Dear Colleagues,

As part of the School of Dentistry’s IT merger with DGIT, all faculty, staff, and students will receive a Mednet username and password. These Mednet accounts will allow you to take advantage of our full Service Catalog as they become available to your school. As you receive your Mednet accounts, you will automatically have access to:

- Qualtrics – HIPAA compliant online survey tool
- UCLA Health Zoom – HIPAA compliant web conferencing tool
- ServiceNow – UCLA Health’s ticketing system

What to Expect
Starting May 6, ID Management will begin notifying users that your Mednet username and password have been created. Once your account information is available, you will receive an email at your dentistry email address with your Mednet username and instructions on how to change your temporary Mednet password. You will also receive an email with detailed instructions on how to enroll in DUO for UCLA Health.

Please note that there will be no changes made to your dentistry email at this time. The creation of your Mednet username and password does not give you a Mednet email account. Email migration from your dentistry account to a Mednet account will take place at a later date. Your new Mednet account will also not change how you log on to the University services that you use today through the School of Dentistry or main UCLA campus, such as:

- CCLE
- UCLA Box

What You’ll Need to Do
You must have completed HIPAA training in order to receive your Mednet username and password. The completion of the HIPAA training is required to ensure all members of the Health Sciences understand the best practices to safeguard confidential or protected information.

If you have not yet completed HIPAA training, you will be asked to complete the HIPAA training and the confidentiality statement form that follows the training before being sent your account information. You will receive an email to remind you to complete the HIPAA training.

If you have previously completed the HIPAA training, you will not be required to retake the training nor complete the confidentiality statement form before being sent your account information.
Additional Information
For more information on the Health Sciences IT merger, please visit the School of Dentistry’s merger homepage.

Questions
If you have any questions, please email DGITSupport@mednet.ucla.edu or your Human Resources group.