

SecureAccess Washington (SAW) is a secure gateway that allows individuals to access multiple online state agency services. To access the <u>WA Immunization Information System (WAIIS)</u>, you must have an active <u>SecureAccess Washington (SAW)</u> account.

How can I create a SecureAccess Washington (SAW) account?

1. Go to <u>https://secureaccess.wa.gov</u>. Click 'Sign Up!'.

Welcome	Sign Up!
 to your login for Washington state. 1 Sign Up! GET HELP Español 2. A popup form will appear. Complete the required fields and click 'Create my account' at the bottom of the form. 3. You will receive a Welcome email from secureacess@cts.wa.gov. This email includes a 	Contact Information For Security (Optional)
link to activate your SAW account. Click the activation link. Enter your new Username and Password and click 'Submit'.	Provide additional contact information to receive security codes and reduce the chance of losing access to your account. You can add or edit additional contact information later in your SAW account settings. Additional Email Address (Optional) Mobile Phone Number (Optional)
SA secure access@cts.wa.gov To You are almost finished,	Internation view our <u>Mobile Terms of Service</u> or <u>Privacy Policy</u> . Username Username Decouvered Resourcements
Thank you for signing up with Secure Access Washington. Your username is: To activate your account, please click: https://gcc02.safelinks.protection.outlook.com/?url=https/ 7Cd912c2f249ab404710a908dbda3e9f9d%7C11dbe217264e 2BEem5ULUHwfj5VJfgRA6V9jsK1VL9Q%3D&reserved=0	Add at least 10 more characters Add a special character or a lower case letter or an uppercase letter or a number Password
For questions or concerns about your SecureAccess Washington active to please visit https://gcor 7C11d0e217264e400a8ba057dcc127d72d%7C0%7C63: Thank you, The Secure Access Washington Team	Confirm Password

To request this document in another format, call 1-800-525-0127. Deaf or hard of hearing customers, please call 711 (Washington Relay) or email <u>doh.information@doh.wa.gov</u>. DOH 348-736 December 2023



How can I add the Washington State Immunization Information System (WAIIS) to my SecureAccess Washington (SAW) Account?

- Once logged into your <u>SAW</u> account, you will need to add WAIIS as a service. Click 'Add a New Service'.
- 2. Select 'I have been given a code by an agency.'
- 3. Enter the code WAIIS and click Submit.



WASHINGTON STATE -

IMMUNIZATION

INFORMATION SYSTEM

 You will be prompted to answer a series of questions based on your public record data to complete a Knowledge-Based Authentication (KBA). If you choose to bypass this Identity Verification, access to the WAIIS service will be delayed until your identity can be manually verified.

5. The WAIIS should now be available as a service through your SAW account. Click 'Access Now'. You will be prompted to choose a method for completing a Multi-Factor Authentication (MFA). Enter the code sent to you and click 'Submit'. Click 'CONTINUE' to access the WAIIS.

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