

## Imprivata Facial Biometric Consent and Enrollment User Guide

This document provides a detailed view of the steps required for an individual user to enroll and store their facial biometric information to use as an authentication method for future logins on a Shared (Type-2) workstation.

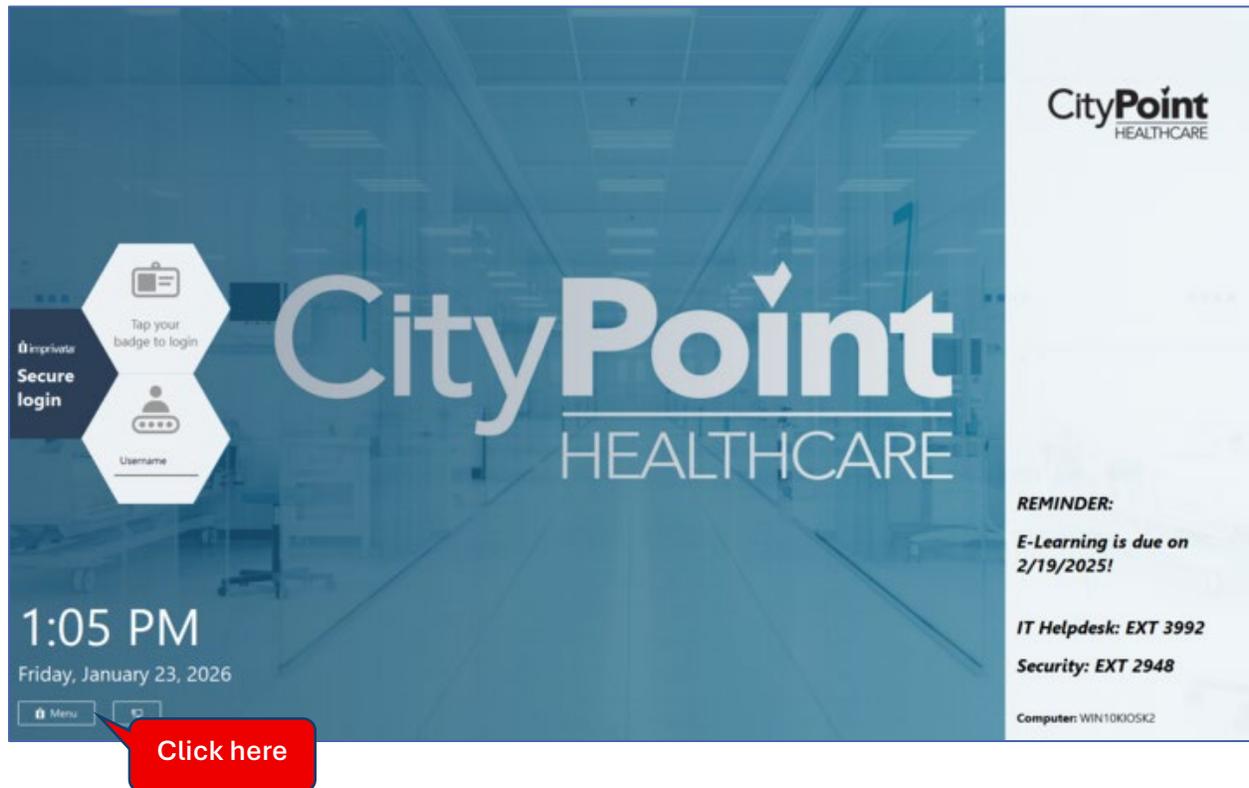
