

Identity Proofing (IDP)

With Facial Recognition

In this guide, you'll learn how to complete identity proofing using facial recognition. To ensure the highest level of security for your ePrescribing, you won't be able to continue with your workflow until the Identity Proofing process is complete. You'll need to provide the following documents to finish the process:

- Social Security Number
- Credit Card Number (no debit cards, please)
- Driver's License Number (highly encouraged)
- A Driver's License, ID Card, or Passport Booklet with a photo for facial recognition

NOTE: *Clinicians must use US-based documents to complete Identity Proofing. Documents from other countries will not be accepted*

Verification Process and Data Privacy

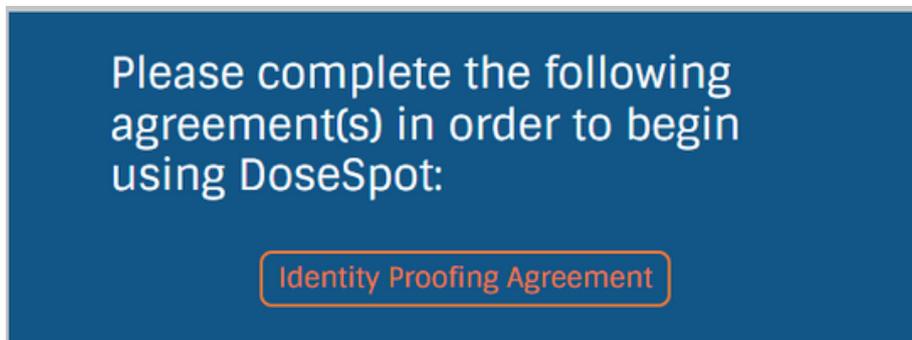
DoseSpot partners with Experian for identity proofing. Experian is a third-party consumer-credit reporting company that works with DoseSpot to confirm a clinician's identity. They compare the information given to them with an individual's existing credit profile to confirm their identity. **No information provided during Identity Proofing is saved by DoseSpot.**

To ensure successful verification, it is crucial to provide accurate and up-to-date information. This information is used solely for identity proofing and will not be utilized for any other purpose.

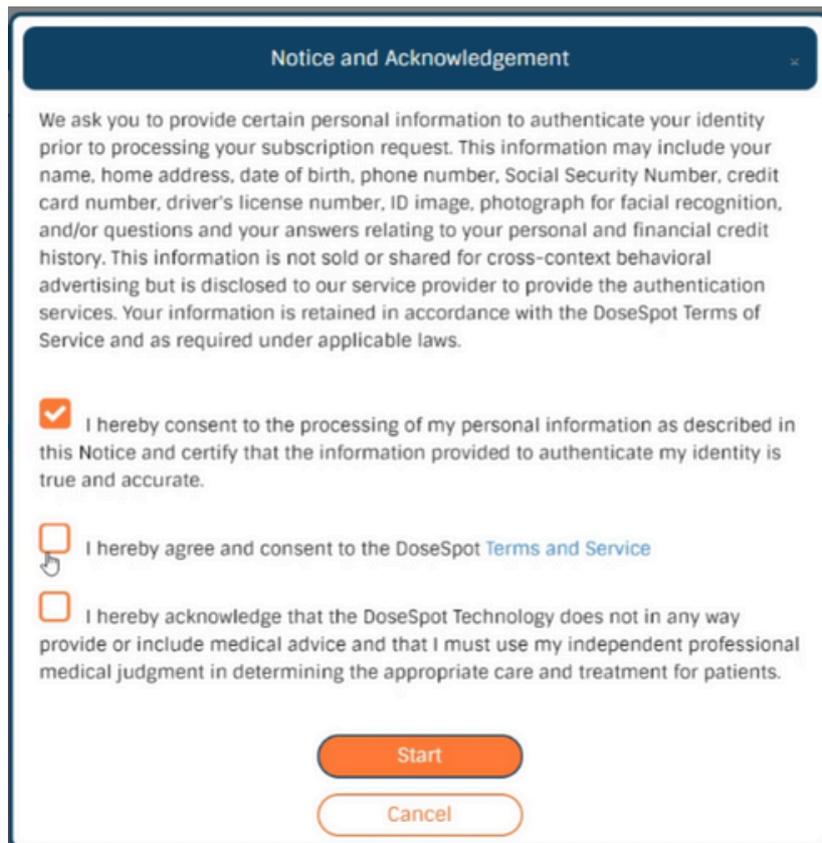
Identify Proofing with Facial Recognition

1. After signing into your profile, you will be prompted to complete the **Identity Proofing Agreement**, initiating the IDP process. This step is crucial for maintaining the highest level of security for your ePrescribing workflow.

