Cerner **circlehealth** *Complete connected care℠*
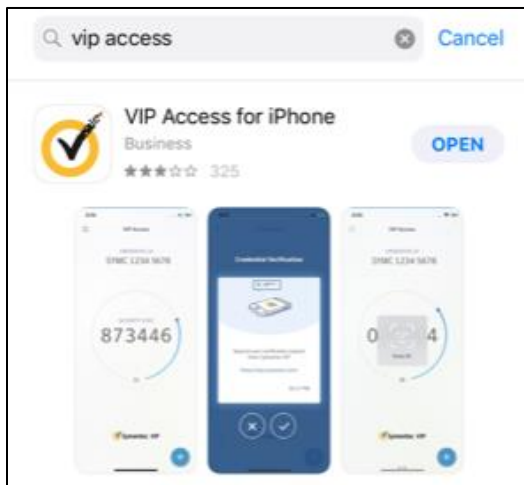
OBJECTIVE:

The below steps should be used to generate the Security Code when attempting to use any LGH or Cerner products such as Outlook or PowerChart outside of the hospital.

INSTALLING VIP ACCESS:

1. Open the **Mobile App Store** on your mobile device.
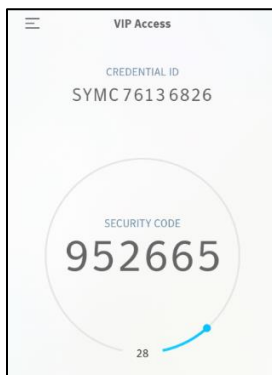

2. Search for **VIP Access** within the App Store Search Bar.

3. Select and Install the VIP Access mobile application.

4. Once installation is complete, **Open** the VIP Access app.

5. Select **Get Started** and follow the introduction prompts to generate the Security Code screen as displayed below.

   NOTE: After installing the VIP Access application onto your mobile device, you now need to complete the registration for your My VIP account. The steps for registration are displayed below.
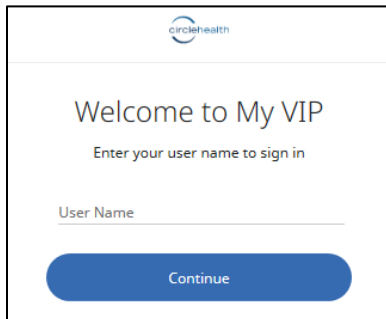
REGISTERING FOR VIP ACCESS:

1. From your desktop computer, select the below hyperlink to sign in to My VIP.
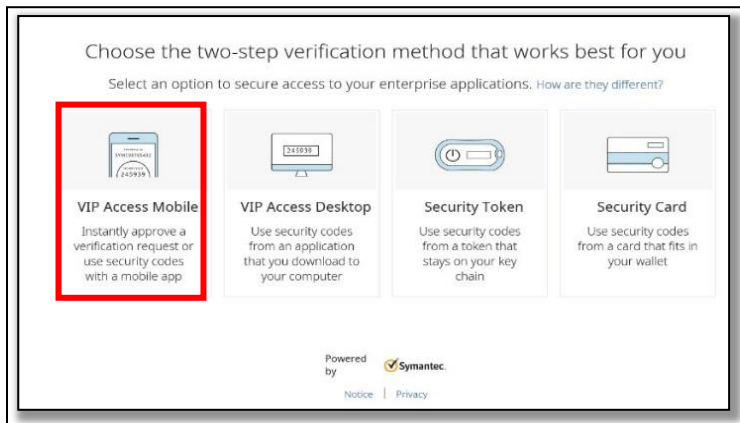   https://vip.lowellgeneral.org/myvip/

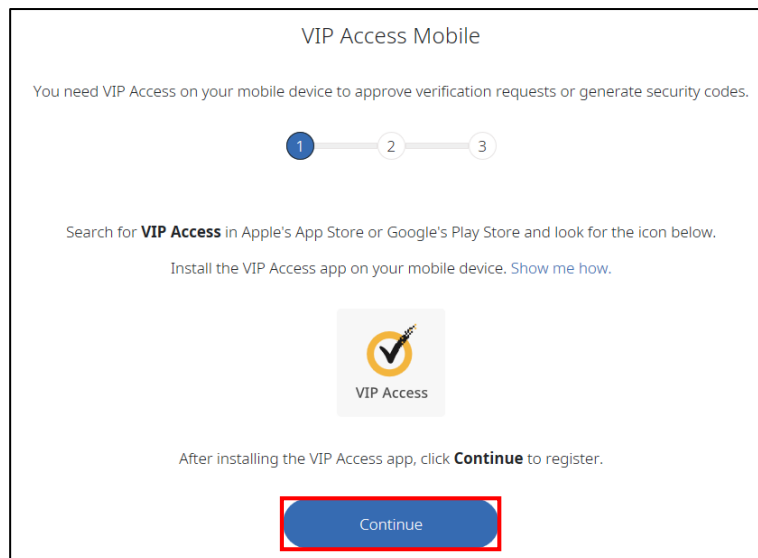2. Input your Network Username and Password.
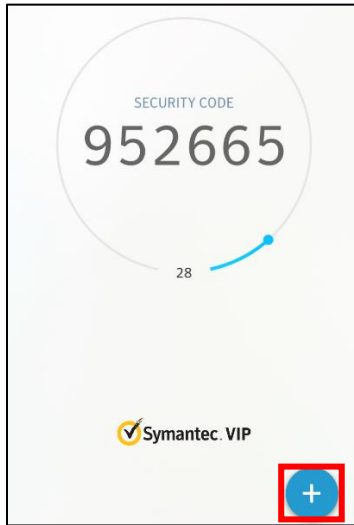   a. Example: Jonathan Smith (Username: JONSMITH)

3. From the My VIP account screen, select the first option for **VIP Access Mobile.**
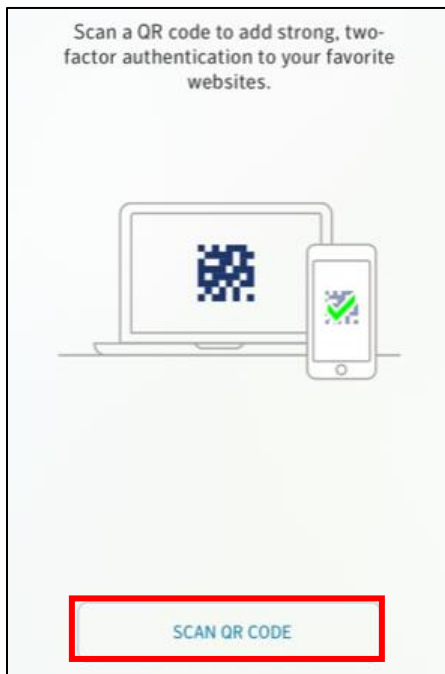

4. Select **Continue** to populate the Scan QR Code button.

5. Open the VIP Access mobile application that you installed onto your mobile device and select the **blue plus symbol** located on the bottom right-hand side of the screen.

6. Select the **Scan QR Code** icon on your mobile device and allow the application to utilize your camera.

7. Scan the QR Code displayed on your computer desktop using VIP Access on your mobile device.

NOTE: You can send a Test notification to your mobile device after you register the QR Code. Once you have registered your device you can begin using the six-digit Security Code for all LGH and Cerner products while away from the hospital workstations.