

New www.WASAPISP.com Login Instructions

The new SAPISP system requires has enhanced security procedures that require you to create a Secure Access Washington (SAW) account to log in. Below are instructions for creating a SAW account, how to activate it, and how to log into www.WASAPISP.com

Create a Secure Access Washington (SAW) account

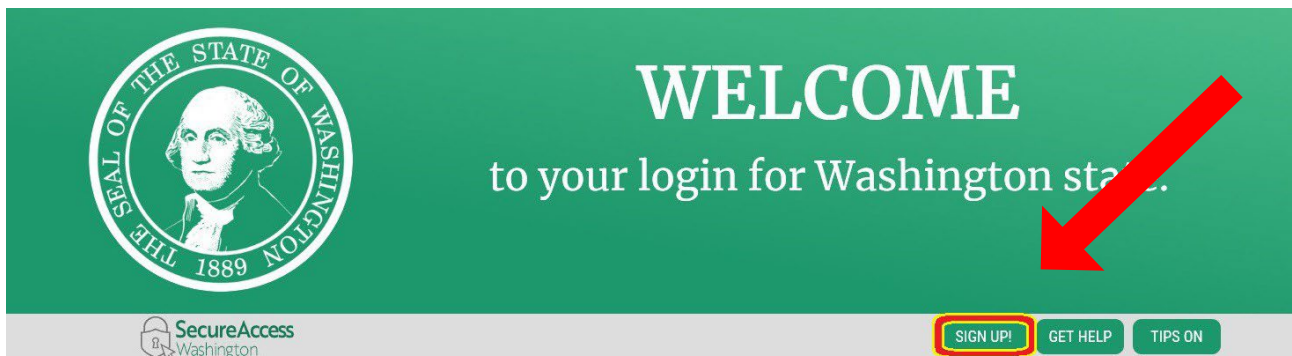
Important

You will use your SAW account for a high-security application; for this purpose SAW is an authentication tool designed to authenticate specific **users**, not businesses, offices, or groups. Do not attempt to set up a SAW account to be used as a “group” account. Your SAW account must be registered with your specific personal information and your email address. **Be sure to use your legal name and your legal address.** Attempting to allow others to use your SAW account in a high-security application is guaranteed to lock your account access frustrating you and the user.

New SAW User Login Instructions

Step 1: Get started at <https://secureaccess.wa.gov/>

Step 2: Select SIGN UP!



