

**Remote Access Using
The New York Eye & Ear Infirmary of Mount Sinai
Secure Web VPN**

OVERVIEW

The New York Eye & Ear Infirmary of Mount Sinai Remote Access (VPN) home page allows remote access to the Infirmary's internal network, providing access to a user's network files, email, and the Meditech HIS while providing the overall experience of being at an Infirmary PC on campus.

REQUIREMENTS

All user PCs are required to meet the following criteria:

- 1) One of the following operating systems:
 - Microsoft Windows 8
 - Microsoft Windows 7
 - Microsoft Windows Vista
 - Microsoft Windows XP Service Pack 3
 - Microsoft Windows XP Service Pack 2
 - Microsoft Windows XP Service Pack 1
 - Microsoft Windows XP (no service pack)

- 2) An anti-virus program installed as well as up to date signatures.

Below is a list of supported anti-virus programs:

- McAfee Antivirus
 - Norton Antivirus
 - Panda Antivirus
 - F-Secure Antivirus
 - e-Trust Antivirus
 - AVG Antivirus
 - Avast Antivirus
- 3) Administrative access to the PC (you must have the ability to install and configure programs on the machine)

If these requirements are not met, the software will not download to your computer

BROWSER REQUIREMENTS

The following browsers are currently supported:

- Internet Explorer 7 or higher

SETTING PRE-REQUISITES

- If using Internet Explorer, Active X must be installed on the machine

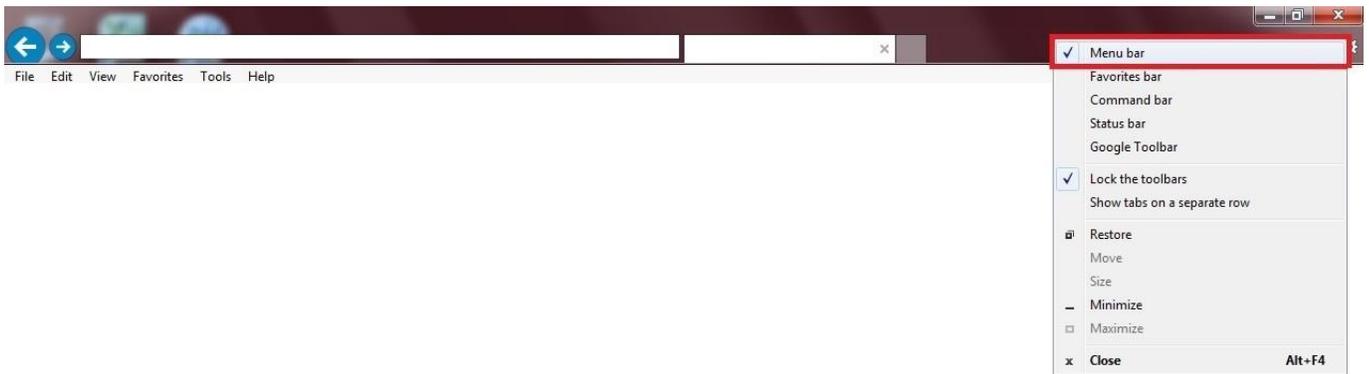
The following Internet Explorer setting modifications need to be performed for proper download of the software

