Where were changes made in the 3/20/2024 version?

1. A [section](#) was updated on how to login using your Login.gov account.

Where were changes made in the 6/3/2021 version?

1. A section was added on how to check your eAuthentication account. This will help users to know if they have a verified identity account which is needed for the majority of submissions.

Where were changes made in the 1/17/2020 version?

1. Updated for changes made to USDA eAuthentication.

Where were changes made in the 2/22/2018 version?

1. The section "Elevated access needed to submit to CVB" was added.

Logging In and IT Security Awareness Training

On the Portal Home Page you can Log In, as well as find features that will help you navigate the application.

Next: Logging In

Logging In and IT Security Awareness Training

Please note the following when logging in:

1. **If you had a verified identity USDA eAuth account prior to the implementation of Login.gov in July 2023,** you keep your original eAuth username, but you must link it to your new Login.gov account.
2. **If you had a non-verified identity USDA eAuth account prior to the implementation of Login.gov in July 2023,** you must create a Login.gov account where you will be assigned a username upon creation. Do not link your previous eAuth account to your new Login.gov account because the non-verified identity status will cause issues. After creation of your Login.gov account, you must verify your identify and submit a modified 2007 submission to have your username updated with the CVB.
3. **If you did not have a USDA eAuth account prior to the implementation of Login.gov,** you must create a Login.gov account where you will be assigned a username upon creation and verify your identify.

   NOTE: Login.gov usernames are long strings of numbers and letters approximately 30 characters long.

To login to the NCAH Portal, click on the "Log in" button on the home screen. Select Customer Login and login using your Login.gov credentials.

LOGIN.GOV

Sign in	Create an account

Sign in for existing users

Email address

Password

☐ Show password

Sign in

Sign in with your government employee ID

Forgot your password?

Security Practices and Privacy Act Statement ☐

Privacy Act Statement ☐

If you have created a Login.gov account and are seeing any error message when trying to login, you may need to:
   a. verify your identify
   b. clear your cache
   c. completely close your web browser before trying to login again

IT Security Awareness Training

USDA requires all users of USDA systems to take Security Awareness Training upon initial use of the system and annually thereafter.

If you haven't completed the IT Security Awareness Training, or if it has been more than 1 year since you last completed it, you will see the screen below. Open the Security Awareness Document, read the material and then click on the checkbox and Submit button.

Logging In and IT Security Awareness Training

Now you may use the NCAH Portal! Click on "Center for Veterinary Biologics (CVB)" in the Dashboard to see your options. What you are able to see and do depends on the role that has been assigned to you by your firm.
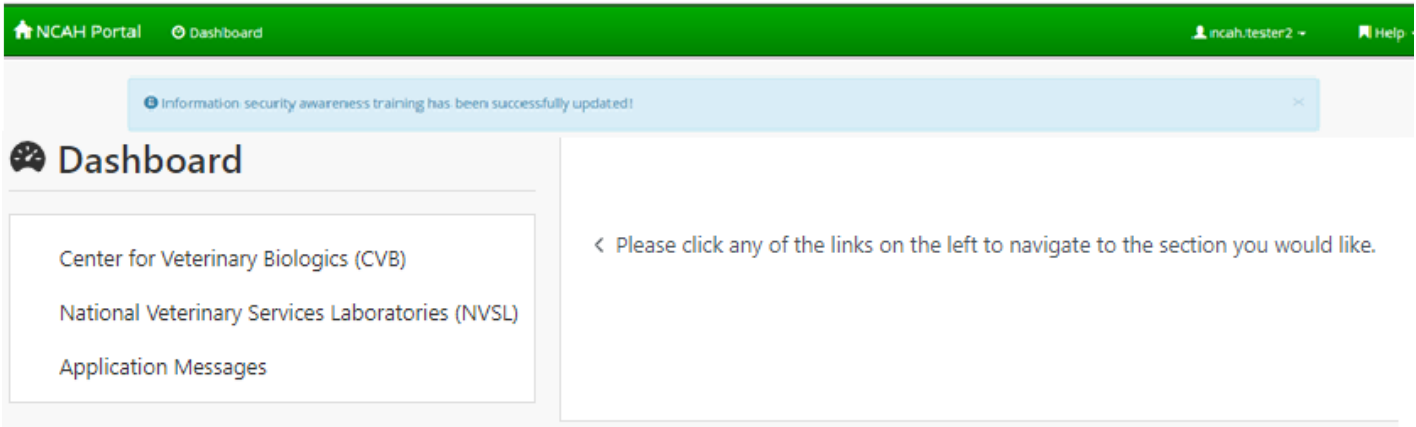

What if you see an "Elevated Access needed..." message

The Center for Veterinary Biologics (CVB) has multiple features in place to ensure the security of information transmitted via the NCAH Portal.

