How to Logon to HRXpress from Home
(Note: Must use Internet Explorer when working in HRXpress)
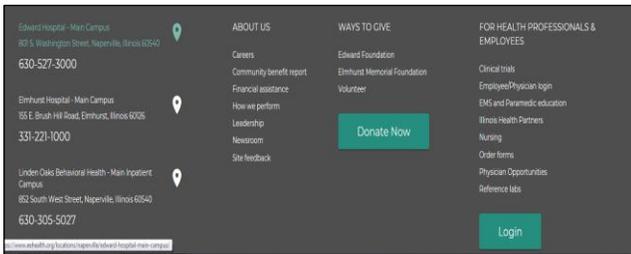
1. Go to EEHealth.org. Click on the Employee/Physician login link or Login button (bottom of page).

2. If first time using remote access, click on **NEED HELP?** for setup process to verify who you are when accessing All Access.
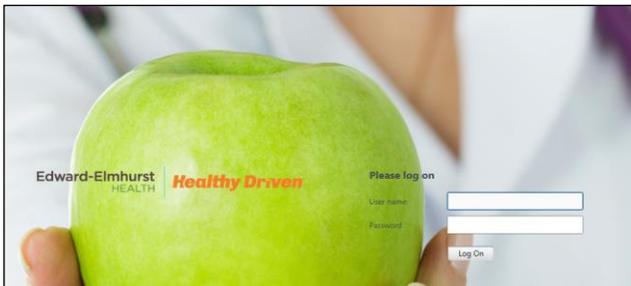
3. Under Remote Access, click on EEHealth Employees. Enter User Name (6-digit employee number) and network password. Click "Log On."
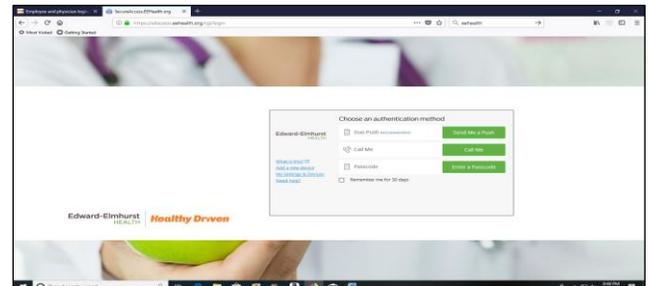
4. Chose an authentication method (reference step 2 above on how to set up).
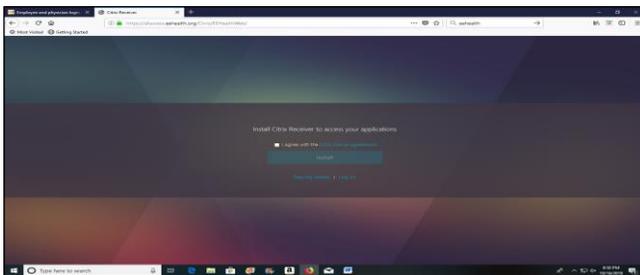
5. Install Citrix Receiver if this is your first time using remote access.
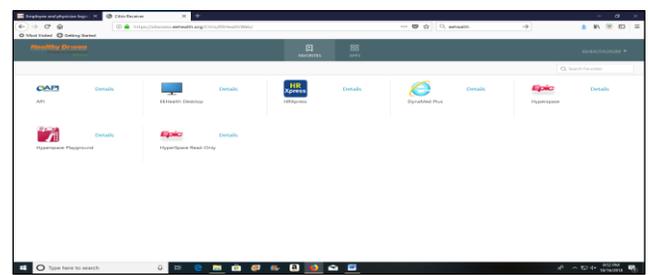
6. Click on the HR Xpress icon to log into HRXpress.
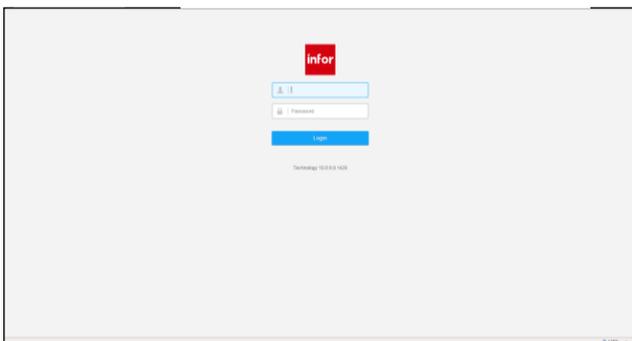
7. The HRXpress (Infor) Login screen will appear. You will need to enter your User Name and Password again. Your User Name is your Network ID and your Password is your Network Password.

If you experience problems connecting, please submit a ticket to the Service Desk by calling 630-527-3346.