In Internet Explorer 6 or higher,

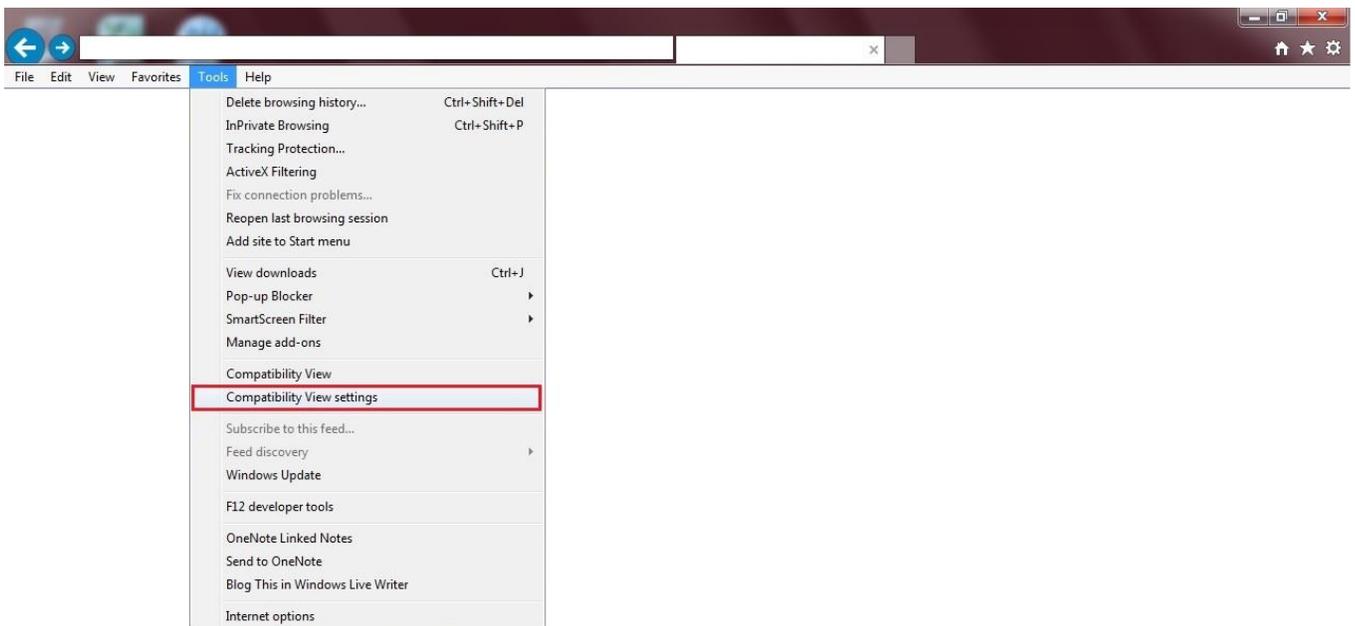
- 1) Right click on the blank area where the red star is shown below (please note there will not actually be a red star in your browser)



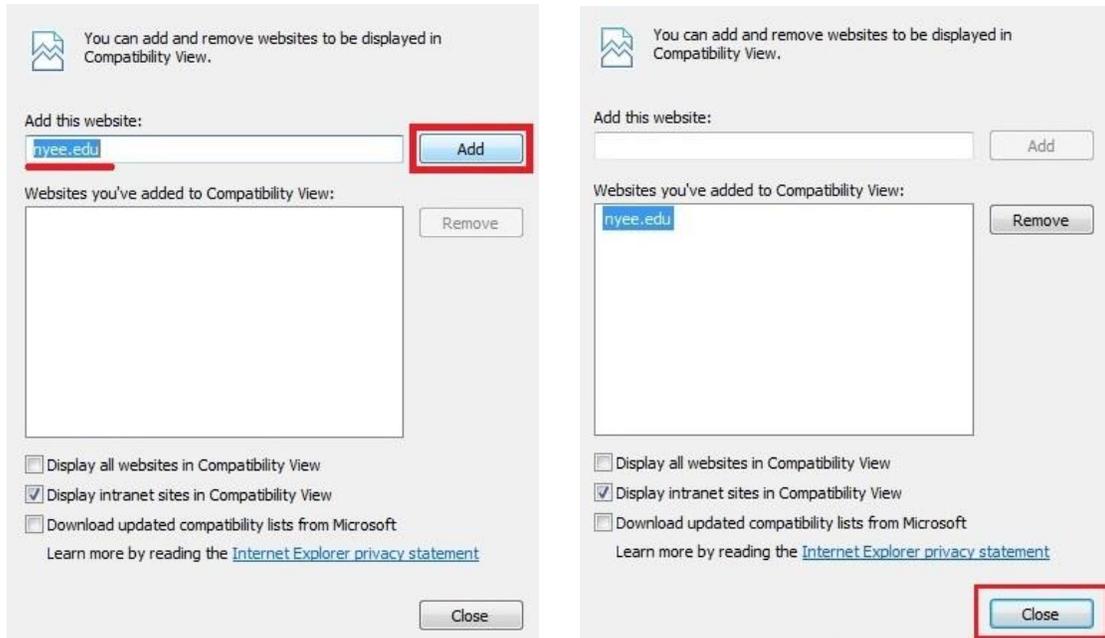
- 2) Make sure “Menu Bar” option is checked “ON”