### WORKFLOW

1. Clinicians walk up to any Imprivata enabled shared workstation and see the screen shown below:

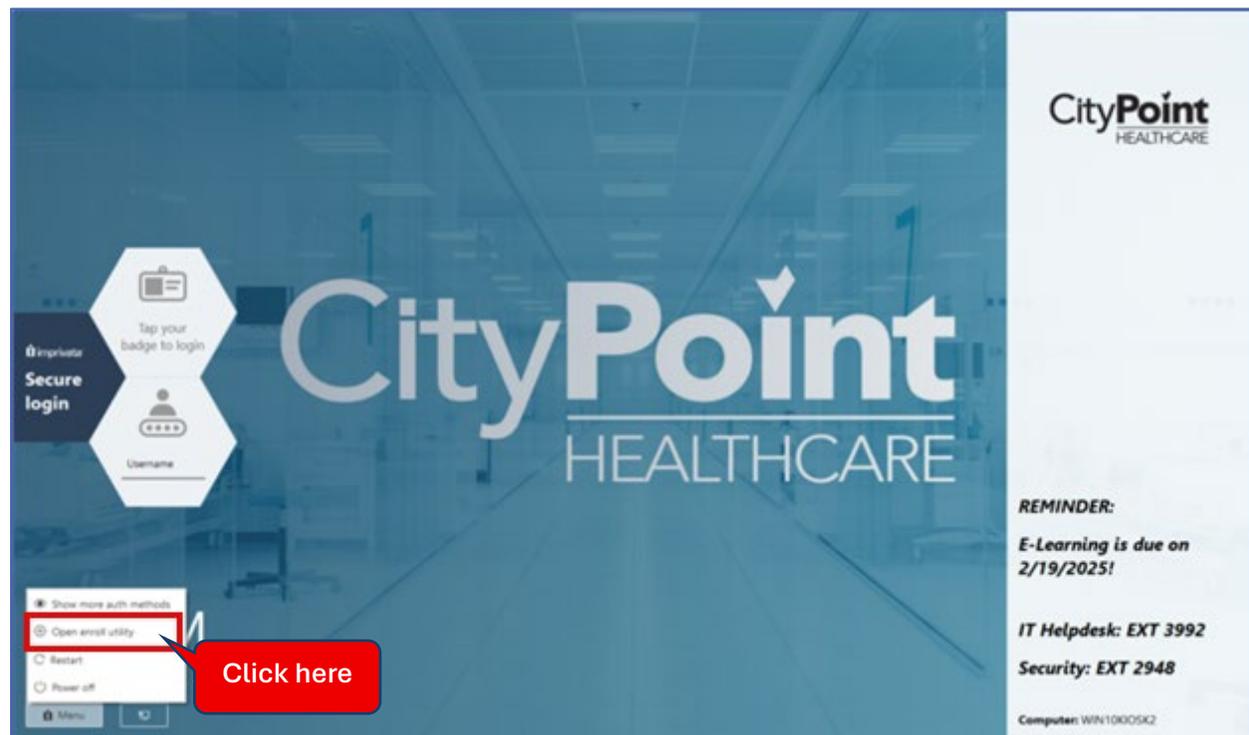


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- Using your mouse, left click the **Menu** button highlighted above to access the Enrollment Methods screen.

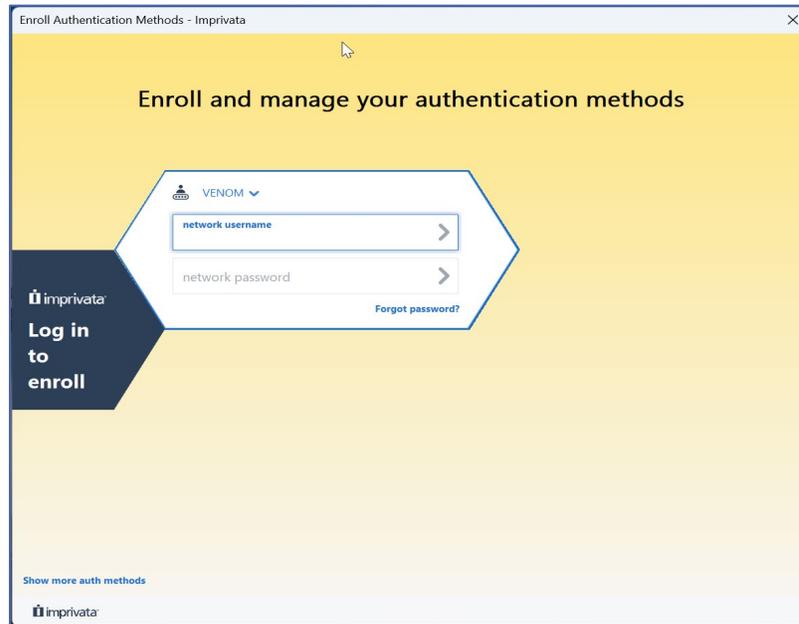


- Left click on the **Open Enrollment Utility** option shown below.

