

## **Trouble-Shooting Tips for eScreen**

## If you are not able to access your account:

• If you have accessed the account previously, but do not remember your User ID or Password

## Or

- If you have not used the account in 90 days or more
  - o Contact WorkFit Medical
    - Aileen Freeman 585-500-4561

## If you are not receiving E-mail Notifications:

- Log into your MyeScreen account
- click on "User Settings" (on the left hand side, second to the bottom)
- Click on the "Notifications" tab
  - o Select MyeScreen.com
  - o Select Drug Test Results
  - o Agree and consent to receive electronic notifications
  - o Click on "Resend Validation Email"
  - o Click on "Save" at the top of the screen, on the right.