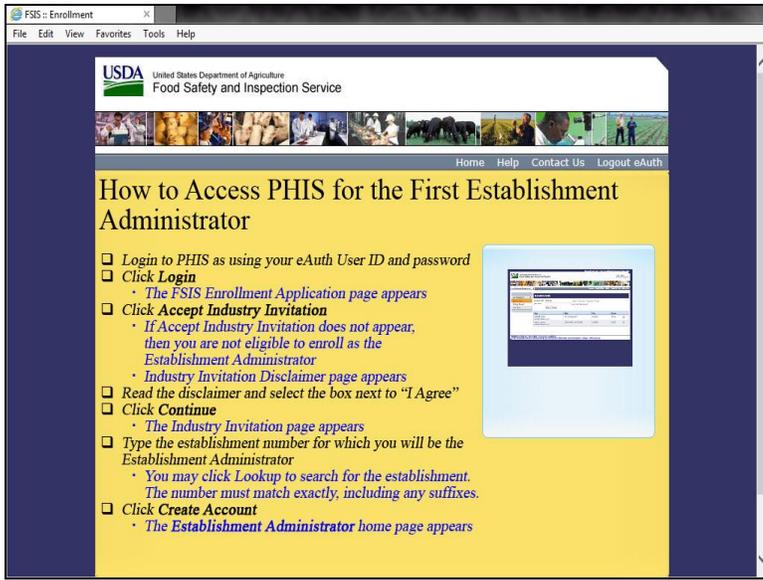
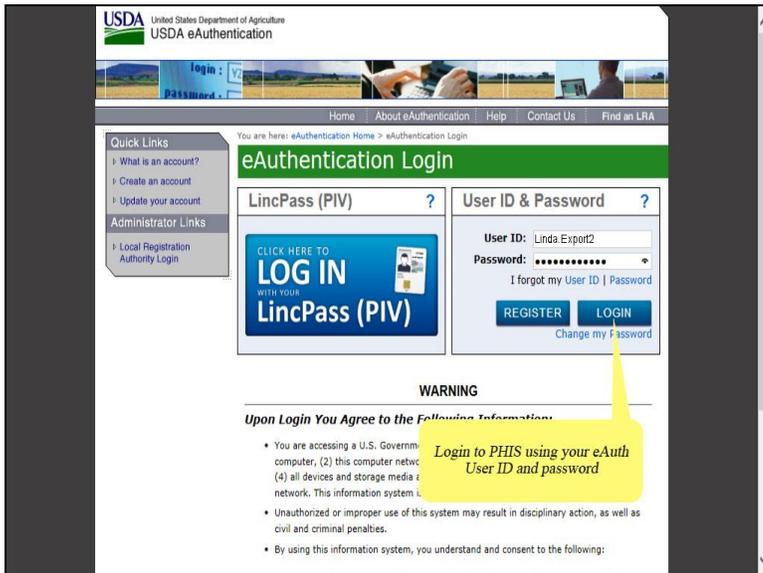


# Establishment Administrator

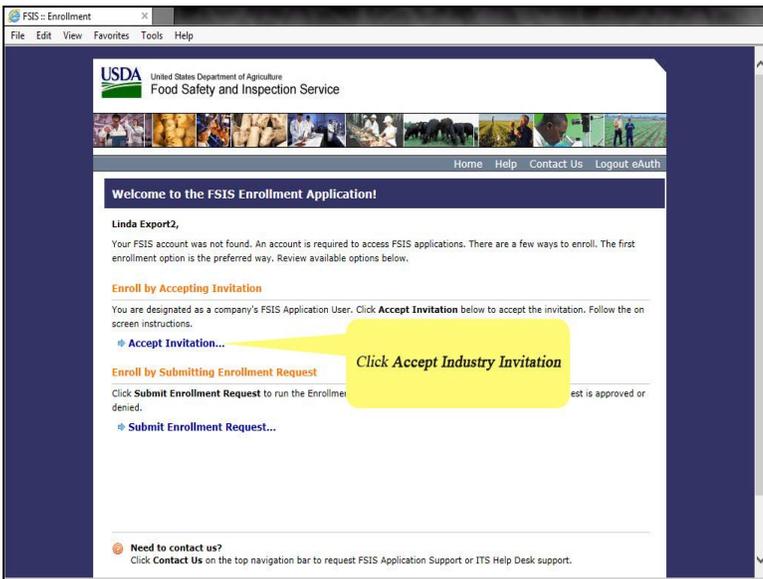
## How to Access PHIS for the First Establishment Administrator