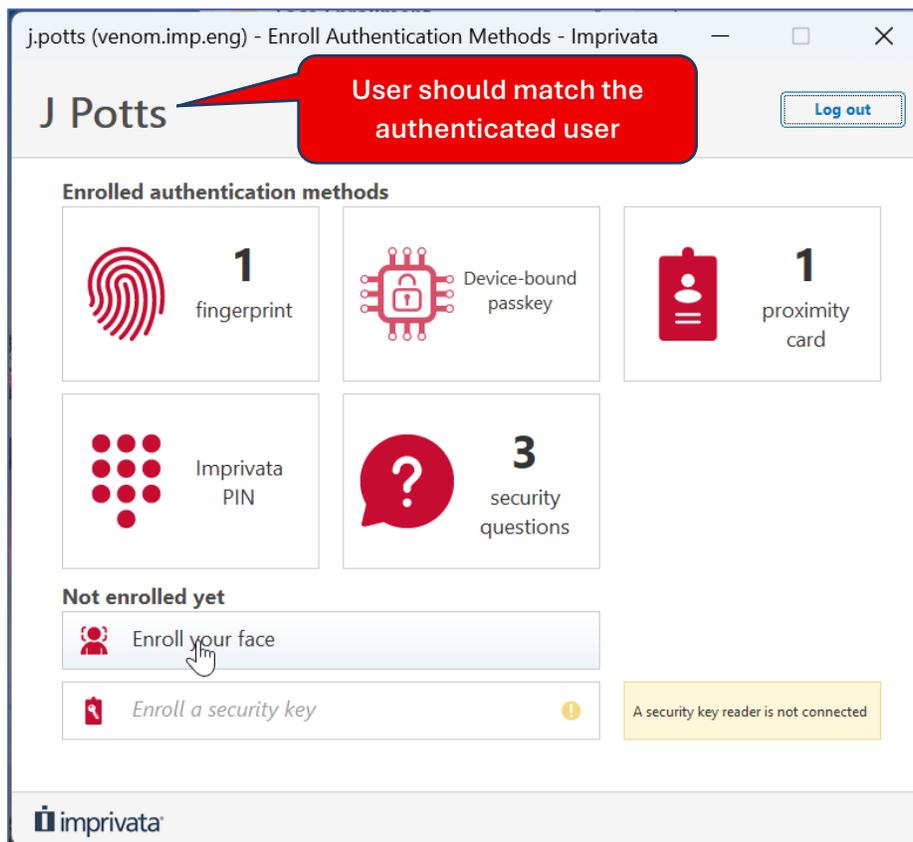


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- Before you can access the Enrollment Authentication Methods screen, you will need to enter your network credentials.

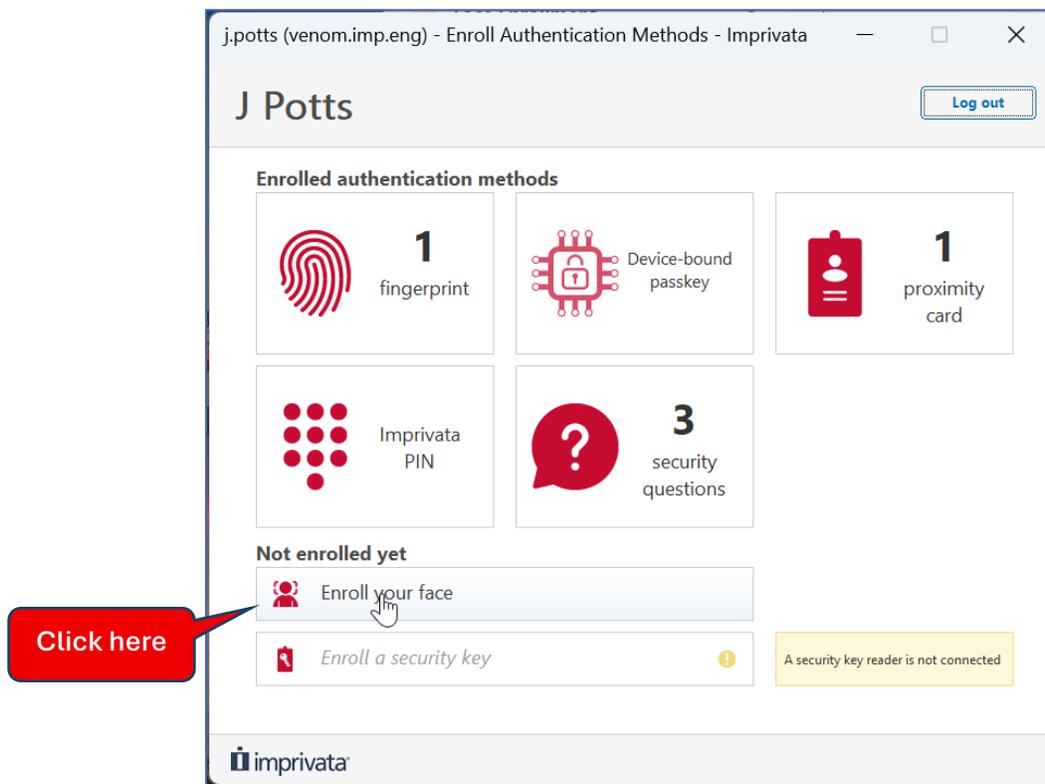


- After authenticating, the Enrollment Authentication Method screen is displayed as shown below. Validate that the username displayed matches the user that just authenticated.

