



## How Do I Change My Password?

For Additional Questions and Answers, visit our [FAQ](#) section

### Step 1: Select the Application

Click **Change Password** on the left-hand side menu on the *MyPractice* Page.

### Step 2: Enter Current Password

Enter the current password in the **Old Password** field.

### Step 3: Enter New Password

Enter your new password in the **New Password** field.

- Passwords must be between 6 and 20 characters long.
- Passwords can contain alpha and numeric characters.
- The same character cannot occupy more than two consecutive positions (e.g., baseballfan11 is acceptable; baseballfan111 is not because “1” is repeated three times).

### Step 4: Confirm

Click **OK**.

- You will be required to change your password every 180 days for security purposes.
- If you ever forget your password, you can use the **Forgot Password** link at the Provider Sign In screen to reset it online.