- 3) Go to “Tools”, then select “Compatibility View settings”



- 4) In Compatibility View Settings, make sure to add “nyee.edu” to “Websites you’ve added to Compatibility View”. After the site is added, you can close the window by pressing the “Close” button



REMOTE ACCESS

After the above settings have been configured, you may access the VPN site by typing <https://webvpn.nyee.edu> into your browser. All software that is needed to access the VPN site will be downloaded from the site.

Current Infirmary News

- Update on Ebola for all Mount Sinai Health System Faculty and Staff
- HealthFirst Mount Sinai Select Info
- Nurses/Security Staff: View the Med Sled Evacuation Training Video
- Employee of the Month: Olga Whyte and Manager of the Quarter: Patricia Tischler, RN!
- IMPORTANT NEWS FROM MEDICAL RECORDS: Approved and Prohibited Abbreviations and Symbols
- Union Square News: What's New in the Neighborhood | Union Square District Deals
- FOR NURSES:** Nursing Coverage Plan MMF (My Medical File) Access Nursing Resources NDQI RN Survey May 5th thru May 25th **New!**

Highlights

- What's New @ NYEE?
- The Joint Commission - E-dition - Hospital Compliance Assessment Checklist **NEW!**
- P&T Newsletter **NEW!**
- Dell Computer Discount
- Mount Sinai Intranet
- Mount Sinai Nurses Blog
- BU/SIR Intranet
- Policy Manager
- Communication Assistance for: Limited English Proficient (LEP) and Deaf or Hearing Impaired
- Sinai Central
- PEAK Training

Download Zone

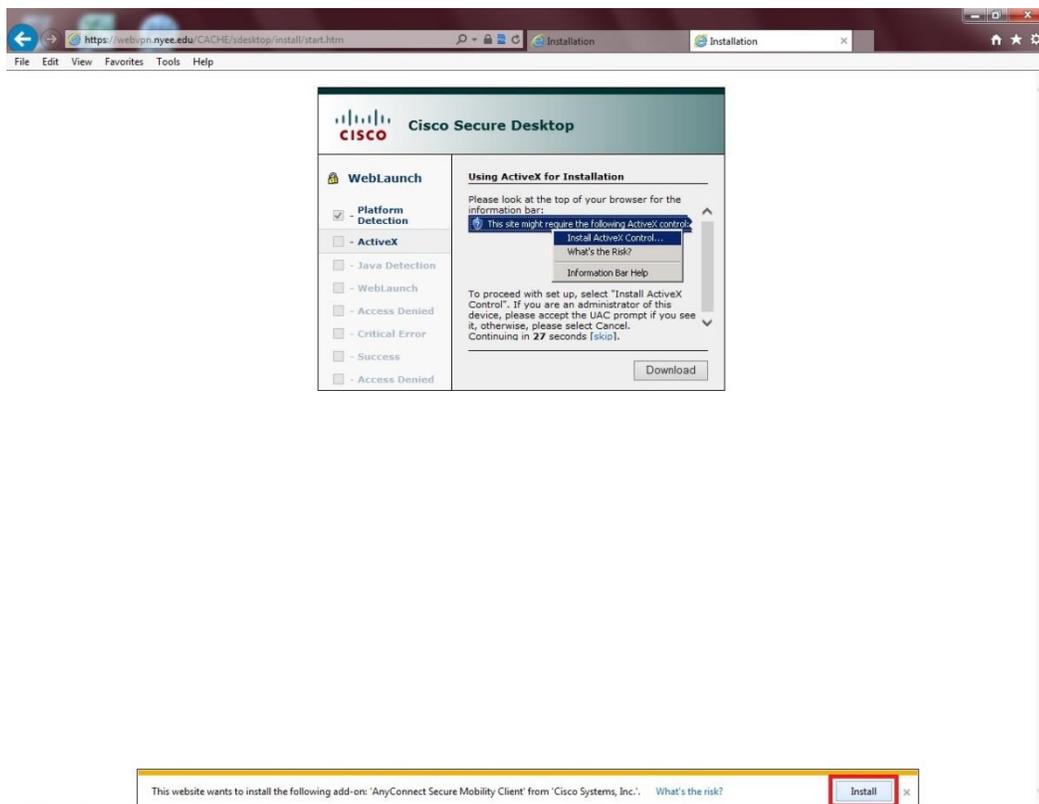
- Blood/Body Fluids Exposure Checklist
- IS Access Application
- Mount Sinai Brand Center
- More Forms
- Medication Error Reporting Form & Policy
- ADR Reporting Form
- MedWatch Adverse Event Reporting Form