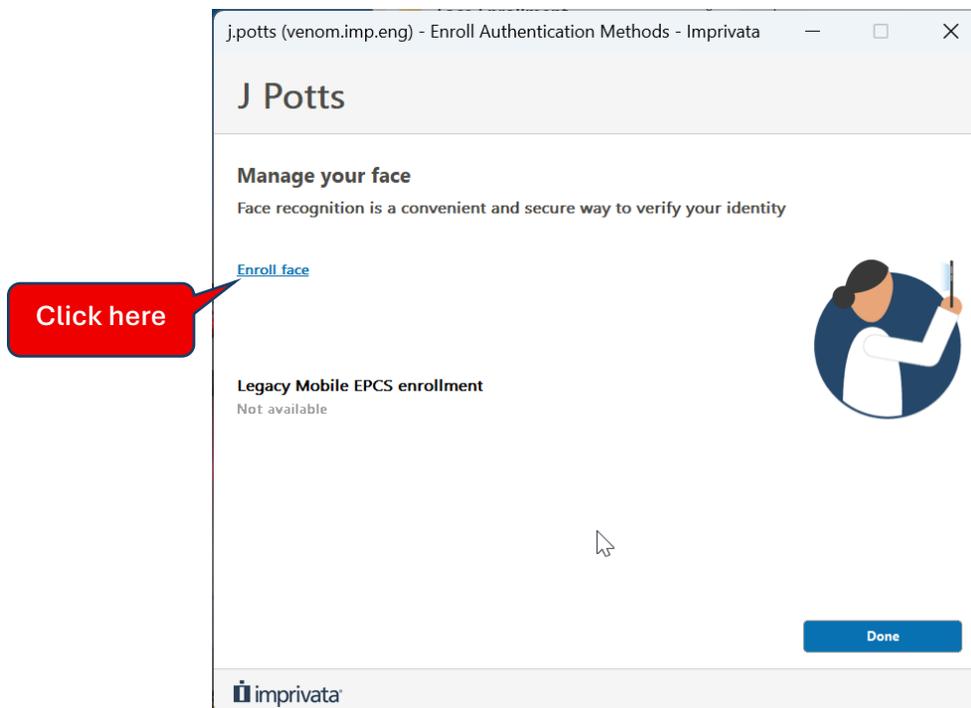


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6. Left click the **Enroll your face** option as shown below.

