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://unchc.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:

MySupport @ URC	Identities and Access →
	Manage Access Manage Access Manage Access Epic User Search
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- 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:

Entitlements	Roles	Sort ▲
	nal Access	Details
EMERSE is the Electronic M All users must complete th LMS course: Business Intell	Aedical Record Search Engine and allows users to perform Google-like searches through patients' full-tex he training "HCSNCTEMERSE: Introduction to EMERSE" available in LMS. This request also includes this Bu ligence 4.0 New User. Completion of this course will also give you a personal Business Objects User Favor	clinical notes. Operational Access is only to be used for purposes of patient care, billing, and QI/QA work. Pre-Requisite: siness Objects universe: Emerse. To edit/create reports against this universe in Business Objects, you will need to take the ites folder and an Inbox folder.
Type:ROLE	Owner: IAM Analyst	
 EMERSE - Research 	n Access	Details
EMERSE is the Electronic M require the user to attest the	Aedical Record Search Engine and allows users to perform Google-like searches through patients' full-tex hat they are working under an active and approved IRB protocol. Pre-Requisite: All users must complete I	clinical notes. Research Access allows researchers to access the system. Each time a user accesses the system, it will he training "HCSNCTEMERSE: Introduction to EMERSE" available in LMS.
Type: ROLE	Owner: IAM Analyst	

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.

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.