Please Note: Prescribing medications will not be possible until the Identity Proofing process is successfully completed.



2. After clicking, the Notice and Acknowledgement will appear. Read through the agreement, accept the terms, and click **Start** to continue.



3. When the disclaimer is finished, you will see the first step (*left picture below*) in the process. You will fill out your personal information and hit next. Please be aware of what items are marked with a red asterisk, as they are mandatory for completing the IDP.

Once “Next” is selected, you will see step 2 of the IDP. You will be asked four multiple-choice questions about your credit history. Select “Next” once completed.

Identity Proofing

Step 1:
To complete the identity proofing process, please enter in the following information below.
Sensitive personal information such as social security, credit cards, etc. are used solely for the identity proofing purposes. We do not retain this data at DoseSpot.

Legal First Name*

Legal Middle Name
Legal Last Name*
Home Address*
City*
State*
Zipcode*
Date of Birth
Mobile Phone Number*
 By checking this box, you agree to receive a one time password text(s) from Experian. Message and data rates may apply.
Social Security Number*
Credit Card Number (No Debit Cards, Please)*
Driver's License Number
*Providing a drivers license number is highly encouraged as it increases pass rate.

Next

Back

Cancel

To complete the identity proofing process, please enter the following information. This information is used solely for the Experian identity proofing process and is not retained by DoseSpot.

According to your credit profile, you may have opened a mortgage loan in or around May 2021. Please select the lender to whom you currently make your mortgage payments. If you do not have a mortgage, select 'NONE OF THE ABOVE/DOES NOT APPLY'.

PARKWAY MTG

OBK OF AMER

ROCK FINANCIAL CORP

INDEPENDENCE ONE

NONE OF THE ABOVE/DOES NOT APPLY

According to your credit profile, you may have opened a Home Equity Line of Credit type loan in or around May 2021. Please select the lender to whom you currently make your payments or made your payments.

PRUDENTIAL HOME MORT

NORWEST BANK

OBK OF AMER

INDEPENDENT MTG

NONE OF THE ABOVE/DOES NOT APPLY

According to your credit profile, you may have opened an auto loan in or around June 2019. Please select the lender for this account. If you do not have such an auto loan, select 'NONE OF THE ABOVE/DOES NOT APPLY'.

VOLVO FIN

TOYOTA MOTOR CREDIT CO

VOLKSWAGEN CREDIT

BMW FINANCIAL SVCS

NONE OF THE ABOVE/DOES NOT APPLY

You may have opened an auto loan or auto lease in or around June 2019. Please select the dollar amount range in which your monthly auto loan or lease payment falls. If you have not had an auto loan or lease with any of these amount ranges now or in the past, please select 'NONE OF THE ABOVE/DOES NOT APPLY'.

