CTEP-IAM / NIH-PIV INTEGRATION

EXISTING USERS LINKING THEIR NIH PIV CARD TO CTEP-IAM

October 25, 2023 CTIS, INC 1 RESEARCH CT, ROCKVILLE, MD 20850



CTEP-IAM Release 5.6.0

<u>Use Case</u>: Existing CTEP-IAM users establishing a link between their CTEP-IAM and NIH-PIV credentials

Application URL:

• https://ctepcore.nci.nih.gov/iam

CTEP-IAM Account Login

1. Copy the application URL (above) and paste it into a browser or click on the link

| | Identity and Access Management |
|---|--|
| Alerti Expected Timeline: Early Summer 2022 NCI will be implementing enhanced system access procedures early this summer (July 2022) that will affect everybody from NCI staff to site staff, including investigators. This is being done to ensure the security of NCI systems and data and to comply with Federal requirements. Simply put, this is a federal mandate that NCI cannot ignore. NCI must incorporate Identity Proofing (IP) and Multi-Factor Authentication (MFA) into system access procedures. What's Next: Keep an eye on the CTSU website and Bi- Monthly Broadcasts for more information about the impending launch, including timeline reminders and announcements about new resource materials. | CTEP-IAN ID.me NIH Username Password Password Sign In Repot Password* Reset Password* Annual Registration Repuet New Account Help Center Worp patient Reset Worp patient Reset Worp patient Reset Worp patient Reset NH Web Policies and Noticer |

Figure 1: CTEP-IAM Login Screen

- 2. Under "CTEP-IAM," enter the current CTEP-IAM username and password.
 - If password has expired, please use the "Forgot Password" feature to change the password.
- 3. Navigate to "NIH Information" section
 - Option I: "Click here" (highlighted in the next snapshot) will take users to "NIH information" section.
 - Option II: Click on "Personal Information" on the left menu to go to "NIH information" section.



Figure 2: CTEP-IAM Welcome Screen After Login

4. Please note that NIH PIV card holders do not have to create an ID.me account.

| Personal Information | | | | | |
|---|--|---|---|---|---|
| Nam | Mr. Hariprasad Nagaraj Davanagero | Usemane: | HDAVANAGERE | | CTEP Person ID A-510672 |
| Institution/Addres | Capital Technology Information Services Inc One Research Court & Suite 200 Rockville, MD 20850 USA | | Contact Information | Office Phone: Email: | (301) 948-3033 hdavanagere@ctisinc.com |
| User's NIH Account linked to CTEP-IAM C | redentials | | | | |
| Not Available | | | | | |
| User has not yet linked their NIH account with CTEP | IAM credentials. | | | | |
| | | | | | |
| e NIH-PIV card sufficient pr | of for meeting NIST digital | security quidelines? | | | |
| | | | | | |
| The Standard behind these PIV Card | s is Federal Information Processing Star | ndard 201 (FIPS 201) titled Personal Ident | ity Verification of Federal Employees and | f Contractors. FI | PS 201 covers identity |
| The Standard behind these PIV Card proofing and enrollment activities to i to the verification process used for ID | is is Federal Information Processing Stat ssue a PIV Card as well as lifecycle acti o me verification. Hence, if an IAM user p | ndard 201 (FIPS 201) titled Personal Ident vities to update, use and maintain the PIV cossess the NIH issued PIV card, you can | ity Verification of Federal Employees and Card. The Identity verification process in bypass ID.me verification by linking your | f Contractors. Fi volved in issuing NIH-PIV card w | PS 201 covers identity a NIH-PIV Card is superior ith your CTEP-IAM account. |
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| The Standard behind these PIV Card proofing and enrollment activities to it to the venification process used for IC Steps to link your NIH issue Nease follow the step Click on "Sign Sign in usit When redirecte Insert your NIH | Is is Federal Information Processing Stat ssue a PIV Card as well as lifecycle acti me venfication. Hence, if an IAM user p d PIV card with your CTEP-I/ be level requirement CTEP-IAM users can lim a below to link your NIH-PIV Card with CTEF in using my NIH Account 'button below to g my NIH Account' button below to g my NIH Account © | Adard 201 (FIPS 201) titled Personal Ident rities to update, use and maintain the PIV cossess the NIH issued PIV card, you can AM account k their NIH issued PIV Card with their CTEP-IA -IAM account: initiate the process of establishing link between " button for Smart Card login section. Personal Identification Number (PIN) and auth | Ity Verification of Federal Employees and Card. The Identity verification process in bypass ID me verification by linking your Maccount to complete Identity Proofing (IP) i n CTEP-IAM credentials and NIH-PIV card. | d Contractors. Fl volved in issuing NIH-PIV card w | PS 201 covers identity a NIH-PIV Card is superior ith your CTEP-IAM account. |

