yourIT: Employee Self-Service

You can now initiate your own 24-hour PIV exemption!

What is Employee Self-Service?

» A method to access the self-service options of the yourIT Service Portal from outside of the VA network.

» It is available from any internet connected device.

» It is designed to return you to full operations as fast as possible.

What services are currently available?

» PIV cardholders (almost all employees) can initiate an immediate 24-hour PIV Exemption, for situations such as accidentally leaving your PIV at home.

» VA Network Account Password Reset is available for those who use a password to access their VA account due to mission-specific requirements.

Who do I contact with questions?

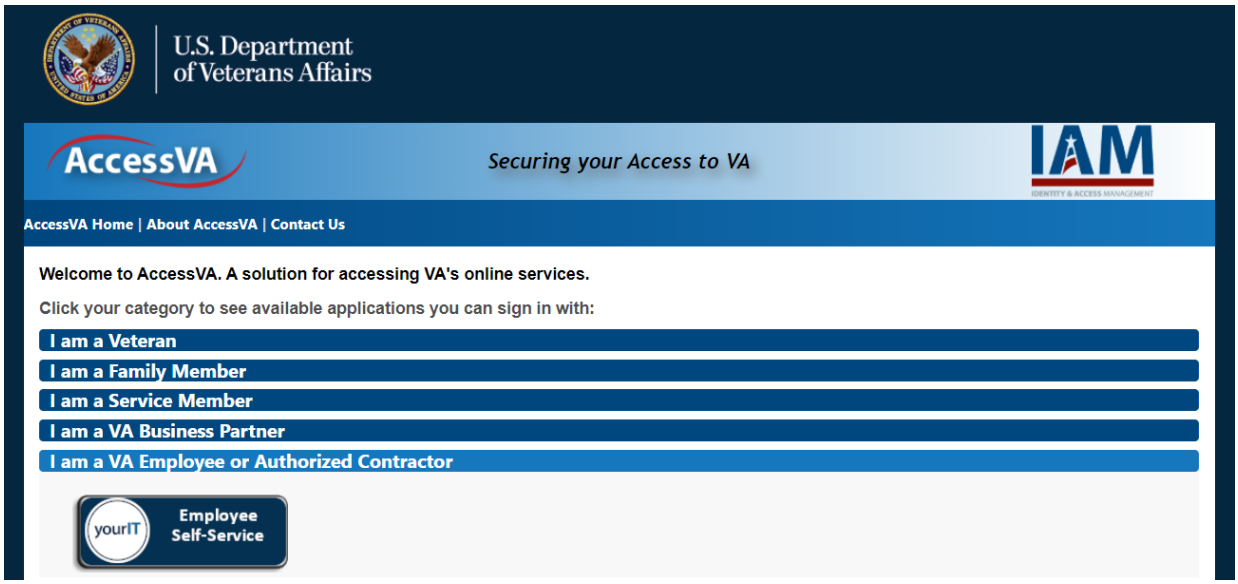
» If you need assistance using Employee Self-Service, call the ESD at (855) 673-4357.

How do I find it?

» Navigate to access.va.gov from an internet connected device.

- Click to expand "I am a VA Employee or Authorized Contractor"
- Click on Employee Self-Service
- Sign in or register with ID.me
- Follow instructions on screen

» Scan this QR code with your phone to open access.va.gov:



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What is required for Self-Service?

- » To access Employee Self-Service, you will need to register with ID.me, an identity verification service.
- » Registration takes only a few minutes to complete
- » If you have trouble while registering your ID.me account, please visit va.id.me.
- » You will need an internet connected computer or a smartphone. Personal devices are okay to use.

What is ID.me?

- » ID.me is used by VA for identity verification.
- » VA also offers ID.me to Veterans to access VA resources through access.va.gov.

Frequently Asked Questions about ID.me

Q: Can you use an ID.me account created for another service to access Employee Self-Service?

A: Yes.

Q: Do I need to use my VA email to register with ID.me?

A: No, you must use a personal email. If you are locked out of your VA account and were to use your VA email, you wouldn't be able to get the confirmation code, since email validation is required for registration.

Q: Does ID.me validate that I am a VA employee or authorized contractor?

A: Yes, ID.me is a VA-trusted identity verification partner.

Ways that ID.me verifies your identity

- » You may choose one of these options:
  - Answer questions about your credit history
  - Upload photos of your driver's license
  - Upload a photo of your passport
  - Upload photos of your passport card

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VERIFY YOUR IDENTITY

There are several options for you to verify your identity and this process only takes a few minutes. You'll only need to verify your identity once.

We'll need your permission to use details from your credit profile and other public sources to verify your identity. Don't worry this won't affect your credit score.

This process only takes a few minutes.

Choose a verification method

Answer questions about your credit history
Answer questions about your credit history and tell us your name, address, phone number, birth date, and social security number so we can confirm your identity.
Start Now

Upload photos of your driver's license
Upload a photo of your driver's license and enter your social security number. Then we'll confirm your identity with public records.
Start Now

Upload a photo of your passport
Upload a photo of your passport and enter your social security number. Then we'll confirm your identity with public records.
Start Now

Upload photos of your passport Card
Upload photos of your passport and enter your social security number. Then we'll confirm your identity with public records.
Start Now