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 single user workstation (Type 1) and shared workstation (Type 2) Imprivata agent endpoints.

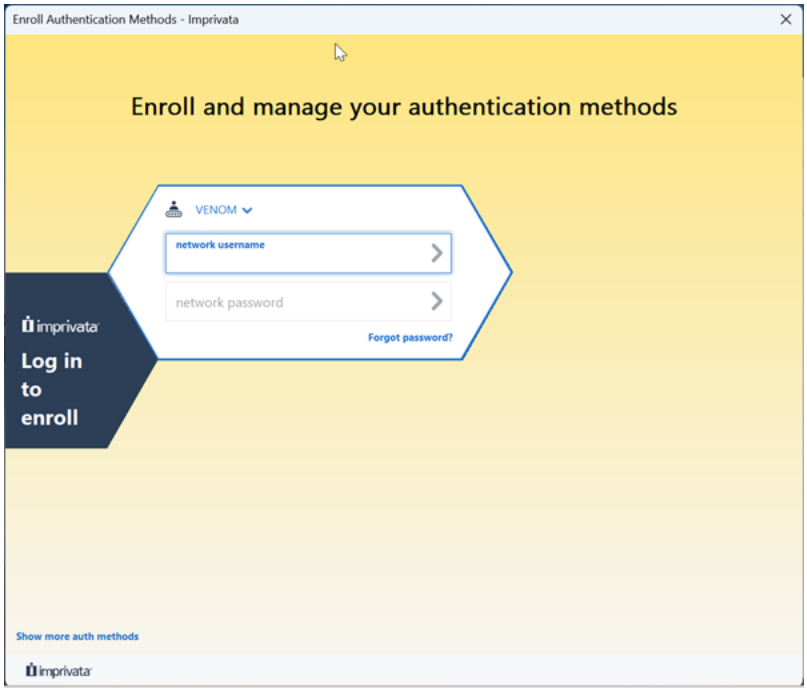
Workflow

To enroll facial biometric information, a user walks up to any Imprivata enabled shared workstation and views the Imprivata lock screen.

1. Click **Menu** to access the Enrollment Methods screen.

2. Click **Open Enrollment Utility** option shown below.

3. Enter your network credentials to access the Enrollment Authentication Methods screen.



4. After authenticating, the Enrollment Authentication Method screen is displayed. Verify that the username displayed matches the user that just authenticated.
5. Click **Enroll your face**.

