

Logging into MIIC

This document will provide information on how to log into MIIC and change your password. It will also tell you what to do if you forget your password or your account becomes inactive.

Logging In and Changing Your Password

Once your account has been set up in MIIC, you will be given an organization code, username, and temporary password. Contact the MIIC Help Desk at health.miichelp@state.mn.us if you need assistance.

1. After getting your login credentials you should go to the MIIC login screen:
<https://miic.health.state.mn.us>.
 - a. Internet Explorer version 9 is the preferred web browser for MIIC. MIIC may not work correctly with other web browsers.
 - b. If you are using another version of Internet Explorer and experience compatibility issues upon login, please refer to the [Compatibility View Mode Procedure](#) user guide (<http://www.health.state.mn.us/divs/idepc/immunize/registry/hp/traincompatview.html>).
2. Log in to MIIC.
 - a. All of the login elements are case-sensitive and must be entered exactly as they were given to you.

LOGGING INTO MIIC – MIIC USER GUIDE

3. After you log in with your temporary password, change your password to something that you can remember. Temporary passwords should not be kept as your own.
4. Click on **change password** at the top of the screen to change your password.



5. Enter your new password, confirm it, and then click **save**.



6. The image below shows the home page you should arrive at as a typical user. The navigation menu is on the left-hand side. The main body of the page has announcements, upcoming events, and relevant resources.



- a. The blue bar across the top appears in every MIIC page. It allows you to return to this home page, change your password, log out, or get to the MIIC Help Desk information page.

Forgetting Your Password or Inactive Account

At some point, you may try to log in and get the message shown below:



If you forget an element of your login information, or if your account becomes inactive due to 60 days without use, contact your organization's MIIC administrator for help. If you are not sure who your MIIC administrator is, contact the MIIC Help Desk at health.miichelp@state.mn.us.

Minnesota Department of Health
Minnesota Immunization Information Connection
PO Box 64975, St. Paul, MN 55164-0975
651-201-5207
health.miichelp@state.mn.us



To obtain this information
in a different format, call:
651-201-5503.