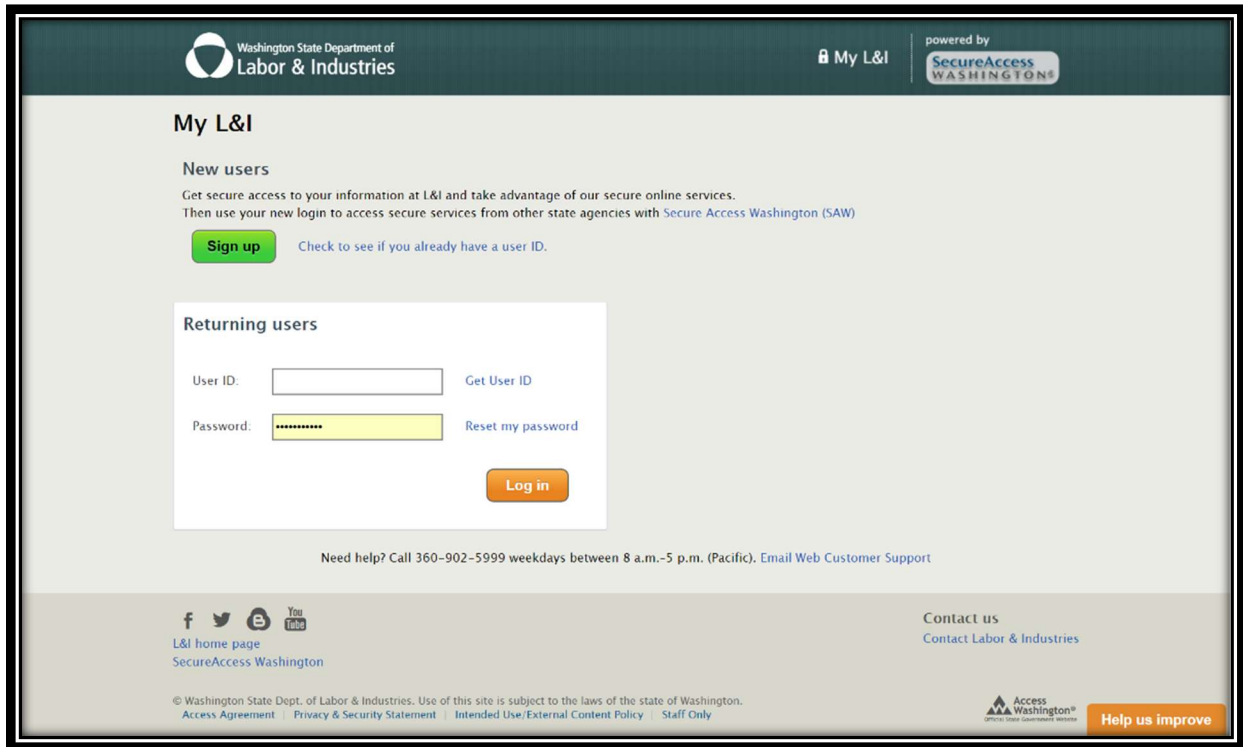


MY L&I Enrollment Instructions (Providers and/or Administrator or scheduling staff)

1. Go to My L&I at <https://secure.lni.wa.gov/home/>



2. You'll need to first Sign up and set login credentials to enter the system. You should see the following form, which you'll need to complete to create an account:

Sign up for My L&I
Enter your information

First Name * Last Name *

Email *

Contact Phone *
Format: XXX-XXX-XXXX

Contact info for security (optional)
Provide additional contact info to receive multi-factor authentication security codes and reduce the chance of losing access to your account.

Additional Email

Mobile Phone
Format: XXX-XXX-XXXX

Message and data rates may apply for mobile phones. A message will be sent only when you request it.

Create a user ID and password

User ID *

User IDs must be at least four characters long and may contain: -, ., !, @

Your password *

For your security, please enter a password with:

- At least 10 characters
- Including at least 3 of the following:
 - One uppercase letter
 - One lowercase letter
 - One number
 - One special character

Do not include your user ID.

