

Step 1: Reset Password

For security reasons, you will be required to claim your account to obtain your login ID. If you have never completed this process, please contact Rachel Wabeke rachel.wabeke@kadlec.org.

- Navigate to <https://access.providence.org>

Step 1a: Click on “Reset Your Password/Unlock Your Account”.

Step 1b: Enter your user ID and click blue “Forgot Password” button.

Step 1c: Select challenge questions and answers.

Step 1d: Choose a new password.

Providence Password Requirements:

- Minimum 8 characters
- The password must contain 3 out of 4 of the following:
 1. Lower case letters (a - z)
 2. Upper case letters (A - Z)
 3. Digits (0 - 9)
 4. Special characters (~!#\$%^&* _+=`|\(){}[];'"<>.,?/@)
- You cannot reuse previous passwords
- Proper names cannot be used

Click the blue “Submit” button.

Step 2: Log In to Healthstream

You will log in to Healthstream to complete your online safety education assignments using the same user ID and password you have just created.

- Navigate to <https://www.healthstream.com/hlc/phs>

Step 1a: Enter Login ID and password you created the click “Sign In”.

Step 1b: Once logged in, click continue to be taken to your “To Do” list.