\$145 - \$244

\$245 - \$344

\$345 - \$444

\$445 - \$544

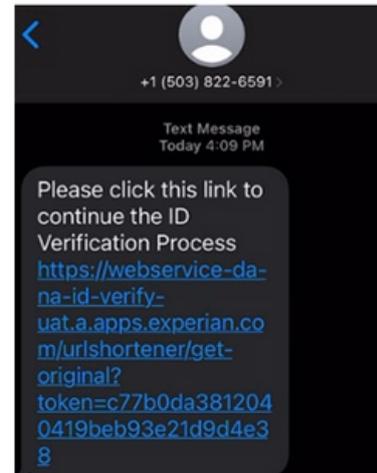
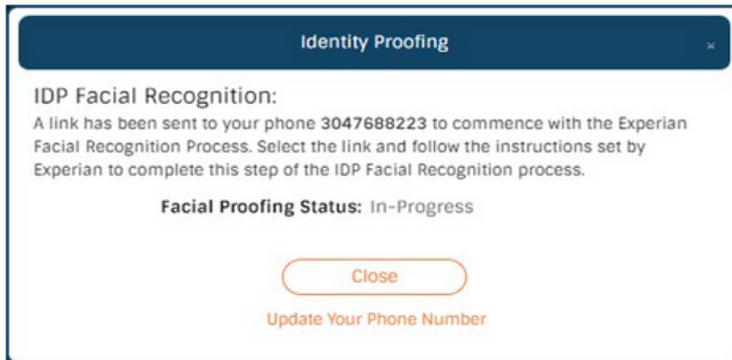
NONE OF THE ABOVE/DOES NOT APPLY

