




Use this guide to unlock your CHI network account via text while working on the CHI network. (For instance, inside a CHI facility or connected to the network through VPN.)

From chieasyaccess.org, click "Unlock Your Account" in the menu on the right.

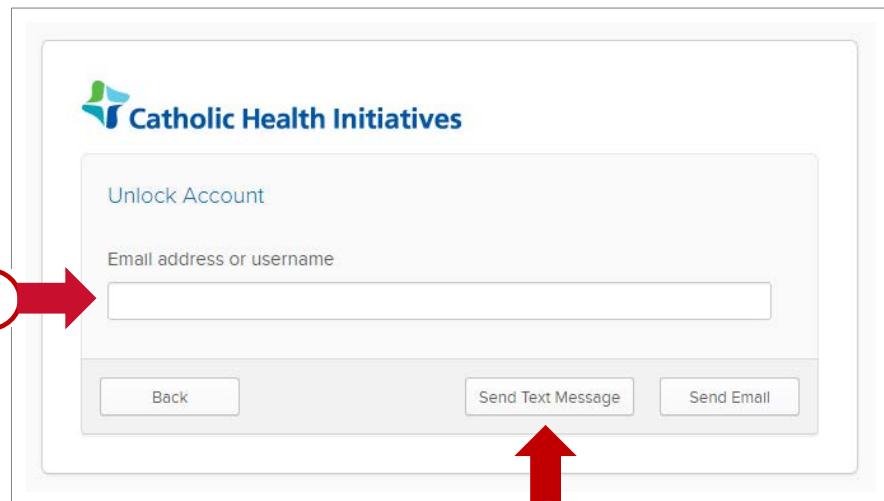
1

Related Links

-  [Unlock Your Account](#)
-  [Reset/Change Your Password](#)
-  [Go to My IT Support](#)

Enter your CHI email address or your username for your network account.

2



Click "Send Text Message."

3



Catholic Health Initiatives

Code sent!

You should receive a text message with your code in less than a minute.

Enter code

Back

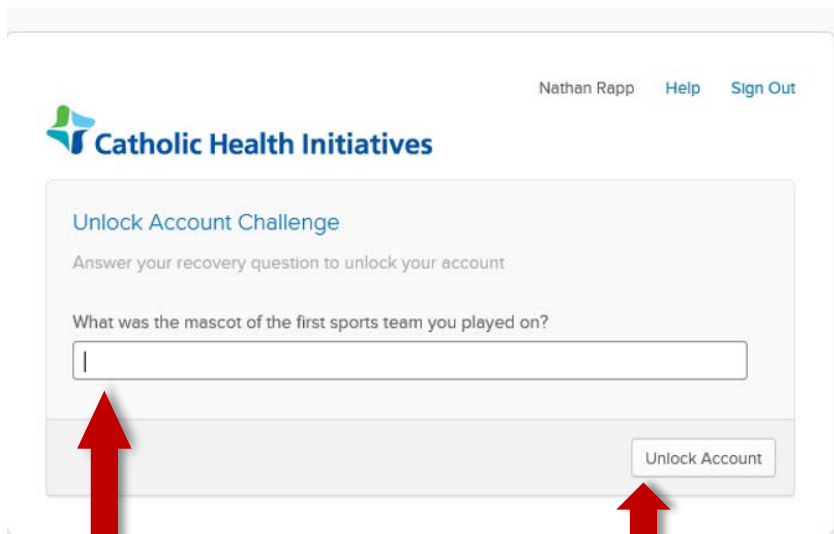
Next

A window displays letting you know a code has been sent.

Access your mobile phone and retrieve the code sent in a text message.

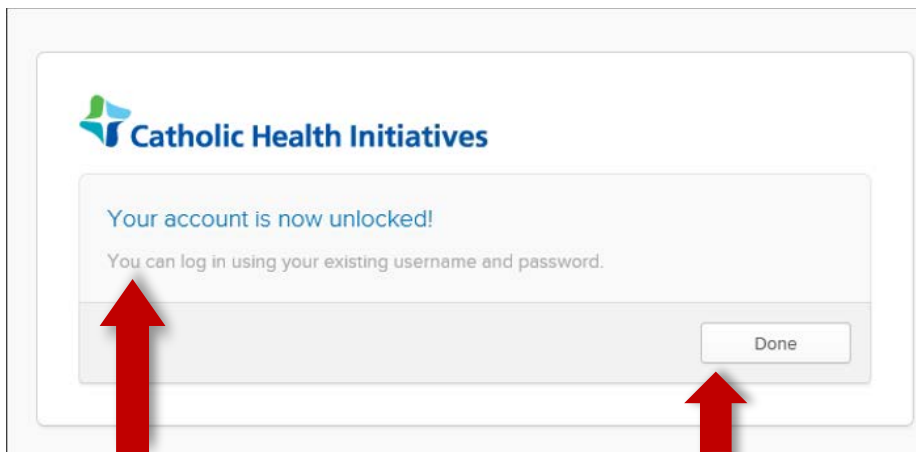
Enter the code and click "Next."

4



5 You will be prompted to answer the security question you selected during CHI Easy Access registration.

6 Click "Unlock Account."



7 You'll see a message indicating your account is unlocked.

8 Click "Done."
You'll return to the CHI Easy Access sign-in screen.