Welcome to the Public Health Information System. In this demonstration, you will learn how to access PHIS for the First Establishment Administrator. I'll guide you through the steps of accomplishing this task.

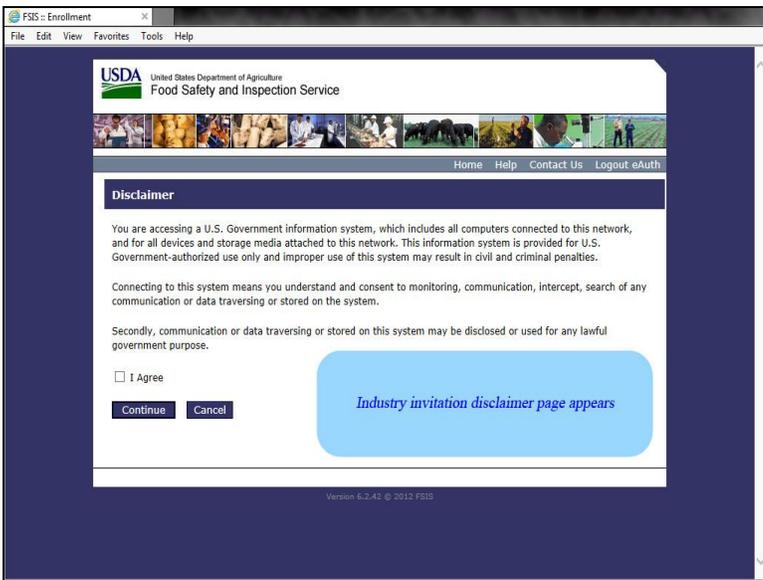


Login to PHIS using your eAuth User ID and password and then click the Login button.

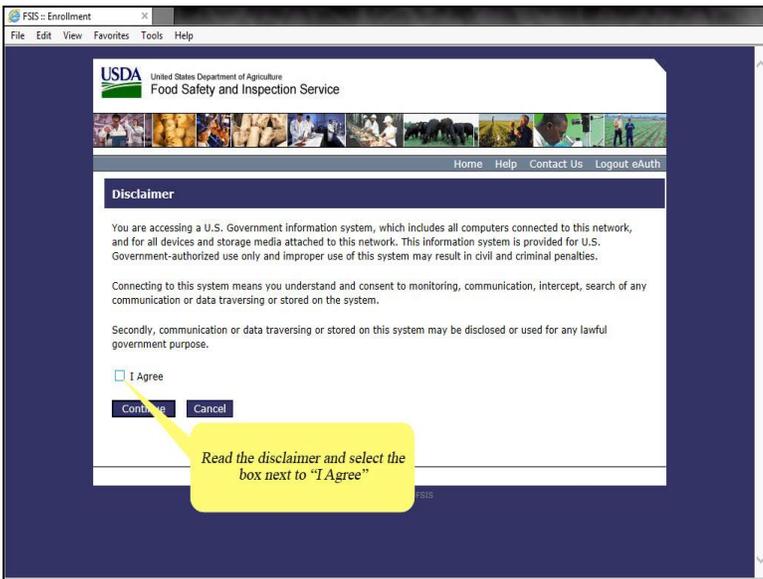


Click, Accept Industry Invitation.

