SHARP Healthcare Job Aid: Doximity Initial Configuration

Doximity Access

1. Login to the Doximity website at <u>www.doximity.com</u> by entering your *First Name*, *Last Name*, and clicking **Find my profile**.

Last Name	Find my profile

Create your Doximity Profile

- 2. Complete all ***required** fields and click **Next**. Required fields include:
 - ✓ First Name
 - ✓ Last Name
 - ✓ Occupation
 - ✓ Specialty
 - ✓ Office Street Address
 - ✓ Office Zip Code
 - ✓ City will default

Create your Doximity Profile

Please complete all applicable fields to continue.

First Name	Last Name	2	
Occupation 🗘	Specialty		*
)ffice address & contact r	numbers		
Street Address		Suite	
Zip Code			*
Office Phone	Ext		
Office Fax			
	Next		

Verify your Identity (Part1)

- 3. Enter your **Date of Birth** using the specified dropdowns.
- 4. Enter your HOME zip code in the **Home ZIP** field.
- 5. Click Submit.





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Verify your Identity (Part 2)

6. Answer the three (3) identity verification questions to verify your identity and click **Finish Verification**.

/hich number goes with your address on ○ 19850	ST?	Finish Verification
673		
3003		
None of the above		
hich number goes with your address on) 42477	ST?	
) 12129		
13841		
None of the above		
uring 1995, in which State did you live?		
CALIFORNIA		
VIRGINIA		
None of the above		

Finish Profile

7. Enter your **SHARP** email and create a **Password**.

NOTE: You should use your Sharp email ONLY and passwords should be a minimum of eight (8) characters, including numbers and letters.

8. Click Complete Registration.

⊘ Confirm	⊘ Verify	⊘ Complete
You're almost done	1	
You must use a professional verification process.	medical email address in order to register. Th	his will help to expedite the
•ex: name@hospital.edu	[Complete Registration
Password	SHOW	Keep me signed in on this device

Additional Set-up (Optional)

Users can add a profile picture and personal work experience, along with connecting to other providers. These can be skipped by clicking the **Skip** and **Next** options.

