

Purpose: The password reset functionality allows OVERS users to reset a password electronically after getting locked out or if they forgot their password.

Summary: Click on the **Forgot your password?** link under the **Username** field. The next screen will require your username and a Captcha security code. Continue through the prompts to receive an email with a temporary password. Once you have received the email, you can log back into OVERS and reset the password.

Instructions:

1. Select the **Forgot your password?** link under the Username field.

The State of Health Auth OVERS Technical Supp	Oregon - Oreg ority port: 971-673-0279	on
Username:	Password:	
Example		
Version #: 22.2.7.73706		Login
Forgot your password?		

2. Enter your username and the Captcha security code from the image and click Next.



3. Answer the security question and click Next.

If you do not know the answer to your security question, please call the OVERS Help Desk at 971-673-0279 to complete the process.



4. Click **Continue** to receive the temporary password email.

Request New Password Password Request Successful. A temporary password has been sent to your email address.	Ŧ
	Continue

5. You will receive an email from ORVR.OHD@STATE.OR.US with your temporary password. Check your spam folder if you do not receive the email with in a few minutes. You may copy the password to use when logging into OVERS.

OREGON CENTER FOR HEALTH STATISTICS User Access Information			
ORVR.OHD@STATE.OR.US	S Reply	(Reply All	\rightarrow Forward 🗊
			Wed 8/2/2023 10:30 AM
Example			
OVERS User, you have been assigned the following OVERS system generated password	6807106711439	15231464851	L

6. Log into OVERS with your **temporary password** from the email You may paste the copied password for convenience.

The State of Health Auth OVERS Technical Supp	Oregon - Oreg ority port: 971-673-0279	gon
Username:	Password:	
Example	[
Version #: 22.2.7.73706		Login
Forgot your password?		

7. You will be taken to the User Acknowledgement screen. Select **I Accept** to acknowledge that you have read and understand the acknowledgement. This will take you into OVERS.

Healt OVERS Te	h Authority chnical Support: 971-673-0279
User Acknow	ledgement
You are about to Services/Oregon of this system co monitoring of the obtained during n criminal penalty a law. It may also b access to the sys You may not use your username or	access a system within the Oregon Department of Human Health Authority (ODHS OHA) computer network. (1) Use nstitutes the user's consent to permit ODHS OHA user's activities. Evidence of unauthorized activities nonitoring can and will be used by ODHS OHA for civil or against the individual or responsible entity as permitted by e used as evidence of violation of a contract granting tem, potentially resulting in termination of the contract. (2) another person's username and password. Do not share password under any circumstances.
	I Accept Cancel

8. You will be prompted to create a new password on the **Change Password** screen. Your "old password" will be the **temporary password** that was emailed to you. You can also change your security question at this time. You have a choice of four questions. Click **Save**.

		Your current password is temporary. Please set new password now before logging into the system.	
emporary 🛁	Old Password:		
	New Password:		
	Confirm Password:		
	Security Question	What was the name of your first pet? 🗸	
	Security Answer		+

9. You should see the following message. Either continue into OVERS or logoff the system.