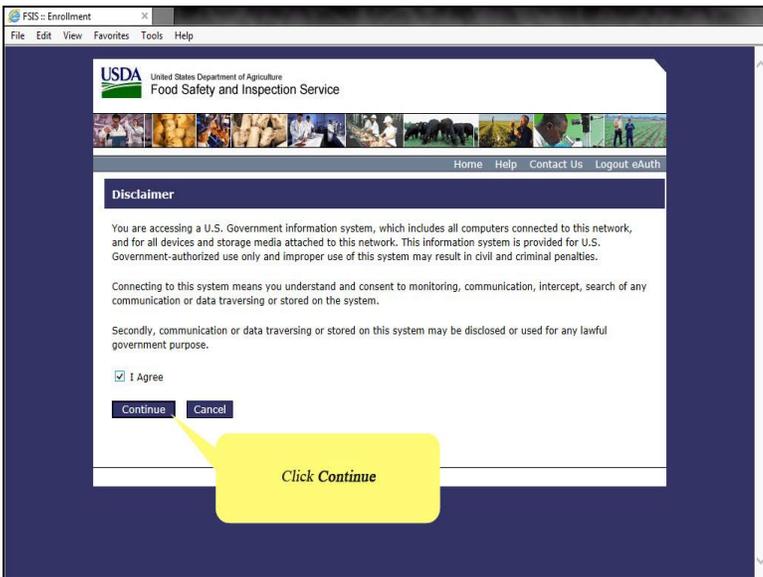
If Accept Industry Invitation does not appear, then you are not eligible to enroll as the Establishment Administrator.



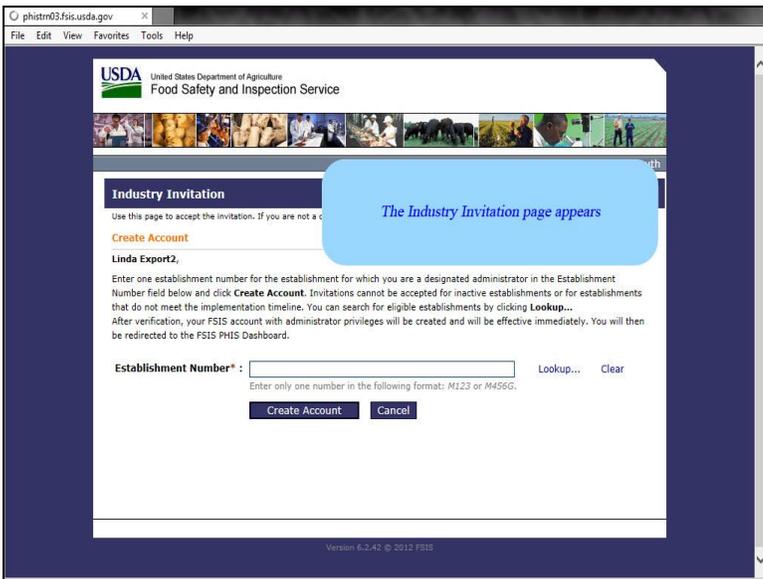
The Industry Invitation disclaimer page appears.



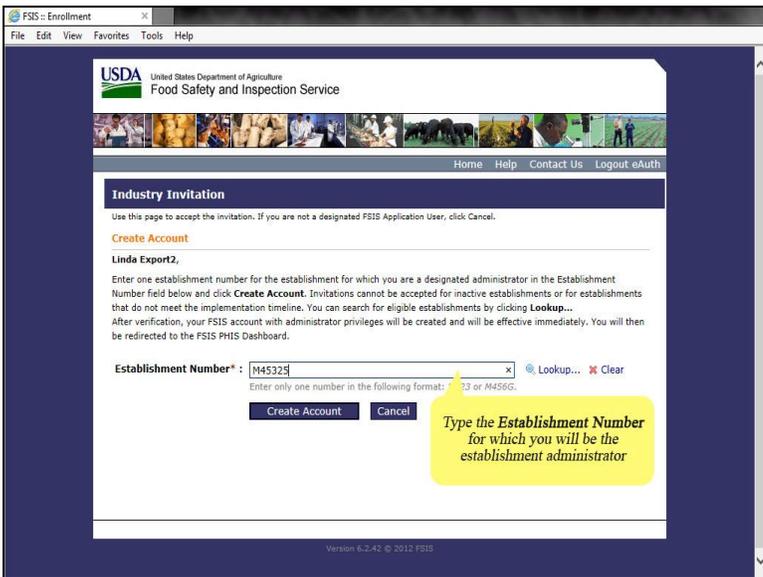
Read the disclaimer and select the box next to "I agree".