Figure 3: NIH Information Section



Establishing and Linking NIH-PIV Credentials

| S NIN-FIV | card sufficient proof for meeting NIST digital security guidelines? | | |
|--|--|--|---|
| The Standa proofing an to the verifi | ard behind these PIV Cards is Federal Information Processing Standard 201 (FIPS 201) titled Personal Identity Verificati id enrollment activities to issue a PIV Card as well as lifecycle activities to update, use and maintain the PIV Card. The I ication process used for ID.me verification. Hence, if an IAM user possess the NIH issued PIV card, you can bypass ID. | tion of Federal Employees and Contractors. Identity verification process involved in issu me verification by linking your NIH-PIV care | FIPS 201 covers identity ing a NIH-PIV Card is superior with your CTEP-IAM account. |
| Steps to li | nk your NIH issued PIV card with your CTEP-IAM account | | |
| | As per NCI's assurance level requirement CTEP-IAM users can link their NIH issued PIV Card with their CTEP-IAM account to Please follow the steps below to link your NIH-PIV Card with CTEP-IAM account: | to complete identity Proofing (IP) and Second Fac | ctor Authentication requirement. |
| | Sign in using my NiH Account (and a second below to initiate the process of establishing link between CTEP-IAM Sign in using my NiH Account (3) | I credentials and NIH-PIV card. | |
| | When sedirected to NIH secure website when on the "Sign In" button for Smart Card login section. | | |
| | | | |
| | Insert your NIH PIV Card in the Card reader and enter your Personal Identification Number (PIN) and authenticate. | | |

Figure 4: NIH PIV Information Section

5. Click on "Sign in using my NIH account" button (highlighted in the above snapshot)

| | Transitioning to | NIH Login | screen | × |
|--------------------------------|------------------------|----------------------------------|--|------|
| | ØAM | → | | |
| You are leaving website for co | ng CTEP-IAM websit | te and transit tion using NII | ioning to NIH Login H issued PIV card. | |
| Please click | Continue to proce | ed to NIH Lo | gin | |
| To abort the t up window. | ransition, please clic | k "X" at the to | op right corner of the | pop- |

Figure 5: Popup Message Before Redirecting Users to NIH Authentication

- 6. Users will be shown an alert indicating that they will be transitioned to "NIH Login" website to complete the authentication procedure.
- 7. As shown in the subsequent screen, complete the authentication procedure by using either the PIV Card option or the 2FA option using the NIH account credentials. Please note that PIV card mode of authentication satisfies 2FA requirements.

| Sign in (NIH Login: De | evelopment Environm | ent) |
|---|--|-------------------------------|
| Smart Card Login Insert your PIV card into you sign in using your mobile PIV Sign in | r smart card reader or /-D credentials. | |
| PIV-Exempt? Not a PIV Card Hold Username | er? Sign in using your account cre Password | dentials: Forgot Password? |
| | | Sign in |