Accept the Access Agreement
To create an account, initial and indicate you have read and accept the Access Agreement

Your Initials *

I have read and accept the Access Agreement

CANCEL CONTINUE

Washington State Dept. of Labor & Industries

powered by SecureAccess WA

L&I home page SecureAccess Washington

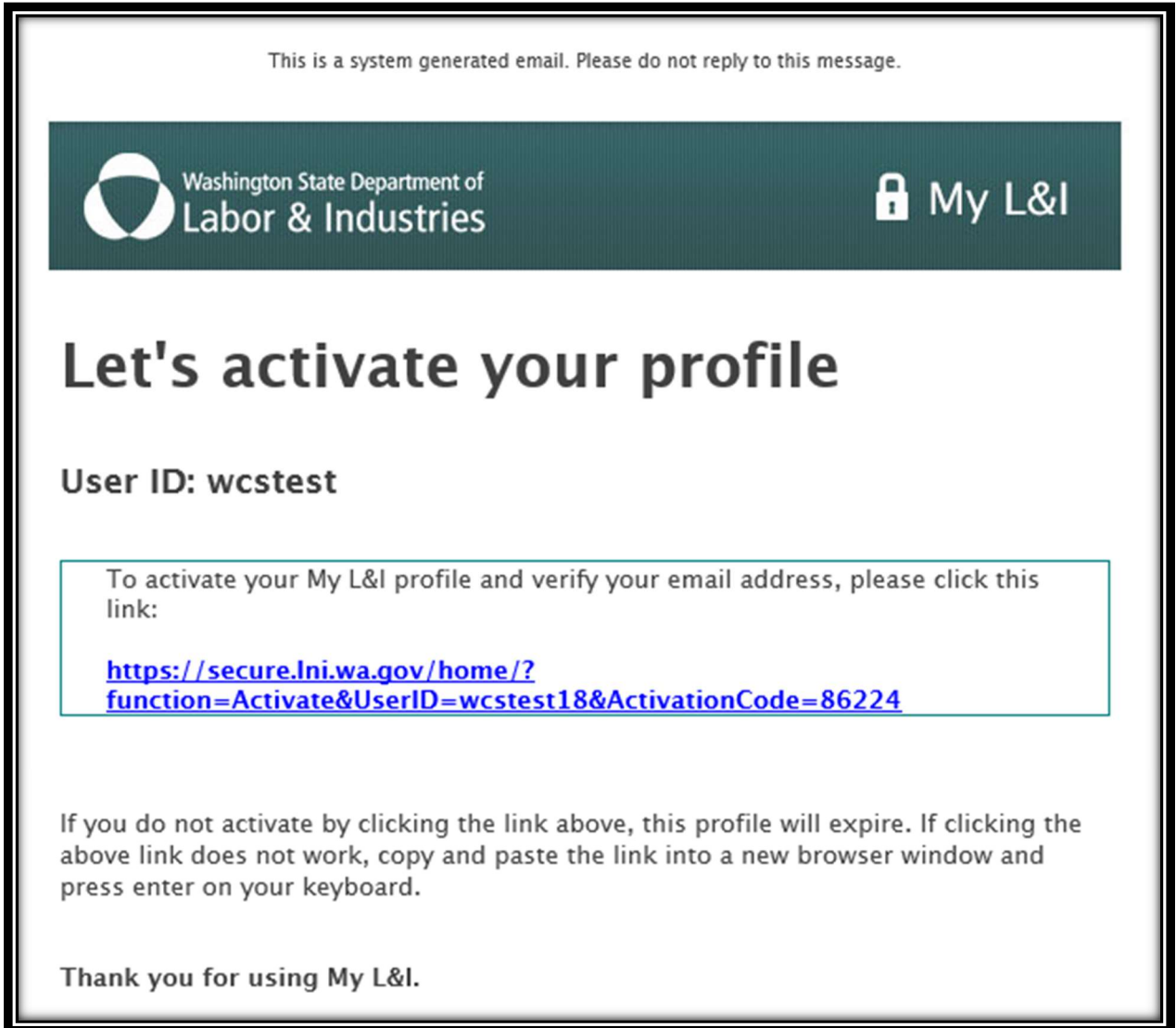
Contact us Contact Labor & Industries

© Washington State Dept. of Labor & Industries. Use of this area is subject to the terms of the State of Washington Access Agreement, Privacy & Security Statement, Unrelated and General Contact Policy, and Staff Only.