Employee Portal

NYEE Safety Hotline: x 4413
Continuum Prepares Hotline: 1-877-518-1878

Official NYEE Website | Job Openings | Outlook Web Access (E-mail)

Cisco Secure Desktop is checking your PC for compatibility; ActiveX will prompt to install “AnyConnect Secure Mobility Client” as can be seen from image below click “Install”

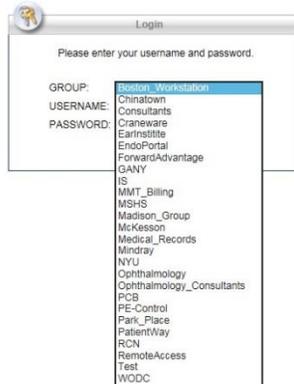


Once “AnyConnect Secure Mobility Client” is installed, your system should be validated.

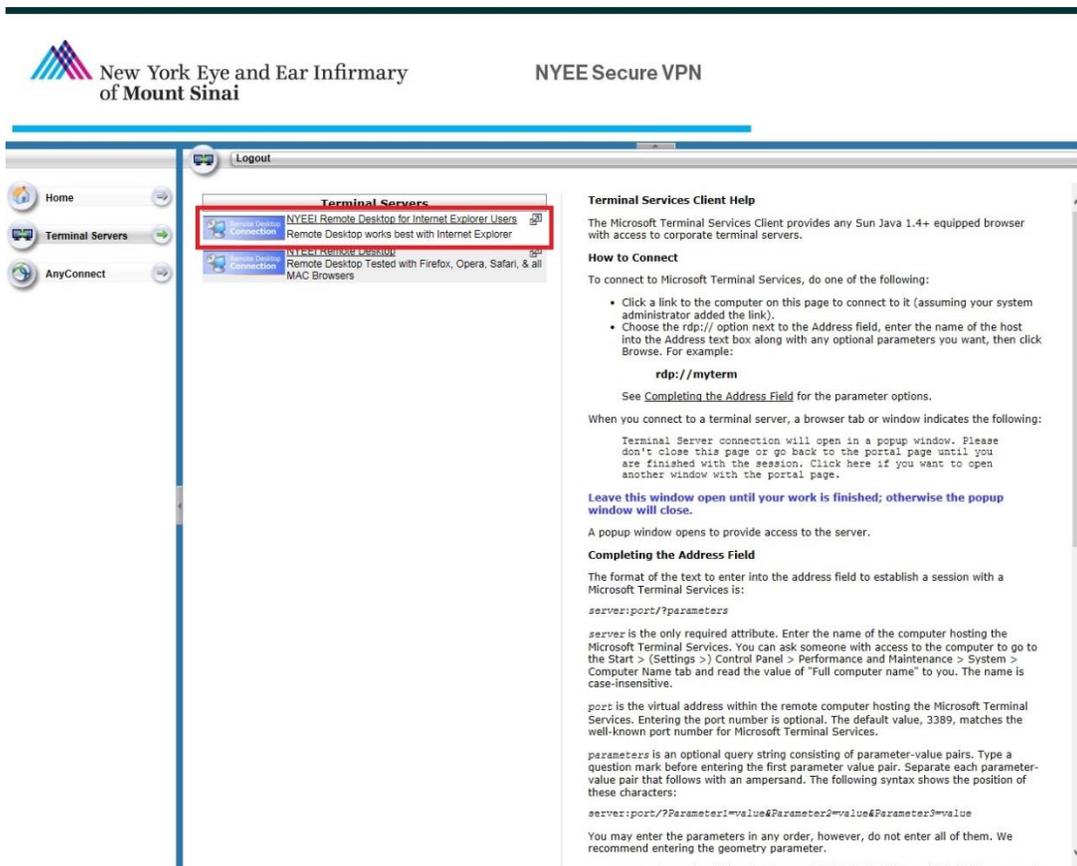


(Please note: Success. Reloading. Please wait.. (It can take up an minute before you get to the login screen))

Enter your VPN username, password & select the proper group that you belong to.
Select the "OK" button when finished.



The NYEEI VPN Website will load. Select "Terminal Servers" from the options on the left of the screen. There are two links presented here. The first link is for Internet Explorer users. The second link is for users of other browsers. Please select the appropriate link for your browser.



If you are using Internet Explorer, you may see a warning before a connection is made to the remote computer. Please click on the “Connect” button at the bottom of the box.

