1- Use [www.Matherdoc.org](http://www.Matherdoc.org)
2- Click on to “Login to SAM”

3- This will send you to the Northwell VPortal
4- Use your Universal ID (Northwell UID)
5- Then Click on “Forgot My Password”

6- You will be re-directed to enter your Universal ID
7-You will be asked to choose a mode of communication where they will send you one time verification codes. This may be your email or cell phone that we have on record.

8-Once this is selected, a one-time passcode will be sent to that location. You will then be asked to enter the numerical code that you have received.
9-You will be asked to create a new password for your Universal ID – **PLEASE REMEMBER THIS PW**

10- Now enter your **Universal ID** and your **new Password**
11- You will be sent another **ONE TIME CODE** (either cell phone or email, depends on your previous choice)

12- Once One Time Numerical Code is entered, Choose Northwell “**myApps**” on the LEFT

13- Then click on “**Use light version**” right below “**Detect Receiver**”
14- Choose “APPS” on the top
15- Click on “PhysiciansRemote”
16- You will get THIS pop-up. THIS IS ASKING FOR YOUR **MATHER PASSWORD**... Your SAM/Allscripts password

***16b- If your credentials say **NSLIJHS\username** THEN choose the **SECOND OPTION** “Use another account” and type in **jtmmh\username**. This will happen only once.

****(username = Mather username)
17- You will be in familiar territory from here on... congratulations!