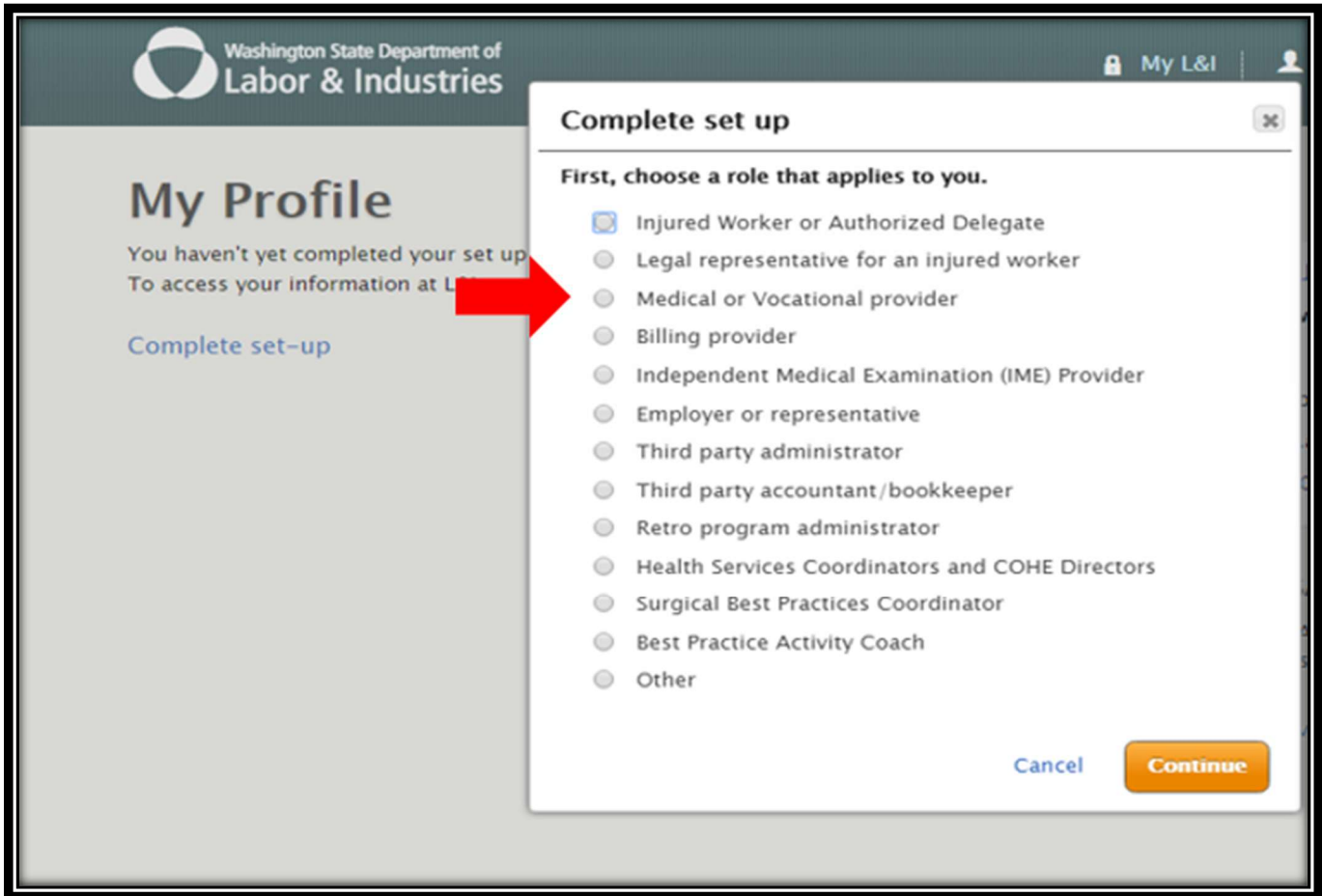
Access WA Washington

3. Once the Sign Up process has been completed, you'll need to check your email for the activation link that was sent to you – (Note: the system will not allow you to login until you activate the profile).

