<table>
<thead>
<tr>
<th>Step</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Go to <a href="http://www.myNorthernLightHealth.org">www.myNorthernLightHealth.org</a></td>
</tr>
<tr>
<td>2</td>
<td>Click <strong>Login</strong>.</td>
</tr>
<tr>
<td>3</td>
<td>Enter your old <strong>Email address or username</strong>.</td>
</tr>
<tr>
<td>4</td>
<td>Enter your <strong>Password</strong>.</td>
</tr>
<tr>
<td>5</td>
<td>Click <strong>Sign in</strong>.</td>
</tr>
<tr>
<td>6</td>
<td>Click on <strong>Update Account Settings</strong> under your name and to the right of <strong>Logout</strong> at the top right-hand side of the screen.</td>
</tr>
</tbody>
</table>
### 7 Click on **Update Account Settings** under the grey text box.

![Image showing the Account section](image)

**Account**

This site uses your Cerner Health identity to securely manage your username and password and to prevent unauthorized access to your information.

Clicking the link below to change your password and password recovery options will take you to your personal health account called Cerner Health. Health information stored in Cerner Health is private to you and will not be shared with us. When you've finished your password changes, you'll be given the option to return to this site.

Please note that the Add Person option at Cerner Health does not add that person to myNorthernLightHealth. Please contact your practice to have a person added to myNorthernLightHealth.

**Update account settings**

### 8 Click on **Edit** under “email address” or select email address from the left hand menu and then click on **Edit**.

![Image showing the Account Overview section](image)

**Account Overview**

- **Name**: Susie Smith
- **Username**: Susie
- **Email Address**: SusieS@gmail.com

### 9 Enter your new **Email address** and click **Next**.

![Image showing the Email Address section](image)

**Email Address**

Your email address is used to sign into your account. Updating your email address changes where account notifications, such as a password recovery email, are delivered.

**Step 1 of 3**

- *Indicates a required field.

  - **New email address**

  - **Re-enter new email address**

  - **Enter current password**

  [Next]
Log into your email to complete your email address update.

Email Address

Unlike your username, you can change your email address. Updating your email address changes where account notifications, such as a password recovery email, are delivered. Your email address can also be used to sign into your Cerner Health account instead of your username.

Step 2 of 3

A confirmation email has been sent to your email.com. To complete your request to change your email address, follow the instructions contained in the confirmation email. Notifications will continue being sent to your previous email address until you complete these instructions. This confirmation email expires in one hour.

Didn't receive the email?

Resend

Email change no longer needed?

Cancel request

Confirm your Cerner Health email change request

Cerner Health <notifications@cernerhealth.com>

To: Susie,

We received a request to change the email address associated with your Cerner Health account. Before we make this change, please confirm your request. Confirming your request helps prevent an unauthorized email change.

Confirm Request:

To confirm your request and change your email address, click the link below within one hour of receiving this email and follow the instructions on the page.

https://cernerhealth.com/account-management/email/Y2xyzV2VQ3JwMjUwNGYzNGppNTEyYHlyY2VhMjkwNTkwMDM5ODdmZGY5QzQ9confirm/

Cancel Request:

If you want to cancel this request, or if it was requested without your knowledge, click the link below and follow the instructions on the page.

https://cernerhealth.com/account-management/email/Y2xyzV2VQ3JwMjUwNGYzNGppNTEyYHlyY2VhMjkwNTkwMDM5ODdmZGY5QzQ9cancel/

Note: Please do not reply to this message, which was sent from an unmonitored email address. Mail sent to this address cannot be answered.