## **NEW: IHCA**

### **MEMBER PORTAL**

The new portal makes it easier to log into the website, register for education events and access members-only content.







If you have an account with IHCA, please follow these instructions. If you do not have an account with IHCA, please create an account (details on back of paper).



# GO TO IOWAHEALTHCARE.ORG LOGIN PAGE:

Click the **"Login"** button on https://members@iowahealthcare.org.



### **ENTER YOUR EMAIL ADDRESS**

Then, click the "Submit" button.



### **CHECK YOUR EMAIL**

You will receive an email with a link to click to reset your password.



### CLICK THE EMAIL LINK

Follow the instructions to reset your password.





## HOW TO:

### **CREATE AN ACCOUNT**

Is this your first time logging into the IHCA website? Follow these steps to set up an account:



#### **VISIT:**

Visit the IHCA website at: https://members.iowahealthcare.org/.



#### **SELECT LOGIN**

On the IHCA login page, scroll to "Don't have an account yet?" and select the "Create an account" button.



#### **COMPLETE REQUIRED FIELDS**

Complete all required fields and select the "Create Account" button.



### **SELECT YOUR ORGANIZATION**

Enter your organization and select the "Continue" button.

Once logged into your portal, please verify your information. If you have any questions about the new Member Portal, please email info@iowahealthcare.org.