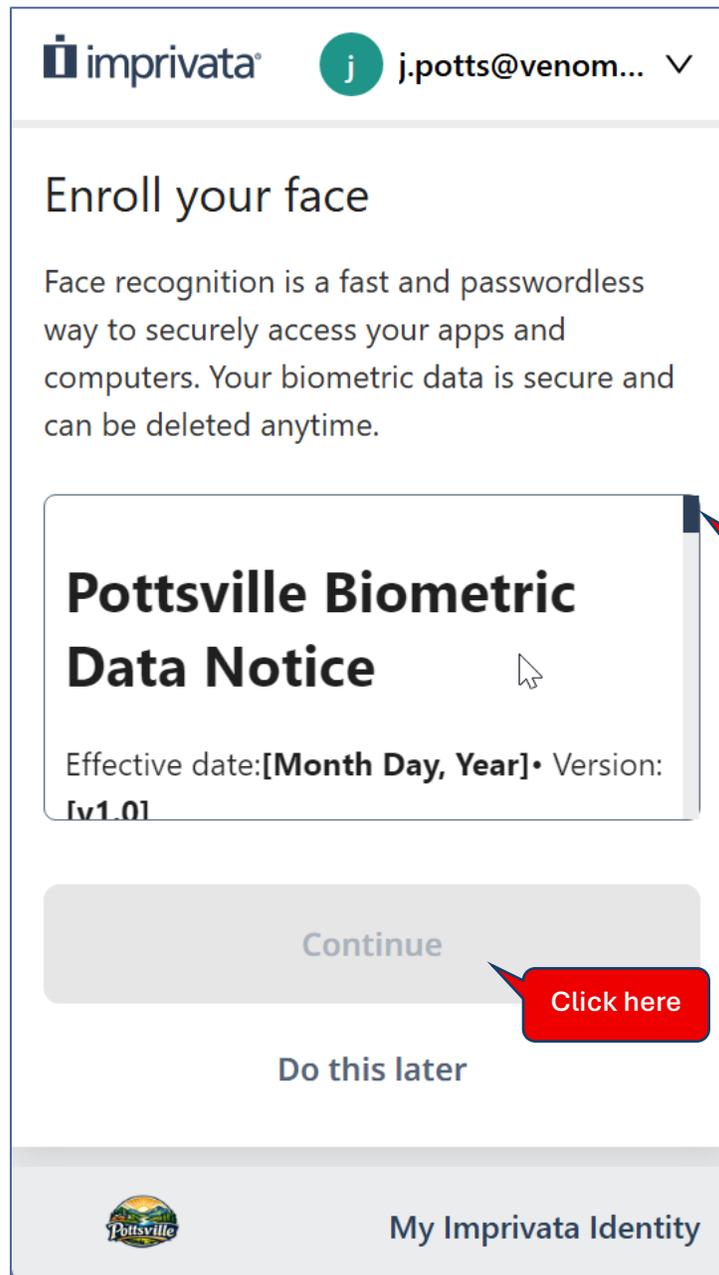


7. On the next screen, left click on the **Enroll face** link as show below.



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8. If your organization has set up a notification message for the end users, read the notice in its entirety.
  - **NOTE:** The **Continue** button will not be enabled until the entire message is read, which will require scrolling down within the message prompt.
  - After reading the notice, left click on the **Continue** button as shown below.



Make sure to scroll down to read the entire notice

Click here

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9. If your organization has set up a consent workflow for the end users, please select the U.S. state of which you reside (this is not the state where you primarily practice).
- **NOTE:** The **Continue** button will not be enabled until the entire message is read, which will require scrolling down within the message prompt.
  - After selecting the correct U.S. state, left click on the **Continue** button as shown below.

Imprivata Authentication

imprivata® j.potts@venom... ▾

### Enroll your face

Regulations on biometric data differ by jurisdiction. If you reside in the U.S., select your U.S. state. If you are not a U.S. resident, select your location. If required, consent will be requested on the next screen.

Select one

Alabama ▾

**Continue**

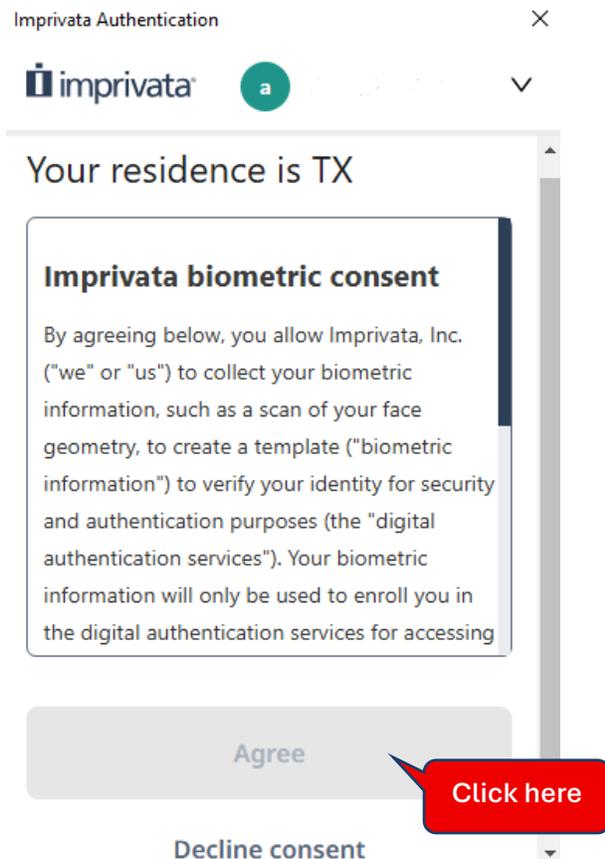
Do this later

**YOUR LOGO** My Imprivata Identity

Click here after selecting the U.S. state of which you

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10. If your residence requires a biometric consent to be reviewed, read the consent form in its entirety and click on the **Agree** button as shown below:



11. The “face selfie” screen opens immediately, and the system attempts to capture a valid picture for your facial enrollment.
- **Note:** there is no **Capture** button. Make sure that you are facing the camera during this process. The system will close the “face selfie” window immediately after a valid picture has been saved.

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12. Upon successful face capture, you will see the following prompt. Left click **Done** to continue.

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