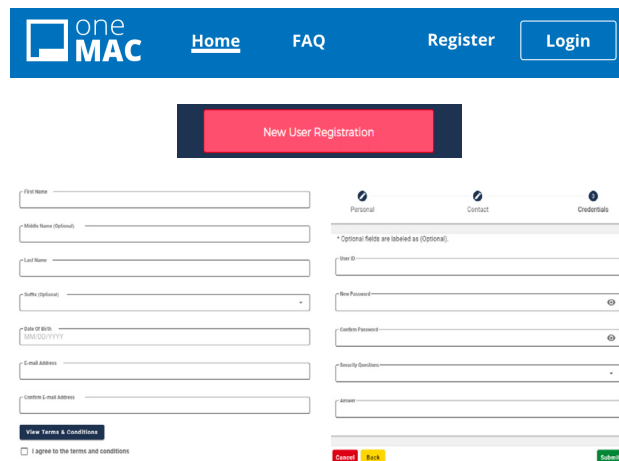


## Getting Started

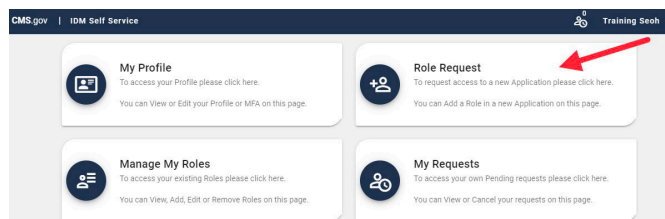
### First, register for OneMAC access

- 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

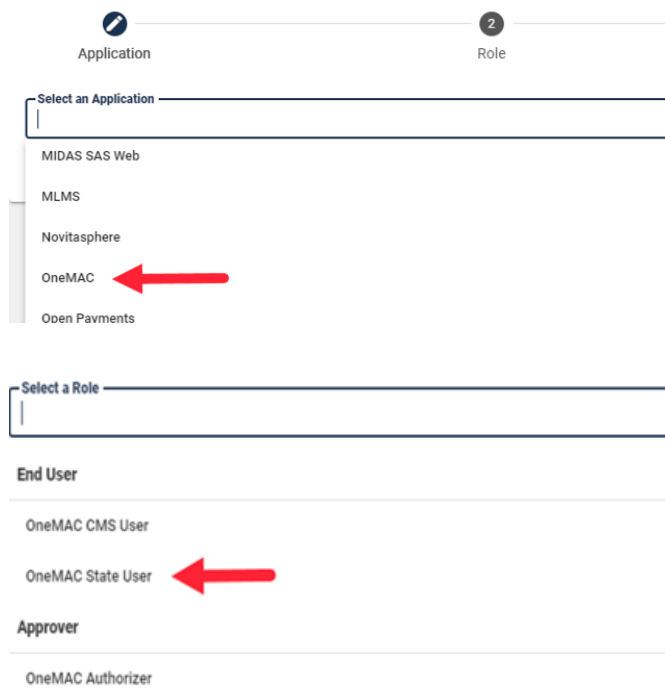


### Next, initiate Role Request for OneMAC Access

- 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!

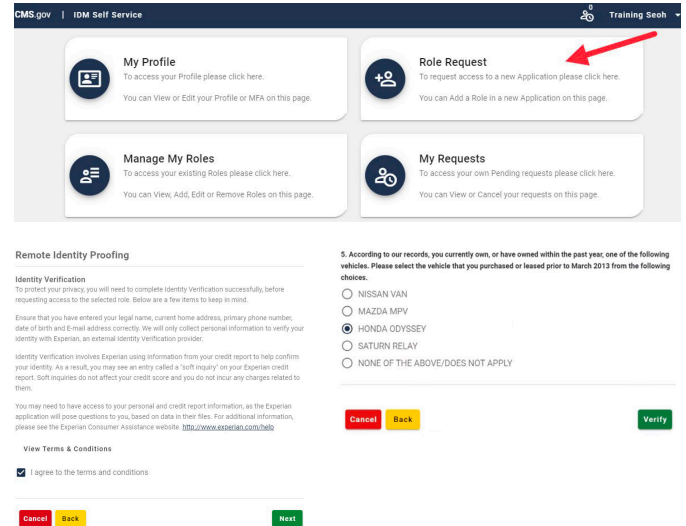


### Role Request



### Next, Complete the Remote Identity Proofing (RIDP)

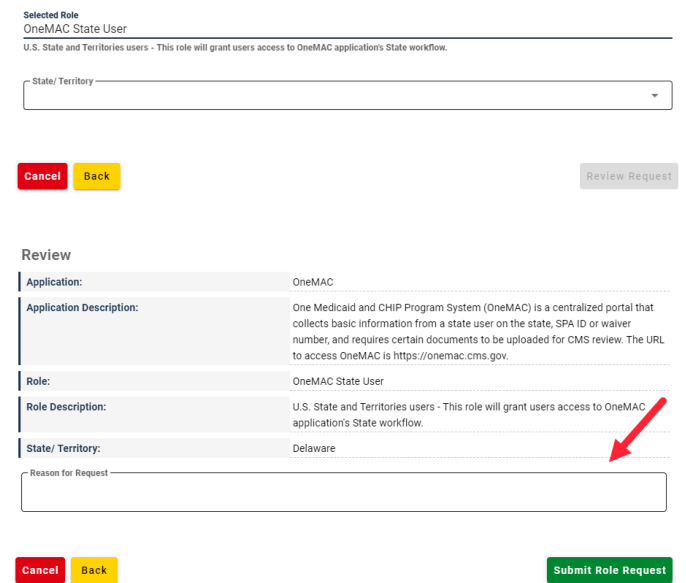
- View and agree to the terms and conditions. Then select the Next button
- Complete the Remote Identity Proofing form. Then select the Next button in the lower-right corner of the screen.
- Answer the RIDP proofing questions as applicable. Then select the Verify button



The screenshot shows the 'CMS.gov | IDM Self Service' portal. The 'Remote Identity Proofing' section is active, displaying instructions and a list of vehicle types for selection. A red arrow points to the 'Role Request' button in the top right corner of the portal.

### 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



The screenshot shows the 'Review' section of the 'Role Request' form. It displays the selected role as 'OneMAC State User' and the state/territory as 'Delaware'. A red arrow points to the 'Submit Role Request' button in the bottom right corner.