

Ohio's State Opioid and Stimulant Response (SOS) Grant: Create an OHID, Add Multi-factor Authentication, and Request Access to SOR/SOS iPortal

Step 1 – Create an OHID

See this set of resources from OhioMHAS on how to [Create an OHID Account](#)

Step 2 – Add multi-factor authentication to OHID

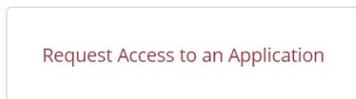
See this set of resources from OhioMHAS on how to [Add Multi-factor Authentication](#)

Step 3 – Request access to SOR SOS (State Opioid and Stimulant Response) app

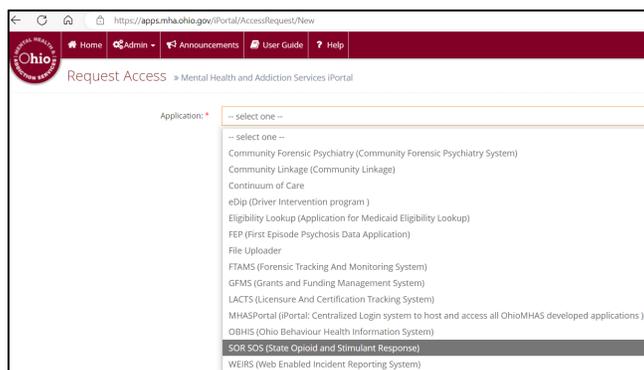
- a) Go to [OhioMHAS iPortal Login Tile](#)
 - i. Click the blue **OHID**
 - ii. Log in with your OHID username and password
 - iii. Complete the two-step verification
 - iv. Click “Home” button



- b) Click **Request Access to an Application**



- c) Under Application: select **SOR SOS (State Opioid and Stimulant Response)** from the drop-down list



d) Under Role: select the **SOS Collector Role** from the drop-down list.

Note, there are two choices of roles. The SOS Behavioral Health User can be requested later and allows access to all GPRA interviews for an organization.

SOS Collector – most users (e.g., GPRA interviewers and data entry staff)

SOS Behavioral Health User – reserved for supervisors

The screenshot shows a web browser window with the URL <https://apps.mhas.ohio.gov/iPortal/AccessRequest/RequestAccess>. The page title is "Request Access" and the breadcrumb is "Mental Health and Addiction Services iPortal". The form contains the following fields:

- Application: * SOR SOS (State Opioid and Stimulant Response)
- Role: * -- select one --
- Your Current Access: * -- select one --
- Role: * SOS BehavioralHealthUser
- Role: * SOS Collector

e) Select your **Organization** from the list.

The close-up shows the "Organization: *" field with a dropdown menu open. The dropdown options are:

- select one --
- my organization isn't in the list

If you see more than one name for your organization, please check with a local supervisor or manager about which one to select.

If you do not see your organization's name on the list, check with a local supervisor or manager about how your organization's name is listed.

f) Click **Submit**

The SOR/SOS iPortal will display a successful submission message and the request will have been sent to OhioMHAS admin. You should receive a copy of the email request.

It can take a day or two for the request to be approved.

