Public Health Information System (PHIS)

March 9, 2011
User Enrollment
Topics Covered

- What are eAuth and PHIS user accounts?
- Industry Invitation
- The PHIS Enrollment process
**eAuthentication User Accounts**

A USDA eAuthentication (eAuth) account allows a PHIS user to access the system.

A PHIS user account allows the user to be granted authorization to access PHIS resources and do business transactions.

A PHIS User Account consists of the following sections: General Information, Roles and Work Areas, and Miscellaneous
General Information

- Name
- Email
- Phone
- Account type
- Account status
Roles and Work Areas

- Assigned roles
- Role’s work areas
Miscellaneous

• Salutation
• Credentials
• Additional contact information
United States Department of Agriculture
Food Safety and Inspection Service

Logging Into PHIS

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WARNING

- You are accessing a U.S. Government information system, which includes (1) this computer, (2) the computer network, (3) all computers connected to this network, and (4) all devices and storage media attached to this network or connected to a computer on this network. This information system is provided for U.S. Government authorized use only.

- Unauthorized or improper use of this system may result in disciplinary action, as well as civil and criminal penalties.

- By using this information system, you understand and consent to the following:
  - You have no reasonable expectation of privacy regarding any communications or data transferred or stored on this information system. At any time, the government may for any lawful government purpose monitor, intercept, search, and seize any communication or data transferred or stored on this information system.
  - Any communications or data transferred or stored on this information system may be disclosed, used for any lawful government purpose.
  - Your consent is final and irrevocable. You may not rely on any statements or informal policies purporting to provide you with any expectation of privacy regarding communications on this system, whether oral or written, by your supervisor or any other officer, except USDA’s Chief Information Officer.

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Login with my User ID and Password

- User ID: UserID
- Password: Password

- Login

Login with my USDA Employee LincPass

- Login with my LincPass

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PHIS
United States Department of Agriculture
Food Safety and Inspection Service

Industry Invitation

User Administration

Generate and sign a letter

Mail to the industry

Open a browser

Designate an administrator

Industry

Navigate to the PHIS URL (from the letter)

Invitation Key

Enrollment

Accept Invitation

PHIS Admin
User Account is ready.
Go to PHIS.
United States Department of Agriculture
Food Safety and Inspection Service

Industry Enrollment

Request any PHIS web site

User is redirected to the Enrollment website (after being authenticated by eAuth)

Submit Enrollment Request

Submit

Approve Request

Approve

User Administration

Reject

PHIS User Account is ready. Go to PHIS.
Welcome to PHIS!

Holly,

Your PHIS account was not found. A PHIS account is required to access the PHIS System. Please review available options below and decide how to proceed.

Submit Enrollment Request

Click Submit Enrollment Request below to run the PHIS Enrollment Request Wizard. The wizard helps you prepare and submit the enrollment request. To monitor status of your submitted request, navigate to this or to any PHIS page at any time. You will be notified when status of your request is changed.

Submit Enrollment Request...

Want to know more about PHIS and Enrollment?
Click About on the top navigation bar.

Need to contact us?
Click Contact Us on the top navigation bar to request FSIS Application Support or ITS Help Desk support.

To return to this screen, click Home on the top navigation bar on any page.

The PHIS Enrollment Request Wizard (Step 1)

Welcome to the PHIS Enrollment Request Wizard

The wizard helps you prepare and submit the enrollment request.

Welcome
Account Type
Primary Role
My Preferences
My Comments
Summary

Click on the links above to access previously entered data.

Wizard Steps

1. Run the PHIS Enrollment Request Wizard.
2. Specify Account Type.

3. Request a role.

4. Select “my” organization.
6. Add comments for an administrator.
7. Review the request before submission. Click Finish to submit it.
8. The request is submitted and pending approval.
Questions
Preliminary List of Alerts
United States Department of Agriculture
Food Safety and Inspection Service

Existing Alert Catalog

- An NR is under appeal
- Confirmed positive E. coli O157:H7
- Confirmed positive LM
- Confirmed positive Salmonella
- De-listed Foreign Countries or Establishments Enabled Archive View Log
- E. Coli suppliers in supplier tracking - Domestic
- Errors from electronic certification transactions Enabled Archive View Log
- Establishments classified as PH1-a
- Estimated arrival time exceeded for products scheduled for reinspection
- Failure to Present lots Enabled Archive View Log
- Follow-up tasks (created due to NR completion) approaching due date
- Ineligible import applications
- Lab samples assigned but not scheduled
- Lots failed APHIS requirements Disabled Archive View Log
- Lots received but not completed
- Lots with disposition due date exceeded Disabled Archive View Log
- New Laboratory Sampling Task Assigned
- NRs for adulterated product potentially entering commerce
- Overdue sample collections tasks
- Potential positive E. coli O157:H7
- Presumptive positive E. coli O157:H7
- Recently Scheduled Laboratory Sampling Tasks -- for HQ
- Routine unassigned tasks with approaching due date
- Scores from Foreign Country Scoring execution
- Unscheduled TOI assigned Disabled Archive View Log
### Noncompliance Report for Establishment

**From 08/27/2010 To 01/21/2011**

<table>
<thead>
<tr>
<th>Date</th>
<th>NR Number</th>
<th>Description</th>
<th>Regulation</th>
<th>Under Appeal?</th>
<th>Status</th>
</tr>
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<tbody>
<tr>
<td>1/18/11</td>
<td>WIL0612014718N-1</td>
<td>Electrical; stunning or slaughtering with electrical current</td>
<td>313.30</td>
<td>Yes</td>
<td>Closed</td>
</tr>
<tr>
<td>1/10/11</td>
<td>WIL0612014718N-1</td>
<td>hazard analysis</td>
<td>417.2(a)(1)</td>
<td>Yes</td>
<td>Closed</td>
</tr>
<tr>
<td>1/10/11</td>
<td>WIL2914013519N-1</td>
<td>plan identifies procedures for pre-op</td>
<td>416.12(c)</td>
<td>Yes</td>
<td>Closed</td>
</tr>
<tr>
<td>1/20/11</td>
<td>WIL1011006422N-1</td>
<td>Grounds and Pest Control</td>
<td>416.2(a)</td>
<td>Yes</td>
<td>Closed</td>
</tr>
<tr>
<td>1/21/11</td>
<td>WIL3809010321N-1</td>
<td>Electrical; stunning or slaughtering with electrical current</td>
<td>313.30</td>
<td>Yes</td>
<td>Closed</td>
</tr>
<tr>
<td>1/21/11</td>
<td>WIL3809010321N-1</td>
<td>HACCP Plan</td>
<td>417.2(b)</td>
<td>Yes</td>
<td>Closed</td>
</tr>
<tr>
<td>1/21/11</td>
<td>WIL3809010321N-1</td>
<td>US Rejected tags shall not be removed by anyone other than an ins</td>
<td>313.50</td>
<td>Yes</td>
<td>Closed</td>
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<tr>
<td>1/21/11</td>
<td>WIL3809010321N-2</td>
<td>hazard analysis</td>
<td>417.2(a)(1)</td>
<td>Yes</td>
<td>Closed</td>
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<tr>
<td>1/21/11</td>
<td>WIL3809010321N-2</td>
<td>Hazard Analysis</td>
<td>417.2(a)</td>
<td>Yes</td>
<td>Closed</td>
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</tbody>
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