

Intermountain Facility Access Registration

All non-Intermountain workers/suppliers conducting business at Intermountain Healthcare facilities are required to self-register and complete a supplier credentialing process. The Intermountain Manager ensures these steps are taken by the workers.

Onboarding Instructions

for non-Intermountain workers excluding students, volunteers, or temp agency workers

It is the responsibility of the Intermountain Manager, requesting Intermountain resources, to onboard the worker as follows:

Facility Access Registration

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- If the worker participates in direct patient care:
 - Complete the registration form at <https://www.sec3ure.com/login>
 - Under **My Account** select **Scope of Service** and select the appropriate responses based on your scope of service.
 - Complete all outstanding credentials or policies on the banner at the bottom of your screen. Note: add your photo in your **Profile** under **My Account**
 - Upload all required documentation.
- If the worker does **not** participate in direct patient care:
 - Complete the registration form at <https://www.sec3ure.com/login>
 - For **Primary Job Function** select: Building operations – maintenance or security in non-sterile environment.
 - For **Provide** “Do you support or visit an area in the facility where ionizing radiation equipment or radiation producing material is used?” select **No**.
 - Select the state and the facilities you will access.
 - Under **My Account** select **Scope of Service**.
 - For **Question 1** select **Common, non-restricted facility area**.
 - For **Question 2** select **I am here to provide building maintenance, security, or maintain operation**.
 - Complete all outstanding credentials or policies on the banner at the bottom of your screen. Note: add your photo in your **Profile** under **My Account**
 - Need help with registration?
214-222-7484 | CustomerService.US@intellicentrics.com