m-f373f8b1.duosecurity.com/activate/n00WYLyrXFAeUoDSxDbI>.

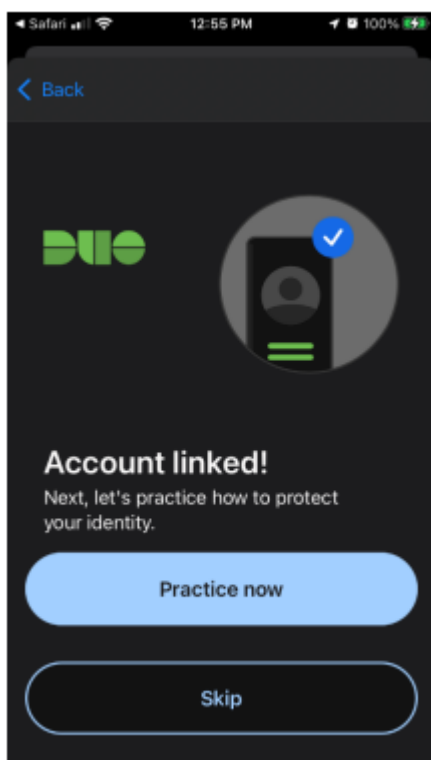
Dosespot has sent you a link for two-factor authentication with DUO Mobile. <https://m-f373f8b1.duosecurity.com/activate/n00WYLyrXFAeUoDSxDbI>

You will be prompted to name your account. The Account Name will default to DoseSpot, but you may change this name if you choose. Fill in the account name and then click **Next**.

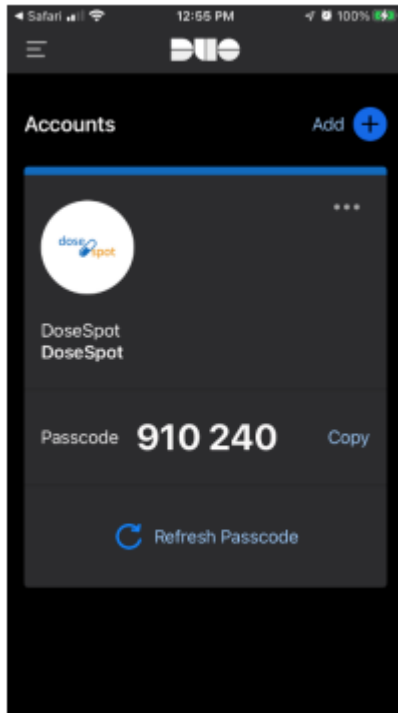


You will see a notice that DUO is now linked to your phone.

- If you would like to go through a tutorial on how to use DUO, click **Practice Now**.
- Or you can click **Skip** if you don't need to see the tutorial.



DoseSpot will now be listed in the DUO Mobile app. The six-digit number is the TFA code. The Refresh Passcode button will generate a new code. A new code is needed every time a TFA code is required in the DoseSpot application.



Step 3

Complete the TFA Authentication pop-up to activate your mobile app. If you are unsure about what to enter, you may use the guide below:

- The Session ID can be found in the Experian letter that was mailed after successful IDP, contact your tech support if the ID is no longer available.

Session ID

- The TFA Code is the 6-digit code generated by the DUO Mobile app.

TFA Code

- If you currently use a PIN for sending prescriptions, enter it here. If not, you may set a new one by clicking the **Set PIN** button.

PIN

Set PIN

Upon submission, you should see a Success! status message. You are now ready to start prescribing controlled substances.

Related article:

[Identity Proofing](#)

For further assistance, please contact us [here](#).

Last updated on: 16 June 2022

Tags

controlled substances

DUO

DUO Mobile

EPCS

eprescribe

eprescription

TFA