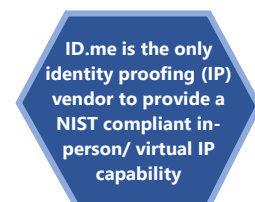


## NCI / ID.me Integration Memo to Canadian Research Staff

U.S. Regulations require that all Federal applications use multi-factor authentication (MFA) and identity proofing (IP). Failure to implement will result in the shutdown of NCI systems. As of July 8, 2022, CTEP-IAM completed its integration with ID.me and implemented MFA and IP for NCI systems. So far, over **5,000** users have enrolled and linked their ID.me and CTEP-IAM accounts. Users who have not completed this process still have until July 1, 2023, to set-up MFA through ID.me to continue accessing NCI systems. ID.me's [privacy bill of rights](#) upholds that **you have the right to privacy**. ID.me has built rigorous security and privacy requirements into their technology from inception. ID.me is an ethical steward of your personal information and is committed to supporting your rights:

- ✓ **You** are solely in control of your own data.
- ✓ **You** must provide consent before we will share any information.
- ✓ **You** can see all authorized apps and data elements shared in your My Account portal.
- ✓ **You** can revoke access to your data for any authorized app at any time.
- ✓ **You** may destroy your ID.me credential and associated data at any time. \*



ID.me provides a secure digital identity network that:

- ✓ Increases access rates to critical services in government and the private sector.
- ✓ Empowers individuals to control their own data to streamline access, eliminating the need to create multiple passwords and share credentials frequently.
- ✓ Voluntarily upholds leading privacy rights, such as those mandated by the California Consumer Privacy Act (CCPA).
- ✓ Is certified against the leading Federal standards including compliance with NIST 800-63-3 and FedRAMP Moderate ATO.
- ✓ Is interoperable with leading industry standards.

Refer here to view more on ID.me's [privacy policy](#). To get started, here is some useful information to prepare for this process:

### Information and Documentation Required for ID Verification and MFA:

Unique Identifier	Identification Documents	Multi-Factor Authentication
<ul style="list-style-type: none"> <li>✓ U.S. Social Security Number (SSN)</li> <li>✓ U.S. Individual Tax Identification Number (ITIN)</li> <li>✓ <b>Valid passport number (only option for Canadian citizens or users who live outside of the U.S.)</b></li> </ul>	<ul style="list-style-type: none"> <li>✓ Non-U.S. Passport (Primary document)</li> <li>✓ Canadian Driver's License (Primary Document)</li> <li>✓ National ID Card (Primary document)</li> <li>✓ Voter Registration (Secondary document)</li> <li>✓ Financial Statement (Secondary document)</li> <li>✓ Utility Bill (Secondary document)</li> </ul>	<ul style="list-style-type: none"> <li>✓ Text message or phone call to individual cell phone number or unshared landline</li> <li>✓ Push notification with authenticator app</li> <li>✓ Code- generator with authenticator app</li> </ul>

As a part of these guidelines, all users are required to provide a unique identifier. After providing an acceptable unique identifier, users will be prompted to submit documents to confirm their name, address, and passport information. Users will be required to submit two primary documents or one primary document and two secondary documents. An extensive list of the accepted documents can be found on ID.me's website at [What is a Primary or Secondary Identification Document](#). After submitting appropriate documents, users will be required to meet online with a Trusted Referee, who is an online video chat agent. This call will complete the identity verification process and then users will be prompted to select a multi-factor authentication option. Users will link their new ID.me credentials with their existing or newly requested CTEP-IAM account. After linking their ID.me account, only ID.me credentials and selected MFA can be used to access NCI systems.

## ***International Users Who Do Not Possess the Required Documents:***

As ID.me bases its requirements on U.S. regulations, approved unique identifiers and documentation are those typically possessed by U.S. residents. However, NCI values clinical contributions of international partners and understands that users living outside of the U.S. need NCI system access to continue participating in clinical research. New users who do not have the required information, should contact the CTEP Help Desk to request CTEP-IAM credentials to access NCI systems and temporarily waive the requirement to set up an ID.me account. However, by July 1, 2023, CTEP-IAM usernames and passwords will not permit access to these systems in compliance with U.S. Federal regulations. We look forward to continuing our work and partnerships and will continue to strategize towards a long-term solution that works for our international collaborations and the integrity of NCI systems. For help, please reference the following:



- [ctephelpdesk@nih.gov](mailto:ctephelpdesk@nih.gov) for help with the CTEP-IAM and ID.me process
- [CTEP website](#) for detailed instructions, FAQ, and other helpful information
- [ID.me support](#) for assistance with your ID.me account