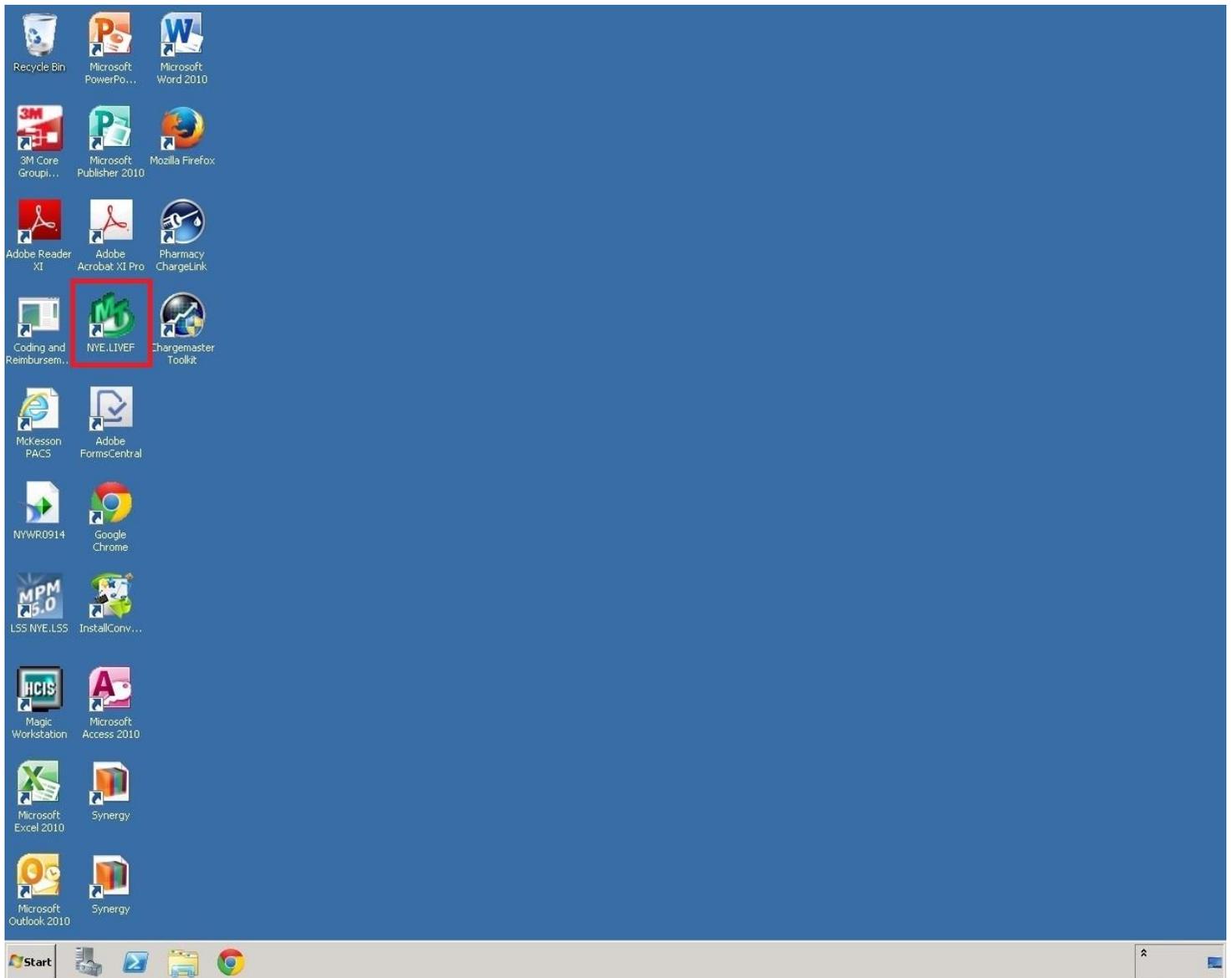


A new window will open displaying a Windows 2008 R2 login screen prompting for you for your NYEEI username & password. This is the username & password that you would use to access the network including Email, Meditech 6.0. etc..