Figure 6: NIH Login screen

| | t Login | ? | × |
|------------------|----------------|---|---|
| Activi[Activ |)* Client* | | |
| Please er | nter your PIN. | | |
| | | | |
| PIN | 1 |] | |

Figure 7: Prompt to enter the PIN associated with NIH PIV card

8. On successful authentication, the user will be returned to CTEP-IAM with an alert confirming that the user's CTEP-IAM and NIH accounts have been successfully linked. Click on the 'Continue' button.

| CTEP-IAM Credentials Linked to NIH-PIV card. |
|---|
| AM 5 |
| Your CTEP-IAM credentials are now linked with NIH-PIV card and you are successfully back to CTEP-IAM website |
| Please click Continue |

Figure 8: Popup Message on Returning to CTEP-IAM

9 Once you are back into your CTEP-IAM profile, click on "Personal Information" menu option and the "NIH Information" sub menu to view the attributes that were received from NIH

| Name | Mr. Hariprasad Nagaraj Davanagere | Username: HDAVANAGERE | | | CTEP Person ID A-510672 |
|---|---|--|--|--|--|
| Institution/Address | Capital Technology Information Services Inc One Research Court Stote 200 Rocknie, MD 20050 USA | | Contact Information | Office Phone: Email: | (301) 948-3033 hdavanagere@ctsinc.com |
| Addition information about NIH and CTEP-IAM acc | ounts | | | | |
| Your CTEP-IAM Credentials are linked to N the login option to initiate authentication wit In addition to NIH PIV card, you can also ar the login screen to initiate the password chu | IH PIV Credentials. You can continue to use your NIH PIV Cr h NIH PIV Credentials. ccess CTEP and other systems using CTEP-IAM username a inge workflow. | edentials to access CTEP and other NCI system nd password. If you do not know your current pa | s where CTEP-IAM is provided as ssword, please logout of the curre | s an Identity source | e. Please choose "NIH" tab in ck on "Forgot Password" link in |
| User's NIH Account linked to CTEP-IAM Credentia | 5.000 | Description | | | |
| Email Address | davanagereh@erail.nih.gov | User's NIH Email (D. | | | |
| | | | | | |
| Name | Hali Davanagere | User's name evaluable in NIH NED | | | |
| Name Created Date | Harl Davanagere 10/30/2023 | User's name evaluatie in NIH NED Date on which the user's NIH account was links | ed to CTEP - IAM profile | | |
| Neme Created Data User's NH Account linked to CTEP-IAM Credentials statue | Han Davahagere 1620/0223 | User's name available in NM AED Cable on which the user's NM account was link Current status of case's United record. The profile AED/ex. This status is assigned in contentials (IV Accel to access CET) Approved. This status is assigned in Medicine to assigned by the Medicine to assigned by the Medicine to assigned by the Access CEEP-AAA and Medicate assigned by the Access CEEP-AAA and Medicate as a NM endentiat is access at CEP-AAAA usual holds A access will be medicated usual holds A access will be medicated assist holds and access will be medicated assist holds and assist holds A access will be medicated assist assist holds A access will be | In to CTEP - IAM profile to can be in "Motive", "Inscrine", "Temporarily the NPH and CTEP-AAM predentias are instead and and hostenetic systems. In IAM seen initiated reactivation of an inscrit. CTU/XITON workflow, indicates the user is a sampler to account impactice by a security met of the tail a cleared to resume business counts impacted by accounts. The inter exort is not of defented systems. The inter exort is not. | Disabled" and "Reinstan for the first time indicate ve user account. not allowed to use NIH or incident. Indicates the use a usual. Users in this at cates the user is allowed assigned this status till th andle security incidents. | e" to the user is allowed to use NIH wellentials to access CTEP-JAM and for is not allowed to use NIH oredendats stats will not be allowed to receivate. To reactivite CTEP concertains and se to the is cleared to resume business as |
| Neme . Created Data User's NH Account linked to CTEP-IAM Credentials status Status Changed Date | Hell Dynatogene 1930/0223 | User's name available in NIH AEDU Cable on which the user's NIH account was link Current status of user's Interference. The part of the transmission of the transmission of the transmission one-train (IV) Carlo account CIP Approvement. This status is assigned whi Meetime. The status is assigned by IN Restrict. This status is assigned by IN Restrict a status is assigned by IN Restrict The status is assigned to Restrict The status is assigned to NIH orderstats to access of CEP-IAM and usual NORE And CEP-IAM in Inter- | In to CTEP - IAM public to can be in "Machive", "Inactive ", "Inactive ", "Inactive", "Inactive ", "Inactive", "Inactive Termonomity the NIH and CTEP-AAM consensitiva and index All And the developed systems. In IAM seem initiated marchivation of an inactive CTIVIATION wondflow, indicates the user is r segment to accurate the consense of a pro- tice of the second protection of a pro- tice of the second is prof. The lane second is prof. The lane second is prof. Second statuted one of the statutes permitting profile attained one of the statutes permitting in the statute as permitting of the statutes permitting of th | Disabiled" and "Reinstate for the first time. Indicate the user account. not allowed to use NIH or incident. Indicates the use a usual: Users in this at cases the user is allowed assigned that status andle security incidents. side for 'Photfle Status' | e" to the user is allowed to use NIH wedentials to access CTEP-IAM and er is not allowed to use NIH ordentals tata will not allowed to resolute. To reactivite CTEP concertains and the table is cleaned to resume business as |