The activation email will look similar to this:



4. Select role (Medical or Vocational Providers) and click “Continue”.

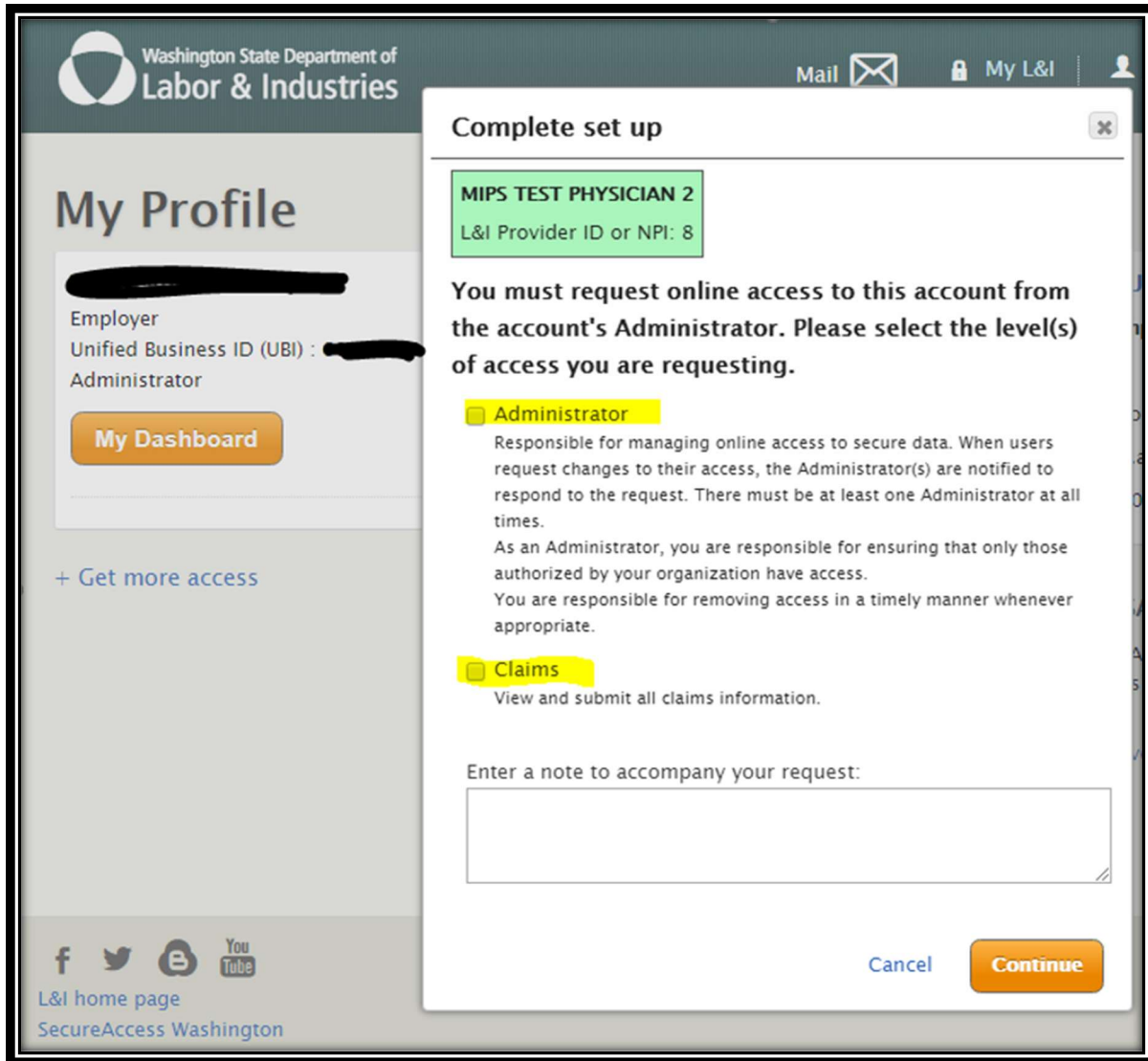


5. Enter your Provider ID (if individual provider) or your Organization's Provider ID and click "Continue".

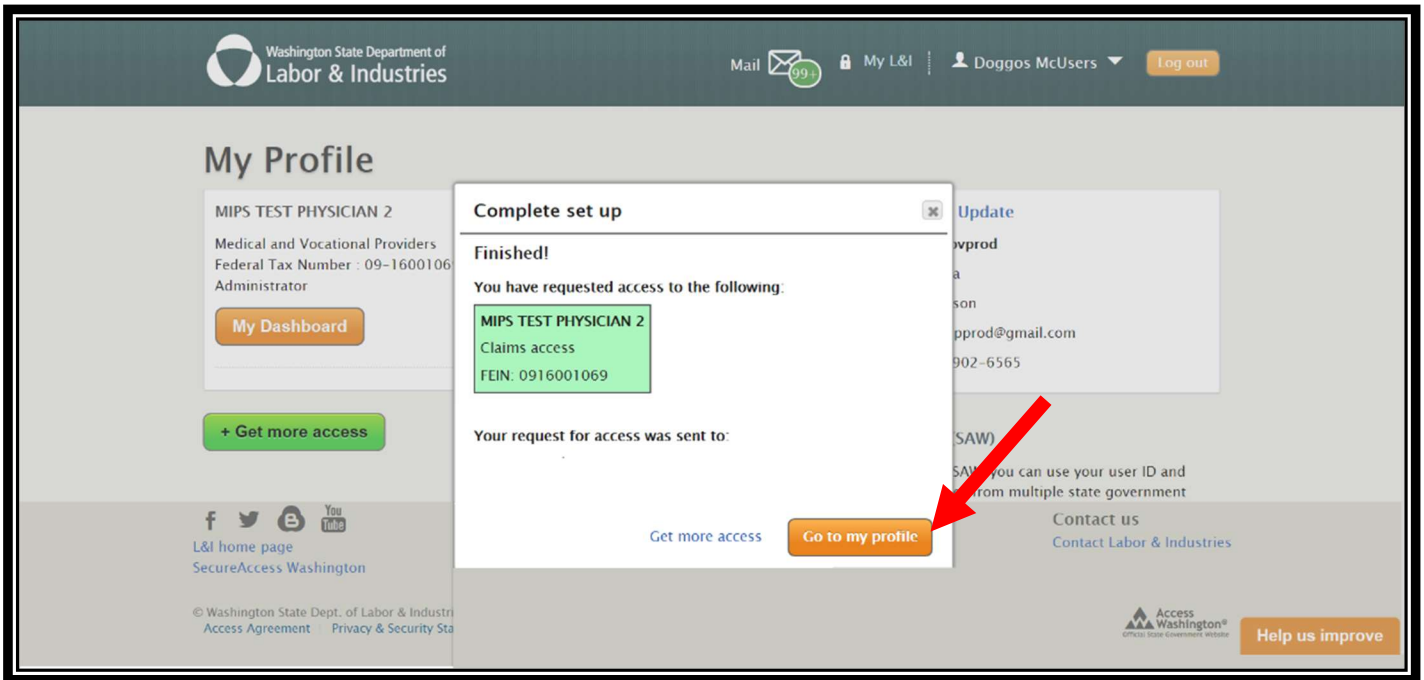
The screenshot shows the 'My Profile' page of the Washington State Department of Labor & Industries. A modal window titled 'Complete set up' is overlaid on the page. The modal contains the following text: 'Enter the following to gain access:', 'L&I Provider ID or NPI' followed by a text input field containing '1-10 numbers' (circled in red), and a red arrow pointing to the 'Continue' button. Below the input field are 'Back' and 'Continue' buttons. The modal also lists tasks that can be completed immediately: 'Take the Medical Examiners' handbook certification test' and 'Submit the provider and patient portions of the Report of Accident'. The background page shows the 'My Profile' section with a '+ Get more access' button and a 'Secure Access Washington (SAW)' section with links for 'Access my services from other government offices' and 'Cancel my SAW account'. The footer includes social media icons, contact information, and a 'Help us improve' button.