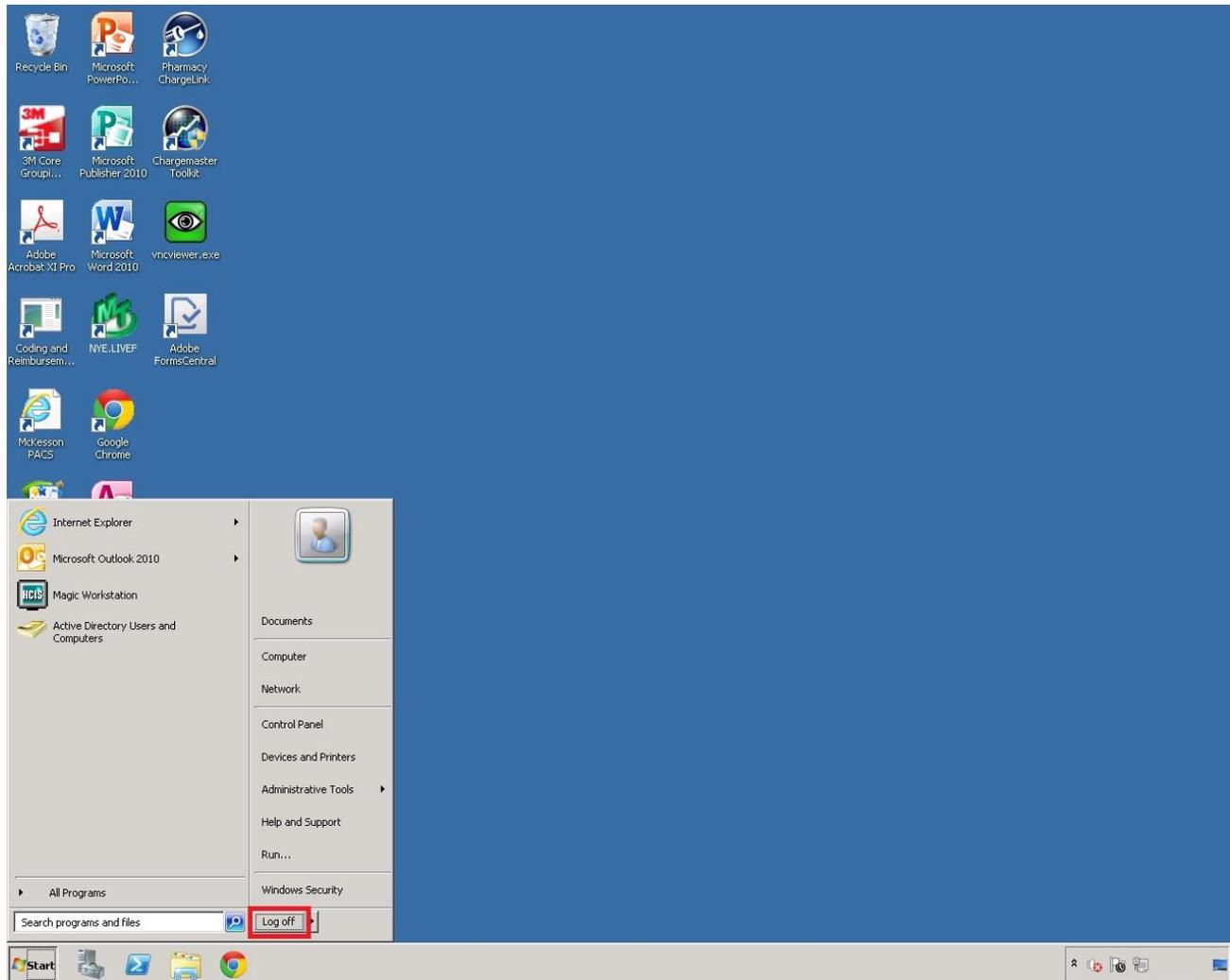


The remote desktop supplies users with a familiar Windows based environment, giving you access to Meditech, the Microsoft Office suite of applications, and Internet Explorer. Clicking on “My Computer” will also give you access to your “X” & “Y” drives if applicable.

In order to access Meditech 6.0 EMR system, double click
on the **NYE.LIVEF** icon as shown below



