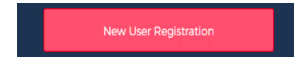
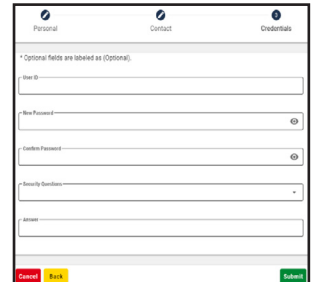


Getting Started

First, register for OneMAC access

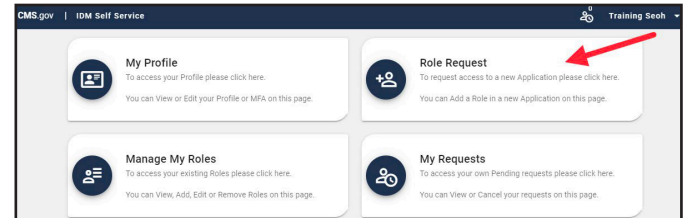
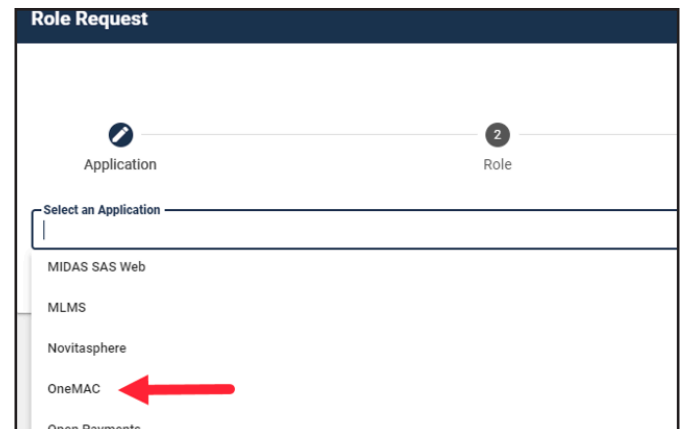
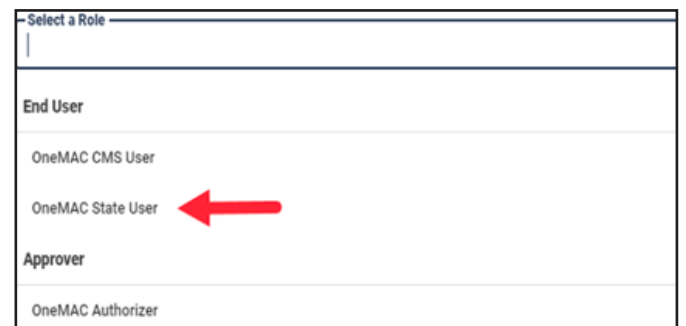
- Access OneMAC at <https://onemac.cms.gov> and select “Register”
- Select the New User Registration button on the IDM sign-in screen
- Enter the personal and address information request on the next two screens. Also select the “I agree to the terms and conditions” check box
- Enter a User ID and password and select a security question and an answer. Then select the Submit button





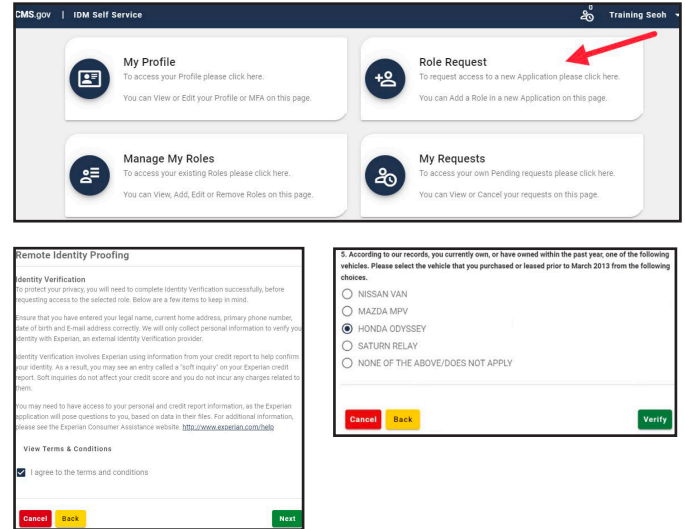
Next, initiate Role Request for OneMAC Access

- Sign in to IDM at <http://home.idm.cms.gov/>
- Select the Role Request tile
- Select OneMAC from the Select and Application drop-down list
- Select the OneMAC State User role
- Watch for an email confirming your role request.
- After your request is approved, you're ready to start using OneMAC!

Next, Complete the Remote Identity Proofing (RIDP)

- View and agree to the terms and conditions. Then select the Next button
- Complete the Remote Identity Proofing form. Then select the Next button in the lower-right corner of the screen.
- Answer the RIDP proofing questions as applicable. Then select the Verify button



Finally, Complete, Review, and Submit your Role Request

- Select the applicable role attributes via the drop-down lists. Then select the Review Request button
- Complete the Reason for Request text box. Then select the Submit Role Request button