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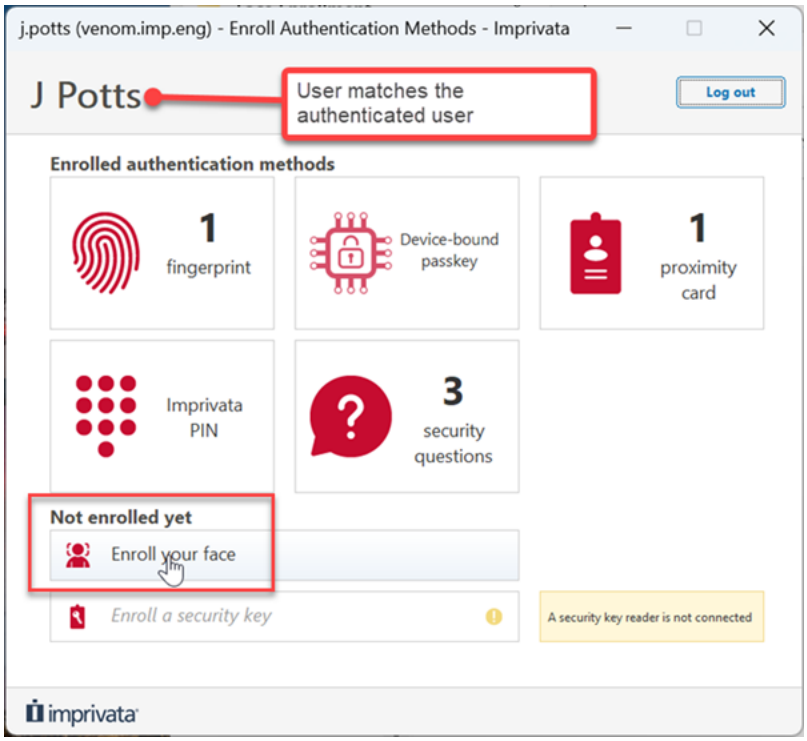
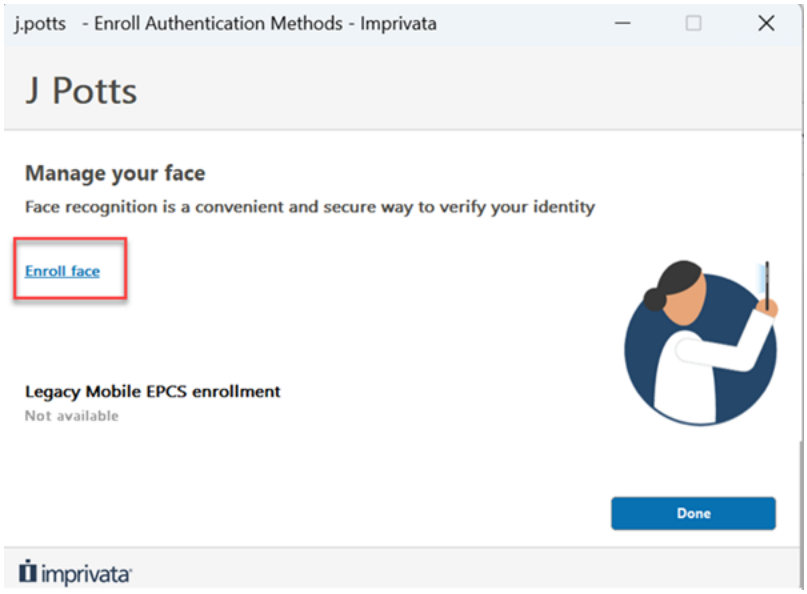


6. On the Manage your face screen, click **Enroll face**.



7. If your organization has set up a notification message for end users, read the notice in its entirety and click **Continue**.

> **NOTE:**
> The **Continue** button is not enabled until you review the entire message, which requires scrolling to the end of the message.

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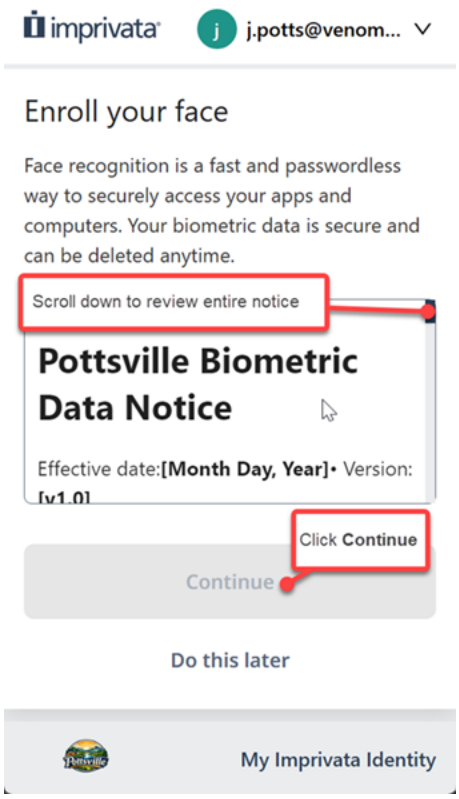

8. If your organization has set up a consent workflow for the end users, select the U.S. state in which you reside.

   This is not the state where you primarily practice.

   After selecting the correct U.S. state, click **Continue**.

> **NOTE:**
> The **Continue** button is not enabled until you review the entire message, which requires scrolling to the end of the message.