Figure 9: NIH Information Section After Accounts is Linked



Validating Access to CTEP-IAM Using NIH PIV Credentials

- 1. Access CTEP IAM or any other CTEP ESYS application that you might have access to.
- 2. In the login section (shown below), click on "NIH" tab.

| lde | entity | and Access | Managem | ent | | | | |
|-------------------------------|-------------------------------------|--|----------------------------------|------------------------------------|---------------------------------|-----------------------------|------|--|
| | | | | | | | | |
| CTEP-IAM | ID.me | NIH | | | | | | |
| | | | - 1 | Sign in using my Forgot NIH Acc | NIH Account O | | | |
| Warning No | tice: | | | | | | | |
| For public fai NIH Web Pol | cing web pages licies and Notice | to which the public has privileged a IS | ccess, e.g., clinical trial or a | dverse effects systems w | here users/patients are logging | in to enter PII/PHI: Read M | lore | |
| | | | | | | | | |

Figure 10: CTEP- IAM, NIH log in tab

3. Click on "Sign in using my NIH Account and follow the prompts to complete authentication. On successful completion of authentication, the user must be signed in to the CTEP ESYS application that they are trying to access.

| | Hariprasad Kapatuan Lista an |
|---|--|
| | Welcome to IAM |
| 8AM 🔊 🎴 | Your CTEP-IAM credentials are now linked to NIH PIV Card. |
| - | |
| | CTEP-IAM Services |
| Your current Registration Type | is Associate |
| Click here to access the RCR Registration Types are define | System to submit your annual NCI registration and/or update your Registration Type to Investigator, Non Physician Investigator, Non-IND/Non-Treatment Investigator or Associate Plus. NCI I as listed below. |
| Registration Types | |
| Investigator (IVR): MD Non-Physician Investig | DO, or international equivalent. pator (NPVR): Advanced practice provider (e.g., NP or PA) or graduate level researcher (e.g., PhD). ternanitetate (NNV): Monitor and an and an anticipation of the standard (e.g., EdD) as individuals with claimst linearum. |

Figure 11: CTEP- IAM Welcome Screen

Note:

- As per the requirements, users who use their NIH PIV card to access CTEP ESYS systems DO NOT have to create an ID.me account.
- If you have any questions or issues related to a new NCI CTEP-IAM account requests, please contact ctep:reghelp@ctep.nci.nih.gov

