

Accessing Kids at Work Day through BHAPPS

This year for security reasons, employees must log into a secure network to enter the web site from home. If you are on a Beaumont computer on a Beaumont network, these steps are not necessary. If you are on a Beaumont network, please visit <http://intranet.beaumont.org> and find the Kids at Work link under Quick Links.

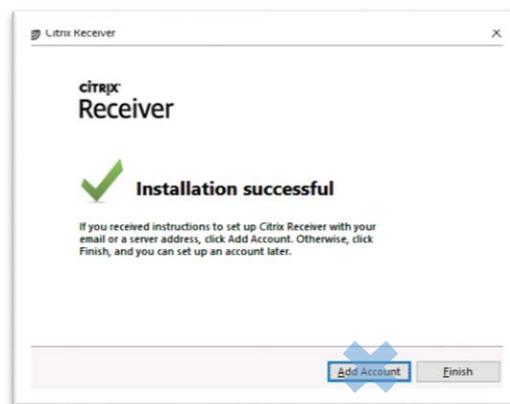
This program is best used with Internet Explorer 11, Microsoft Edge (Latest Release), and Google Chrome (Latest Release). It is NOT tested with Mozilla Firefox, Apple Safari, Opera, and Vivaldi.

You will be asked to download the Citrix Receiver. There is a link in the instructions to download the program at <https://bhapps.beaumont.org>. Once you install the receiver, your computer and the Beaumont network will be able to communicate securely. The installation takes about 5 – 7 minutes.

Go to this file for instructions:

https://bhapps.beaumont.org/logon/LogonPoint/BHapps_Instructions_Desktop.pdf

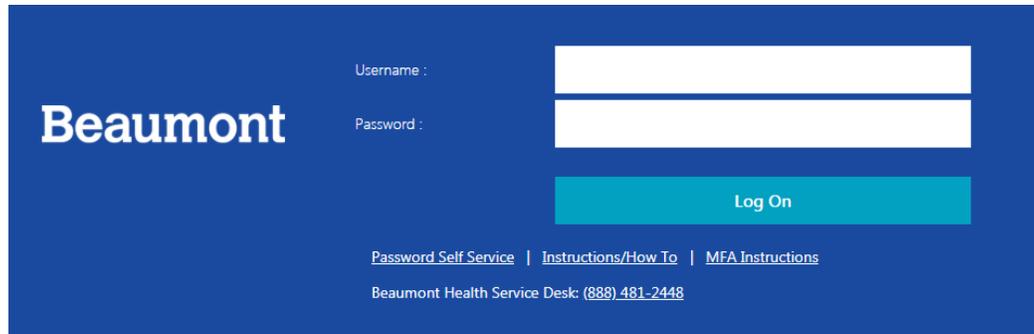
At the end of the installation, you will be asked to add an account. You can ignore that.



When you see the window above, you are done. Click on the Finish button.

Please note you will be asked for a second authentication method. Please make sure you are set up with these instructions: <https://byod.beaumont.org/> if you have not before.

1. Go to <https://bhapps.beaumont.org/>
2. Type in your Windows login and your Single Sign-On password.
3. Click on Login On.



Beaumont

Username :

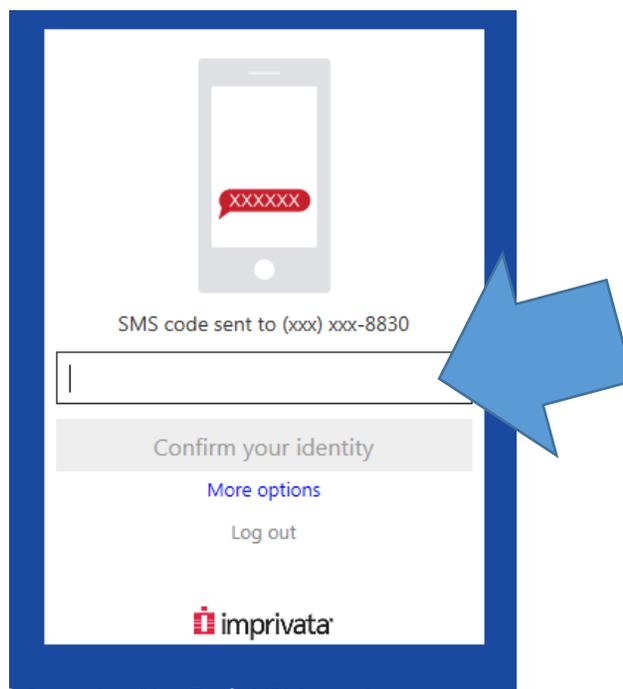
Password :

