

PEAK - INITIAL ACCOUNT ACTIVATION INSTRUCTION FOR EMPLOYEES

If you have NOT log on to PEAK before, please follow the account activation steps listed below to access PEAK.

Step 1 - Activate your Account

To activate your account you must go to Sinai Central. To access Sinai Central click on <http://sinaicentral.mountsinai.org>

To complete the activation, you will need to:

- Click on Activate your Account button
 - Enter the organization affiliation (MS/BI/SLR/NYEE), social security number, and date of birth
- Please NOTE: It may take 1 hour for the account to be fully activated.**

The image shows two screenshots from the Sinai Central website. The top screenshot is the login page titled "Log into Your Sinai Central Account". It has fields for Username, Password, and a "Forgot your password?" link. There is a "Choose your Login Network" dropdown and a "Remember me" checkbox. A blue button labeled "Log Into Sinai Central" is at the bottom left. On the right, a blue banner says "New to Sinai Central?" with a red box around the "Activate your Account" link. A callout box points to this link with the text "Click on Activate your Account".

The bottom screenshot is the "New User Registration" page. It features the Mount Sinai logo and the text "Hospital / Icahn School of Medicine / Faculty Practice Doctors / Queens". There is a "Back to Login Page" button. The registration form includes: "Login network:" dropdown, "Social Security Number:" three input boxes, "Date of Birth:" three dropdown menus (Month, Day, Year), and a blue "Retrieve Account" button. Callout boxes point to these fields with instructions: "Enter Affiliation: MS/BI/SLR/NYEE", "Enter Social Security Number", "Enter Birth Date", and "Click on Retrieve Account".

You will be prompted to enter your Active Directory (AD) account information (this is your network account and password.) For example: Username: *bsmith* | Password: *******

Please be reminded it may take 1 hour for your account to be fully activated.

Step 2 - Access PEAK

Click on <http://peak.mountsinai.org> to access PEAK

Enter username and password (Active Directory (AD) account information) – The user name and password you use to sign into e-mail, FOD or teletracking.

If PEAK password needs to be reset, please contact the Help Desk.



The image shows the "Mount Sinai Single Sign On" page. It has a header with the Mount Sinai logo and the text "Mount Sinai Single Sign On". Below the header, it says "Type your user name and password." and has two input fields: "User name:" and "Password:". A blue button labeled "Sign In" is at the bottom right. There is also a link that says "Click here to reset your password Online Help". Callout boxes point to the input fields with instructions: "Enter User name", "Enter Password", and "Click on Sign In".