6. Select level of access (Administrator or *Claims) and click “Continue”.

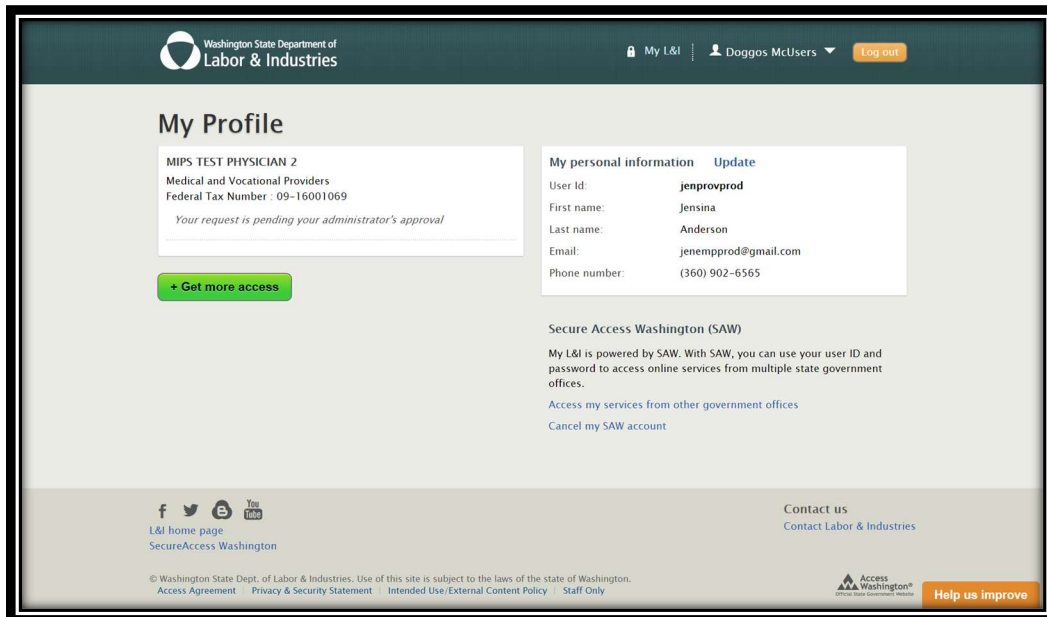
*All other interpreter services requestors (providers and/or scheduling staff) who will need access to the WordBridge system must select “Claims”.



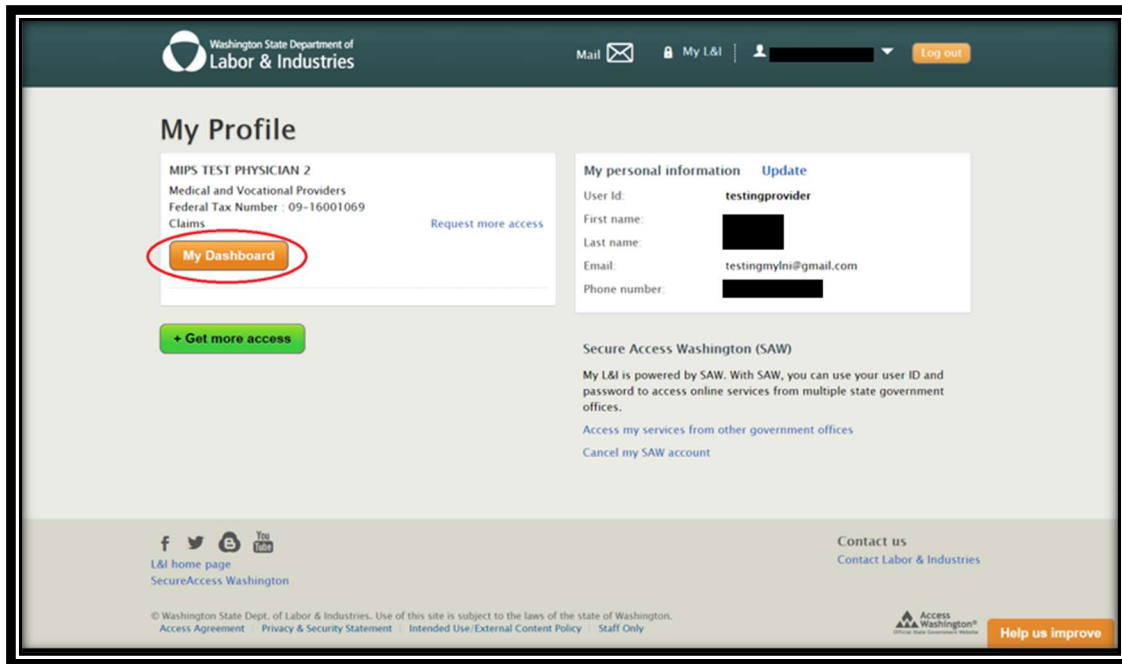
7. Click go to my profile orange button.