Log On

[Password Self Service](#) | [Instructions/How To](#) | [MFA Instructions](#)

Beaumont Health Service Desk: (888) 481-2448

Because security is important, you will be asked for an Imprivata verification code. This is a code sent to your phone – the phone you registered at <https://byod.beaumont.org/>.



XXXXXX

SMS code sent to (xxx) xxx-8830

Confirm your identity

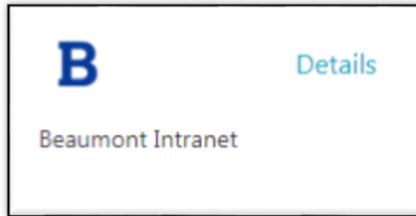
[More options](#)

Log out

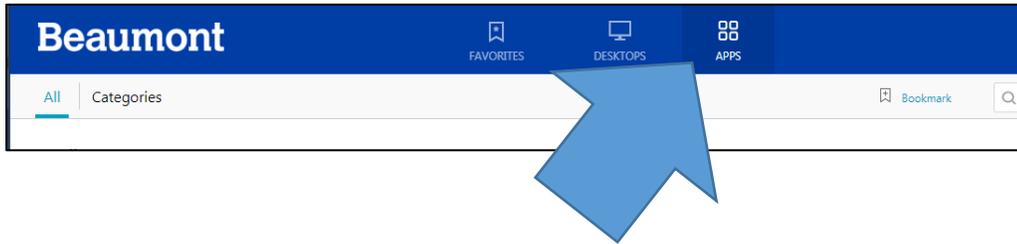
 imprivata

4. Check your photo for a text message from Imprivata.
5. Type in the code number.
6. Click on “Confirm your identity” button. If successful, you will see the BHAPPS home page.

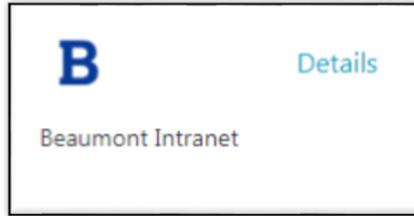
Everyone’s screen is different. You may or may not see icons depending on your job functions. Everyone should have the Beaumont Intranet Link.



7. If you do not immediately see the Intranet link, click on APPS on the top navigation bar top see a list of all your apps.

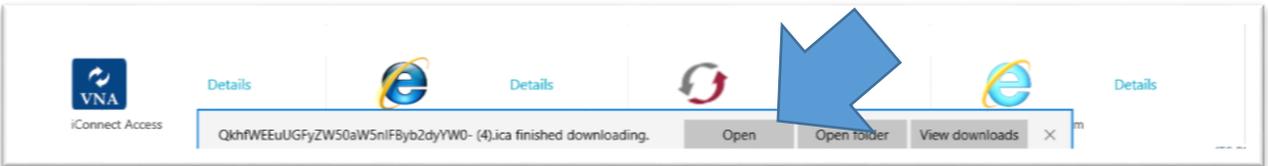
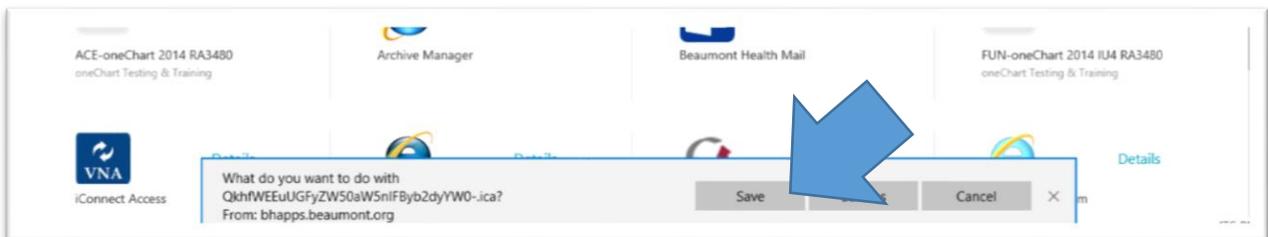