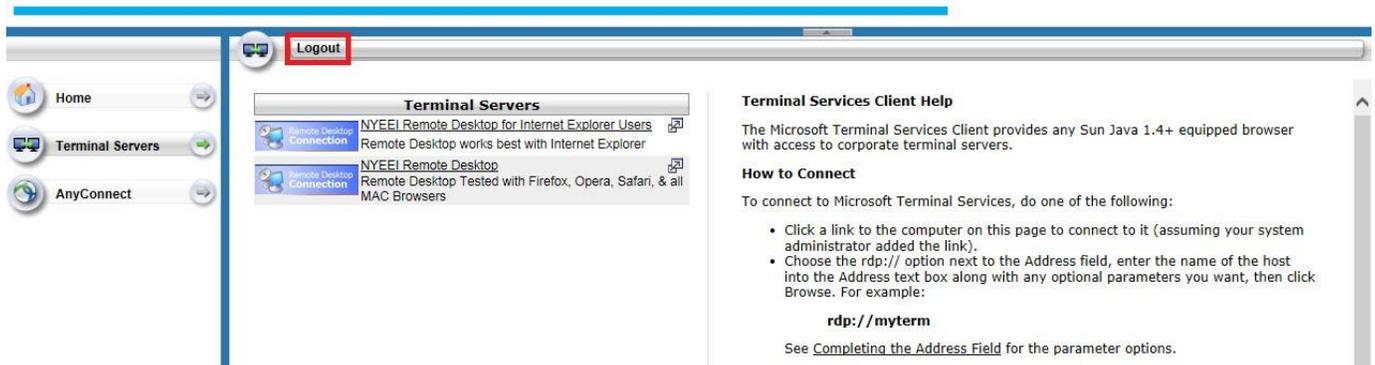
To exit the remote desktop, select the “Start” button and “Log Off...” menu options.



Logging out will bring you back to the Terminal Services Launch screen. Here you can logout of the VPN session by clicking on “Logout” or simply by closing the browser.



NYEE Secure VPN



If you have any questions or problems with Remote Access, please contact the NYEE Help Desk at 212-979-4273