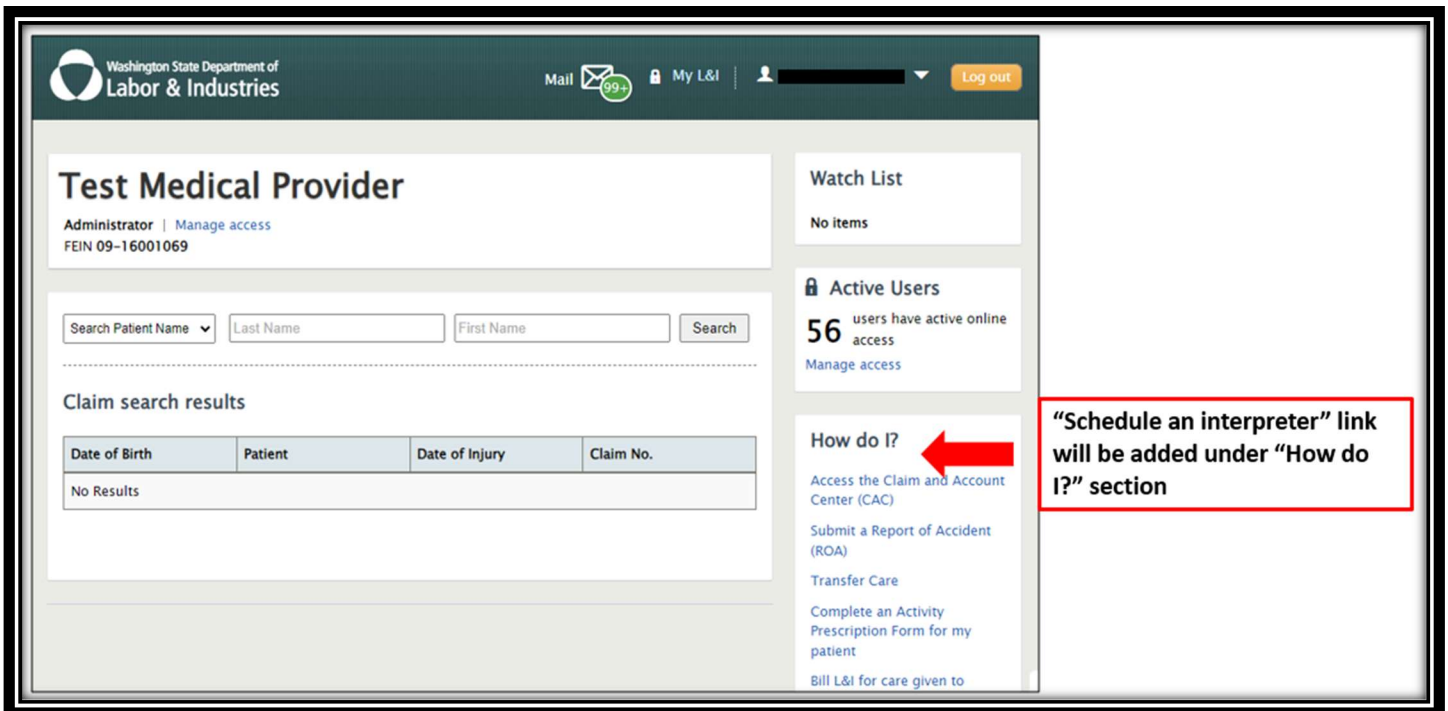
8. A new block will appear that shows you the pending access



- You must wait for your Administrator’s approval before you are given access to the Provider Dashboard. Once you have approval a new orange button will appear with “My Dashboard” on it. Click that and then you will see the Provider Dashboard and search for claims.



- Your dashboard will look like this



11. You may also access the link to the WordBridge system within the claim file

Washington State Department of Labor & Industries

Mail My L&I MyLNI Provider Log out

FERDINAND ECSTESTCLAIM9 [Back to search results](#)

[Remove from Watch List](#)

Claim details

Claim number	ZA00777	Injury date	04/02/17
View in Claim and Account Center (CAC)		View Reports of Accident	Search imaged documents
View claim file notes		Claim Manager	SHANNON STEKETEE Phone: 360-902-4205 Send a message
Claim status	Awaiting review	Next review	9/7/2021
Claim type	Not yet determined		
Received at L&I	04/02/2017		

[Schedule an interpreter for an appointment with this patient](#)

Worker details

Date of birth	02/02/72	Attorney	N/A
Attending doctor	MIPS TEST PHYSICIAN 2 Phone: 360-902-6586 Transfer care	Employer	MY L&I TEST ACCOUNTS 360-902-6623

Watch List

- H010101 CACTEST, DUDE
- ZA00777 ECSTESTCLAIM9, FERDINAND

Active Users

272 users have active online access

New request for access

How do I?

- [Access the Claim and Account Center \(CAC\)](#)
- [Submit a Report of Accident \(ROA\)](#)
- [Transfer Care](#)