Click Continue.



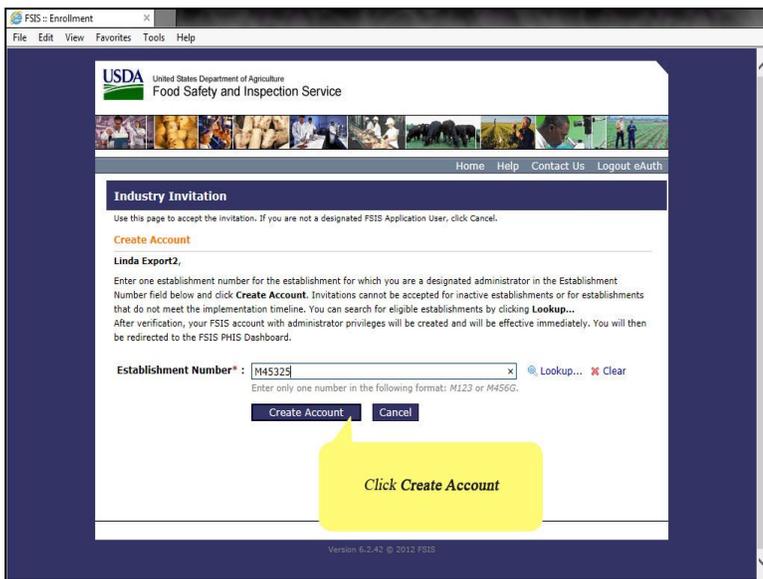
The Industry Invitation page appears.



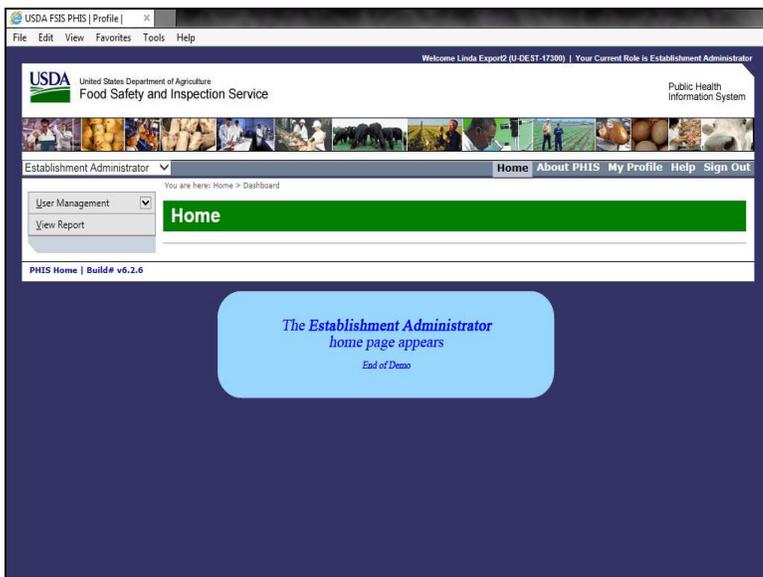
Type the establishment number for which you will be the establishment administrator.

You may click “Look up” for the establishment.

The number must match exactly, including any suffixes.



Click Create Account.



The Establishment Administrator home page appears.

This is the end of this exercise. You will now be returned to the introductory screen. Thanks for your interest in the Public Health Information System.