Creating a Single Sign On Account
To create a Single Sign On ID please visit [https://IMPACT.illinois.gov](https://IMPACT.illinois.gov) and select the option to create a new account.
Creating A New Account

Select the type of account you want to create:

- State Government Staff
- Service Provider/Billing Agent

Account Type Descriptions:
- State Government Staff (i.e., Permanent Staff, Temporary Staff and Contractual Staff)
- Service Provider/Billing Agent (i.e., Hospital, Clinic, Physician, Nurse, Dentist, Transportation, Mental Health, Managed Care Organization, Clearinghouse, etc.)

- Select the type of account, then click **Next**.
Creating A New Account

Please complete all fields. At a minimum, all fields with an * are required.

After entering the information, review and agree to the Terms & Conditions and click Next.
Creating A New Account

Please complete all fields. At a minimum, all fields with an * are required.

Create your account - Step 3 of 4

* = Required Fields

*User ID

*Password

*Confirm Password

User ID guideline: User ID must be at least 6 characters and can contain letters (a-z or A-Z), numbers (0-9), and the following symbols (@-*)

Password guidelines:
- Must be at least 8 characters in length
- Must include characters from 3 of the following categories:
  - Upper case letters (A-Z)
  - Lower case letter (a-z)
  - Numbers (0-9)
  - Special characters (@#,%@-^&*_=<>)
- Should not be based on your User ID

Select four unique security questions. These questions will be used to restore access to your account in case you forget the password.

*Secret Question #1

---Select Question---

*Secret Answer #1

*Secret Question #2

---Select Question---

*Secret Answer #2

*Secret Question #3

---Select Question---

*Secret Answer #3

*Secret Question #4

---Select Question---

*Secret Answer #4

Click Create Account.
Creating A New Account

• When you reach this screen your User ID, Password, and Secret Questions have been associated to your account.

• An email will be sent to the address used during registration as a reminder.

• Now you will need to return to the original Login Screen and use your newly created account.
Creating A New Account

- Log in using your User ID and Password.
Creating A New Account

These are the options when you log in for the first time. You can modify any of the information you entered while creating the account by clicking the applicable button.

Click on **Request Application Access** to request access to the system for your account.
Creating A New Account

Request Application Access

Request application access guidelines:
1. Search for an application with a keyword or select an agency to view its applications
2. Choose an application
3. Confirm your application and click "Request Access" to proceed

Step 1: Search for an application

OR

Step 1: Select an agency to view its applications

State of Illinois

Step 2: Choose an application

Please select an agency to view its applications or search for applications.

Step 3: Click on 'Request Access' button to proceed

No application selected yet.

- Click on the State Seal or State of Illinois to see available application options.
Creating A New Account

• Step 2 will update with available applications. Click on **IMPACT Provider Enrollment**.
• Step 3 will update with additional information regarding the selected application. If you selected the correct application, click on **Request Access**.
Creating A New Account

Please confirm the name of the application to be requested before proceeding. By clicking on 'I Accept' you agree to the Terms & conditions of this application.

App Name: IMPACT Provider Enrollment

Terms & Conditions

Thank you for accessing the State of Illinois' Identity, Credential and Access Management web portal service (Service). Access and use of the Service is subject to these terms and conditions (Agreement), as well as all applicable laws and policies. Each time you access or use this Service, you agree to be bound by the terms contained in the most current version of this Agreement, which may be modified without notice at any time and can be found at the bottom of the IMPACT website. These terms affect your legal rights and obligations. If you do not agree to these terms, do not access or use the Service.

Terms and Conditions
1. You agree to access and use the Service only for lawful purposes. You are solely responsible for the knowledge of and adherence to any and all laws, statutes, rules and regulations pertaining to your use of the Service. Any use of the Service not specifically permitted under this Agreement is strictly prohibited.
2. The State grants you a limited, non-exclusive, non-transferable license to access and make personal use of the Service for the purposes of creating login information that is unique to you and accessing your IMPACT account profile and applications available through the Service.
3. All information that you transmit through the service must be true and accurate to the best of your knowledge. Your transmission of any false, misleading or inaccurate information may result in the termination of your rights to use the Service and possible administrative, civil, or criminal penalties under State and Federal laws. You are solely responsible for your conduct along with any data, text, files, photos, videos and all other content or materials (collectively, Content) that you

Note: Click 'Cancel' to go back to your homepage.

• Review the Terms and Conditions for the selected application, and click I Accept to proceed.
Creating A New Account

Please complete all fields. At a minimum, all fields with an * are required.

- Review to ensure the information on this screen is correct.
- Read the disclaimer and confirm by clicking I AGREE.
- Scroll down the page.
- Complete any missing information.
Creating A New Account

Please complete all fields. At a minimum, all fields with an * are required.

You understand that by clicking on the I AGREE button immediately following this notice, you are providing ‘written instructions’ to the State of Illinois under the Fair Credit Reporting Act authorizing the State of Illinois to obtain information from your personal credit profile or other information from Experian. You authorize the State of Illinois to obtain such information solely to confirm your identity to avoid fraudulent transactions in your name prior to granting you online access to and use of the State of Illinois website.

* I AGREE

Basic Information

*First Name

*Last Name

*Date of Birth

Residential Address

*Street Address 1

Street Address 2

*City *State *Zip Code

Other Information

Last 4 Digits of SSN

Note: Date of Birth, Address and Last 4 digits of SSN will not be saved.

Submit Clear

• Review to ensure the information on this screen is correct.

• Complete any missing information.

• Click *Submit*. 
Creating A New Account

Please answer the 4 security questions that are specific to the demographic information used during the creation of the account. This is a security feature to verify identity.

After confirming your identity, you will be granted access to log in to IMPACT and begin the Enrollment Application from the Main Menu.