Authenticating XchangER Devices

XchangER has been designed to allow authenticated devices to access a list of the PCR's associated to a specific configuration without requiring the user to log in. This initial view does not contain any PHI if the Patient's initials are removed (Agency configuration option).

Users will be required to log in with their user credentials when viewing or printing any PHI including PCR's, attachments, or hospital information which has been added to an XchangER record. There are two options for authenticating XchangER devices:

> **Option 1 Authentication Cookie Only:** An XchangER Admin may install an authentication cookie on each Windows User profile which will need access. When utilizing the authentication cookie only method, if the cookie is deleted by the user or a group policy, the **XchangER Admin** will need to install the cookie again.

> **Option 2 Authentication Cookie from a device displaying an approved public IP Address:** An XchangER Admin may add a list of approved public IP Addresses on the Manage XchangER Configurations page. When completing this step, an authentication cookie will also be distributed to the Windows User profile.

> However, should the cookie be deleted in this instance, and the device is displaying an approved public IP Address, the XchangER or XchangER Operations user will be redirected to an Install XchangER Configurations page where they can click the **Install Cookie** button to install the cookie without the aid of the XchangER Admin.

To begin the authentication process on a new device, navigate to https://xchanger.healthems.com. A login window will be displayed. Users with the XchangER Admin role will be able to use their credentials to access the Install XchangER Configurations page.

The XchangER Admin may utilize the "authentication cookie only method" by clicking the **Install Cookie** button. That Windows User Profile will then be able to access the non-PHI list of PCR's upon navigating to https://xchanger.healthems.com.

The XchangER Admin may utilize the "authentication cookie from a device displaying an approved public IP Address method" by clicking the **Configure** button to add to the list of approved addresses. Once an IP address is added to the list of approved addresses, any XchangER or XchangER Operations user associated with this configuration will be able to install the authentication cookie from devices displaying the approved IP address without the aid of the XchangER Admin.

In the event that the there is not an authentication cookie installed on the Windows User profile and the public IP address displayed by the device is already included in another XchangER configuration, the Install XchangER Configurations screen will display the Config ID and Description of the XchangER configuration which included the IP address.

The XchangER Admin may click the link at the bottom of the page which reads, "Missing your Config? Click here if you are an XchangER Administrator." to access the Manage XchangER Configurations page for their XchangER Configuration.

Once on the Manage XchangER Configurations page for your agency, the XchangER Admin can choose to authenticate the device with the "authentication cookie only method" or "authentication cookie from a device displaying an approved public IP Address method".