To access the CVB module users must:

1. **have a VERIFIED IDENTITY account** (a non-verified identity account will get you into the NCAH Portal and let you complete the IT Training, but you will get the message below when you try to access the CVB module) *NOTE: users with non-verified identity accounts can submit APHIS 2005s for Research & Evaluation or Transit Shipments Only*

2. **have their eAuthentication or Login.gov username entered into LSRTIS**

3. **be assigned to an active Establishment site in LSRTIS**

4. **have a role assigned to them in LSRTIS** (this role determines their access within the CVB module in the NCAH Portal)

If any of these conditions is not met, then the user will see the message "Elevated Access needed to submit to CVB" when they click on "Center for Veterinary Biologics (CVB)" in the Dashboard menu:
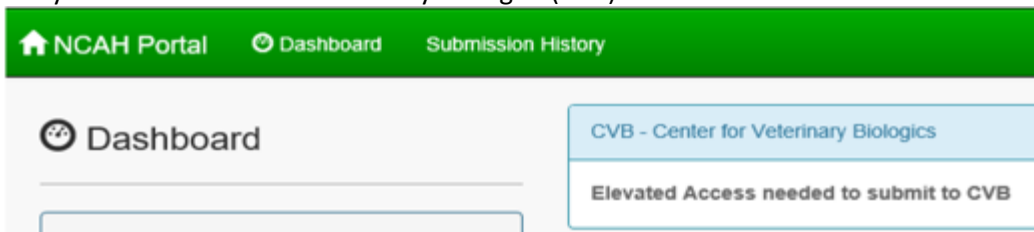
Logging In and IT Security Awareness Training

Completing IT Security Awareness Training at any time

If you want to complete the IT Security Awareness Training prior to when your one year is up to avoid having to do it before you can do other work in the NCAH Portal after your year, you can always update your training at any time.

Go to Account Details and then click on the 'Update' link in the top section of the page.
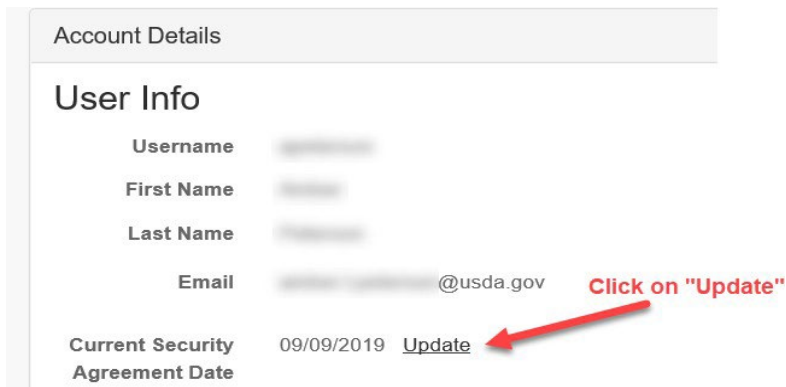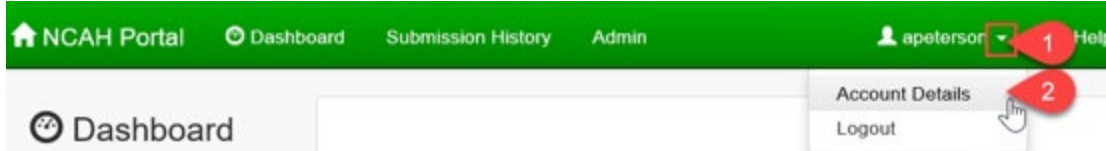
Open the Security Awareness Document (1) and read the material. When you have read and understood the document then click on the checkbox (2) and then click the Submit button (3).