8. Click on the Beaumont "B".

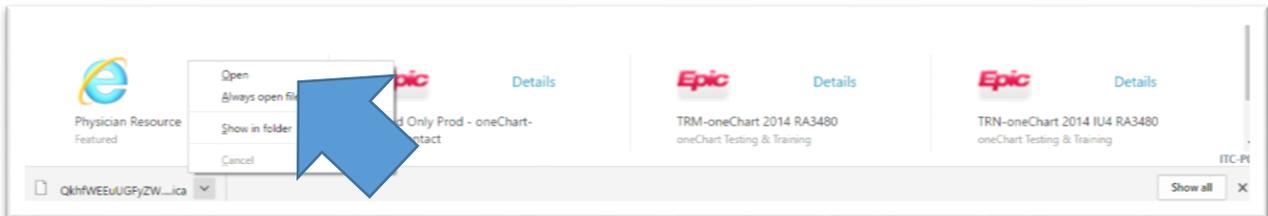


9. Depending on your browser, the next few steps will be different. You will be asked to save and open an ICA file. **Please Save and Open the file.** Here are some examples of what you might see.

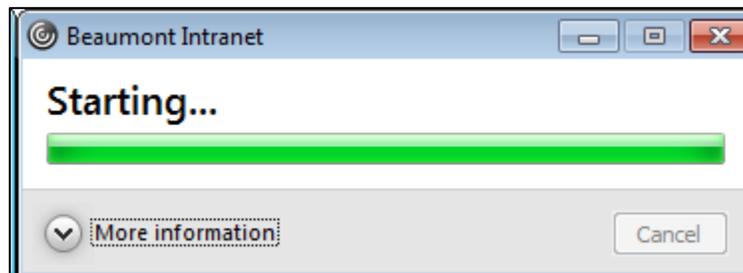
Internet Explorer



Chrome



When you open the ICA file, the program starts.



10. The Employee Website appears. In the Quick Links section on the right side, click on the “Kids at Work Day” link.

11. Login into the Kids at Work Day program as described on the page.

The screenshot shows the Beaumont website homepage. At the top, there is a navigation bar with the Beaumont logo on the left and links for Password, Paging, Email, Inside Beaumont, OakNet, and The Bridge on the right. Below the navigation bar is a main menu with links for About Us, Applications, Departments/Services, Documents, Education, News, Nursing, Quality, and Events. The main content area features a large blue banner with the text "NEVER QUITTING TAKES RELENTLESS DRIVE" and the Beaumont logo. Below the banner is a news article titled "Beaumont Health launches new brand campaign" with a sub-headline "Beaumont submits application to build new hospital in Oxford". To the right of the main content is a "Quick Links" section with a list of links: Beaumont Service Center, Blogs, Brand Central, Bwell, Careers, Code of Conduct, Community Health Needs Assessment, Concur Expense Reporting, Emergency Management, Employee Services, Classified Ads, Employee Discour, Hepatitis A vaccina, Kids at Work Day, Life Advisor EAP, Payroll, and PeopleSoft HR. A blue arrow points to the "Kids at Work Day" link.