

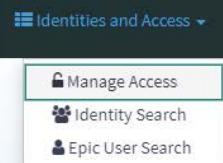
## Requesting EMERSE Access via MySupport@UNC

Once you have a UNC Health Care System domain account, you will need to request access to EMERSE via the MySupport@UNC system.

Access to EMERSE is granted by requesting access using the hospital's system.

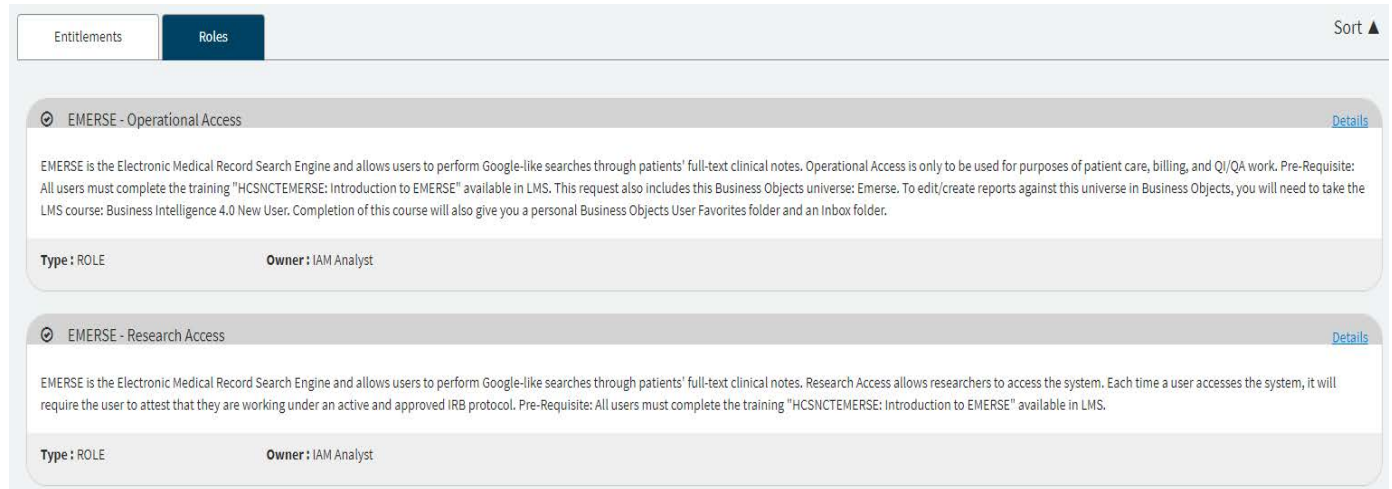
To put in a request:

1. Go to <https://unhc.service-now.com/sp?id=index> and log in using your u-number and password.
2. Once logged in, click Identities and Access, then Manage Access:



3. From the list of people, click yourself.
4. On the left side menu, choose Select Access.

5. In the keyword search, search for keyword EMERSE. When results come up, click Roles. You'll see that you have two options, Research access and Operational access:



Users who plan to use EMERSE solely or primarily for research purposes should always choose the Research role. You should only choose the Operational role if your access to the system will be for the purpose of quality improvement work or clinical operations. If you have a dual role or aren't sure which access level to pick, feel free to email us at [nctracs@unc.edu](mailto:nctracs@unc.edu).

6. Select your role, click Next.
7. Before submitting, enter a comment describing your need for the application and what your role is.

**You will be notified when your access is approved and will be provided with other materials to support your use of EMERSE.**