How to sign up for ECU Health Alerts

Resolution

- 1. Go to <u>https://myhr.vidanthealth.com/psp/ps/?cmd=login</u>.
- 2. Login with your username and password.
- 3. Click Personal Details.



4. Click **Contact Details** on the left side of the page.



5. If your mobile number is not in the system already, click the '+' under the word **Phone** to add your number, **including area code**.

Addresses	Contact Details Only the Business phone number is published to Outlook. Phone				
Aarital Status	+				
🔄 Name	Number	Extension	Туре	Preferred	
Linic Groups	252/847-5111		Business	~	×
Centergency Contacts	827/399-xxx		Mobile		>
Additional Information	252/xxx-xxxx		Main/Home		>
👍 Veteran Status					
Form I-9	Email				

- 6. Ensure you select **Mobile** in the **Type** drop-down options.
- 7. Click Save.