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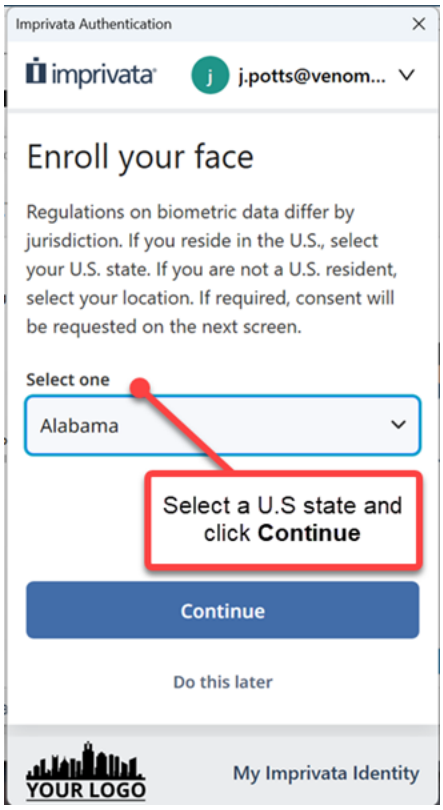
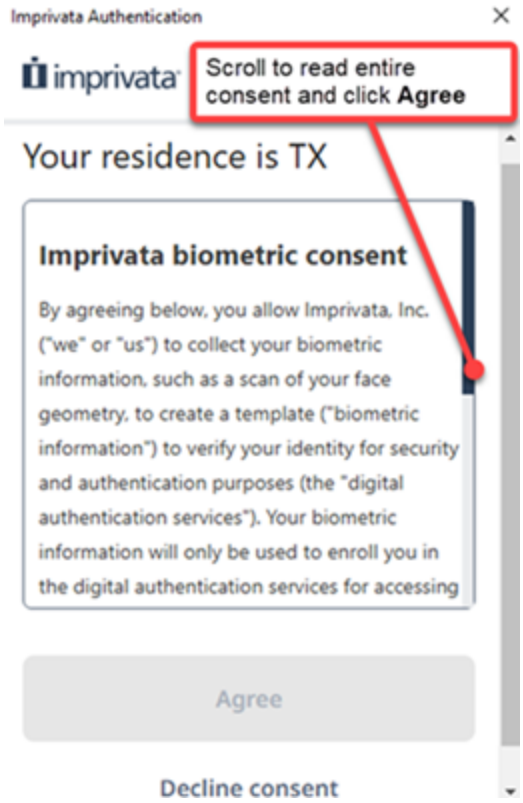


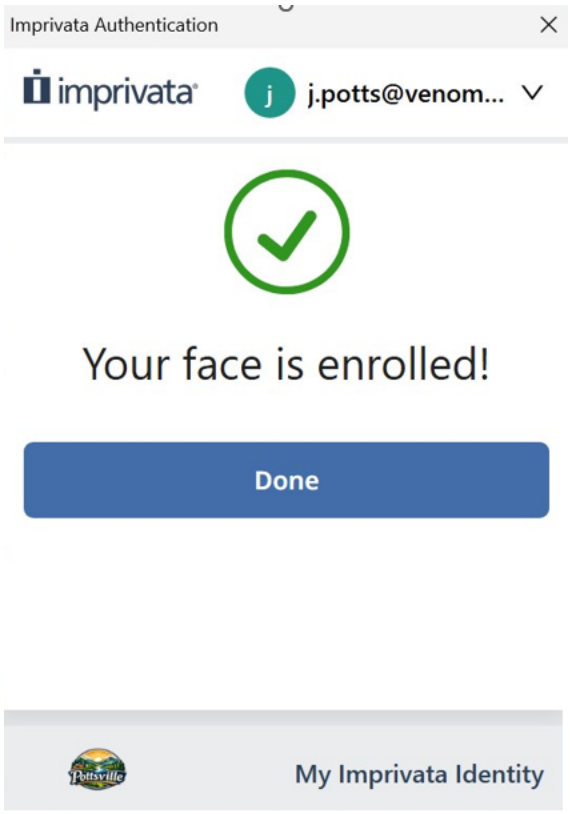
9. If your state of residence requires a biometric consent statement to be reviewed, read the consent form in its entirety and click **Agree**.



10. The "face selfie" window opens immediately, and the system attempts to capture a valid picture for your face enrollment.

> **NOTE:**
> There is no **Capture** button.
>
> Make sure that you are facing the camera during this process. The system closes the "face selfie" window immediately after a valid picture has been saved.

11. Upon a successful face capture, click **Done**. Your face is enrolled.



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