

Important Content Update Message



We are currently updating the OP Help Center content for the release of OP 20. OP 20 (official version 20.0.x) is the certified, 2015 Edition, version of the Office Practicum software. This is displayed in your software (**Help tab > About**) and in the Help Center tab labeled Version 20.0. We appreciate your patience as we continue to update all of our content.

How do I reset my Passphrase for EPCS?

Last Modified on 02/03/2020 7:57 am EST

Follow the steps below if you forgot or need to reset your Passphrase for EPCS.

1. Navigate to **Admin tab > EPCS Provider Dashboard**.
2. Click the **Forgot Passphrase** link in the Sign in section.
3. Enter your NPI and click the **Next Step** button.
4. Select your **Token** from the drop-down menu.
5. Click the **Continue** button. The Email confirmation window displays.
6. Click the **Done** button.
7. Click the **Reset Passphrase** link in the reset passphrase notification email.
8. Re-enter your **NPI**, **Token** and **answer** your security question. Once complete you will be able to reset your passphrase.



Tip: Minimum requirements for a new passphrase are at least 8 characters with 1 capital letter and 1 number.