Change Password

1. On the main menu, select Change My Password.

2. Enter your current password.
3. Enter the new password. The password must be at least 10 characters in length with at least 1 digit.
4. Enter the new password again.
5. Click Change Password. This will update your password for all applications including the UHS Portal.

System Passwords need to have:
1. Minimum Length - 8 characters.
2. At least one character from each of the following:
   - a. Upper or Lower case (a-z, A-Z)
   - b. Numeric: 0-9
   - c. Special Character: ! # % & ( ) * @ ^.