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**Department of Health Care Services
Children's Medical Services Network
(CMS Net) - Information Bulletin #404**

Provider Electronic Data Interchange (PEDI) Security Changes

The PEDI application will be enhanced to include new password requirements to comply with federal standards. These updated password controls will go into effect on **October 22, 2012.** In addition, new user profiles will be added for all PEDI users.

When returning to work on October 22nd the enforcement of new password requirements will be in place. ***Users will no longer be allowed to share user ids and/or passwords.***

- ***If you do not have your own User ID and password*** you are required to contact your Liaison to assist you in requesting your own user id and password. Liaisons are required to submit Attachment B and D to add new/existing user IDs. Attachment B and D may be found under the section CMS Net Provider EDI Liaisons:
http://www.dhcs.ca.gov/services/ccs/cmsnet/Pages/CMSNetProviderEDI.aspx

- ***If you do have your own User ID and password*** you will be required to reset your password when you first log into the PEDI system using the new password standards. Your User ID will remain the same (no changes).

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Below are the new Password Standards which will be enforced to comply with federal standards.

1. Passwords will be <u>exactly</u> 8 characters in length
2. Passwords are case sensitive and must contain:
    a. At least one alphabetic uppercase letter (A-Z) or one national character (#, @ and $) and;
    b. At least one alphabetic lowercase letter (a-z) and;
    c. At least one number (0-9)
3. Password may not contain 4 consecutive characters from any part of your login as (username), first name, middle name, or last name.
4. User ID access will be revoked after five consecutive unsuccessful log-in attempts (using the wrong Login As or password)
5. Users must change their passwords at least every 90 days.
6. 10 days before the password expires, users will begin receiving a message daily prompting them to change their password upon login attempt.
7. User IDs whose password expires after 90 days will automatically be inactive requiring passwords to be reset by CMS Net Help Desk.

<u>New User Profiles:</u>
New user profiles are added to PEDI which allows users to add and update their first and last name; email address and telephone number. This contact information is helpful in cases where the CMS Net Help Desk needs to contact a user on an issue or to send a broadcast message to all users. Please verify your profile in PEDI and add your contact information if it is missing or incorrect.

Please contact the CMS Net Help desk at cmshelp@dhcs.ca.gov if you have questions regarding the PEDI application.

<u>Upcoming Future Enhancements:</u>
Allow multiple liaisons per account
Allow liaison(s) to reset user(s) password
Liaison's contact information displays in user's profile page.
Duty statement and oath agreement for domain liaison
Additional Password Standards rule: Users are prohibited from using any of their prior passwords.