Next

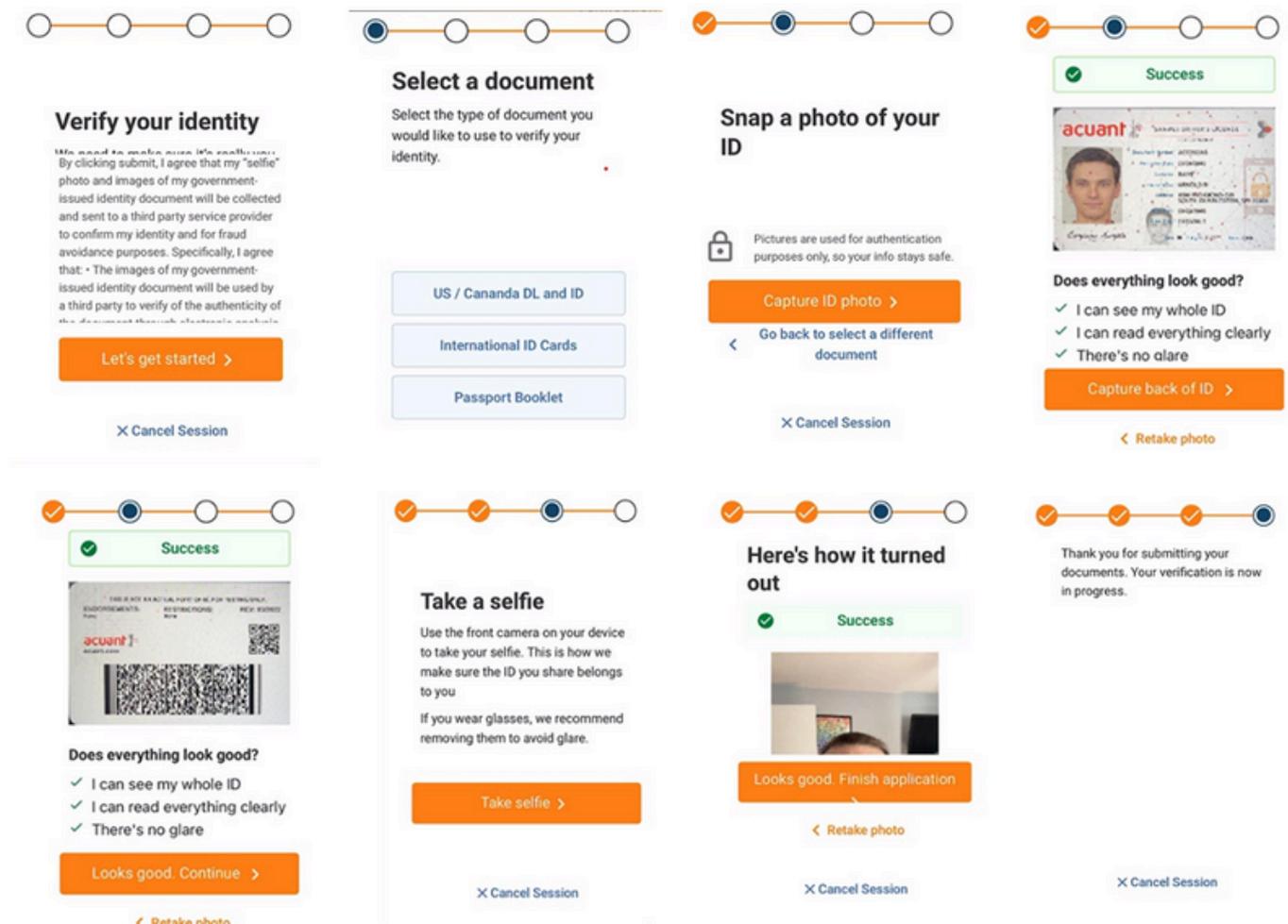
Restart

Cancel

4. This brings us to the new facial recognition step of IDP. Below, you will see the IDP Facial Recognition initiation pop-up (pictured left) and the text message sent to start the process (pictured right).

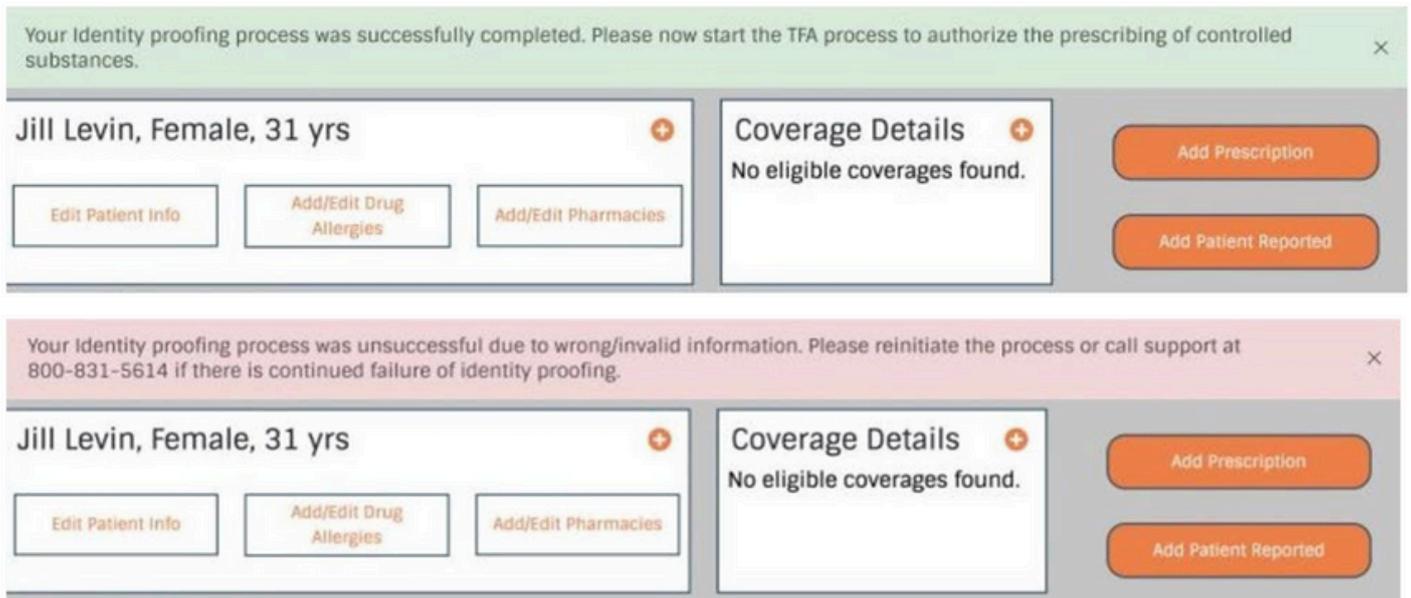


5. Below, you will see the steps that are needed to complete IDP Facial Recognition via cellphone.



6. After facial recognition has been completed on your cell phone, you will see one of two banners at the top of your DoseSpot page.

- The **green banner** shows a successful message that IDP has been completed.
- The **red banner** shows a failed IDP.



7. If you fail the Experian identity questions, you will have up to three attempts. After the third failure, we will display the link to complete the workflow using ID.me. You can access the ID.me user guide [here](#).

Note: Once the ID.me verification is complete, it takes up to *24 hours* for DoseSpot to update.