LOGIN

USERNAME

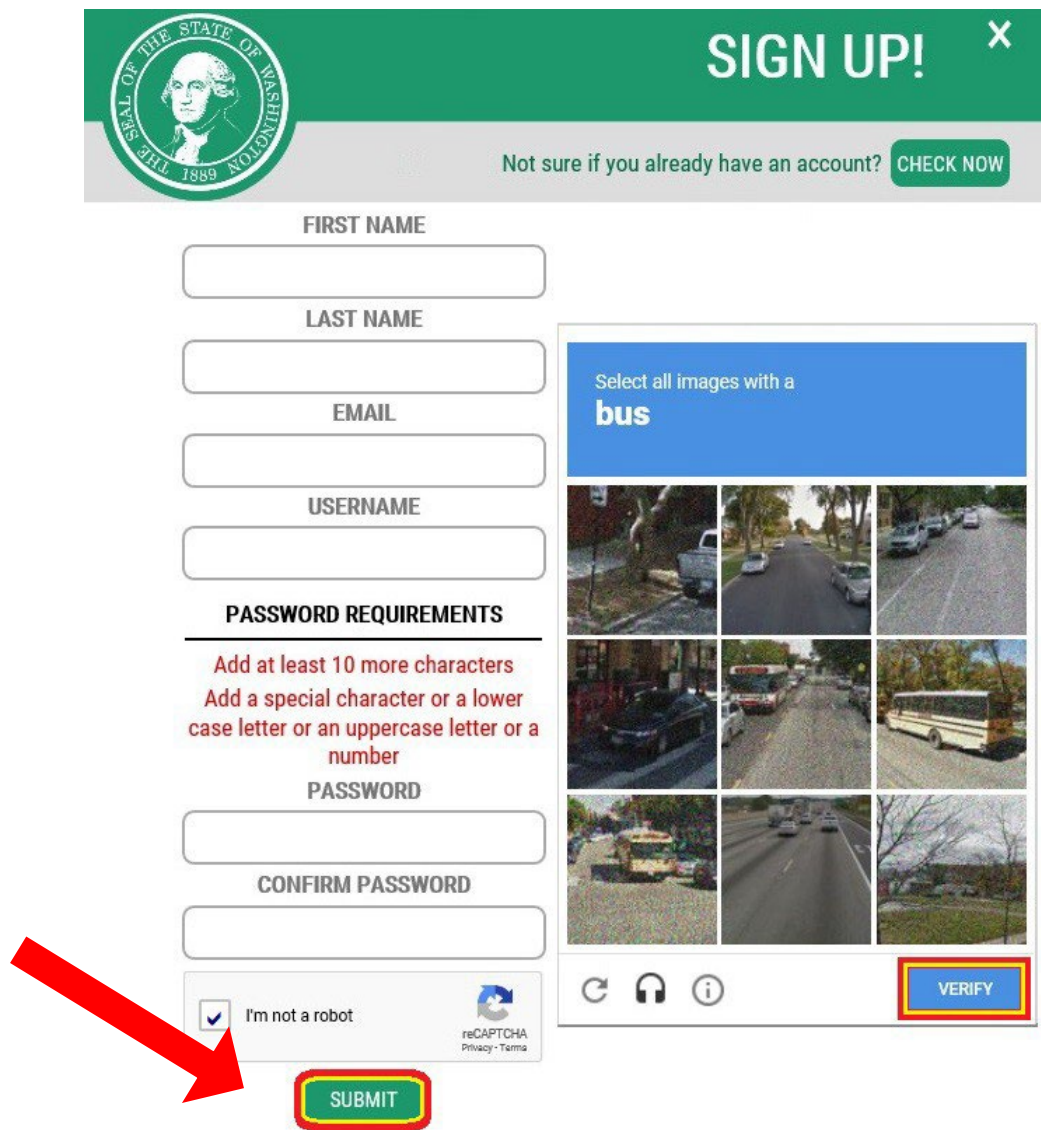
PASSWORD

[Forgot your username?](#) | [Forgot your password?](#)



Step 3: Enter your personal information, create a password and **select I'm not a robot**. Choose the verification images, **select VERIFY**, then **select SUBMIT**.

Note: Be sure to create a password that meets the specific parameters required by SAW: must be at least 10 characters, **must contain at least three of the following four types of characters:** uppercase letters, lowercase letters, numerals or special characters, and does not include your user ID or your full name.



The screenshot shows the 'SIGN UP!' form for the State of Washington. At the top left is the state seal. The form includes input fields for FIRST NAME, LAST NAME, EMAIL, USERNAME, and PASSWORD. The PASSWORD field has requirements: 'Add at least 10 more characters', 'Add a special character or a lower case letter or an uppercase letter or a number'. Below these is a CONFIRM PASSWORD field. A red arrow points to the 'I'm not a robot' checkbox, which is checked. To the right is a reCAPTCHA image grid with the instruction 'Select all images with a bus'. A 'VERIFY' button is at the bottom right of the grid. A 'SUBMIT' button is at the bottom center of the form.

SIGN UP! X

Not sure if you already have an account? [CHECK NOW](#)

FIRST NAME

LAST NAME

EMAIL

USERNAME

PASSWORD REQUIREMENTS

Add at least 10 more characters
Add a special character or a lower case letter or an uppercase letter or a number

PASSWORD

CONFIRM PASSWORD

☒ I'm not a robot

reCAPTCHA
Privacy - Terms

VERIFY

SUBMIT

Step 4: Check your email account to activate your new SAW account.



SIGN UP! X

Not sure if you already have an account? [CHECK NOW](#)

CHECK YOUR EMAIL

An activation link has been sent to your email. You must click the link to activate your account before you can login.

Step 5: Select the link in the email message: **To activate your account, please click.**



You are almost finished,

Thank you for signing up with Secure Access Washington.

Your username is:

To activate your account, please click: <https://secureaccess.wa.gov/public/saw/pub/regConfirm.do?s=64145&userId=>

For questions or concerns about your SecureAccess Washington account, please visit <https://secureaccess.wa.gov/public/saw/pub/help.do>

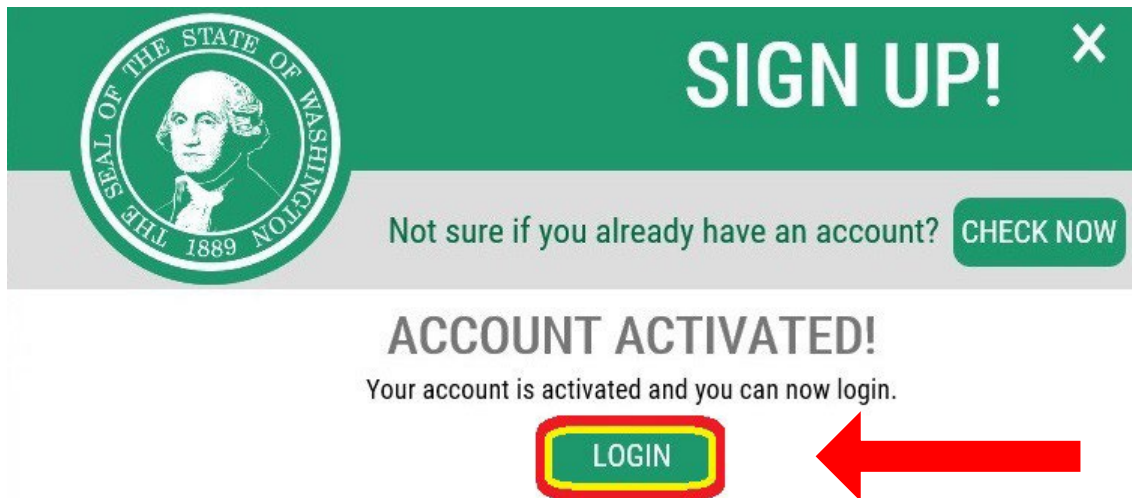
Thank you,
The Secure Access Washington Team

This is an automated message sent by SecureAccess Washington.

Login at <https://secureaccess.wa.gov>

If you require assistance, please leave us a note at <https://secureaccess.wa.gov/public/saw/pub/help.do>

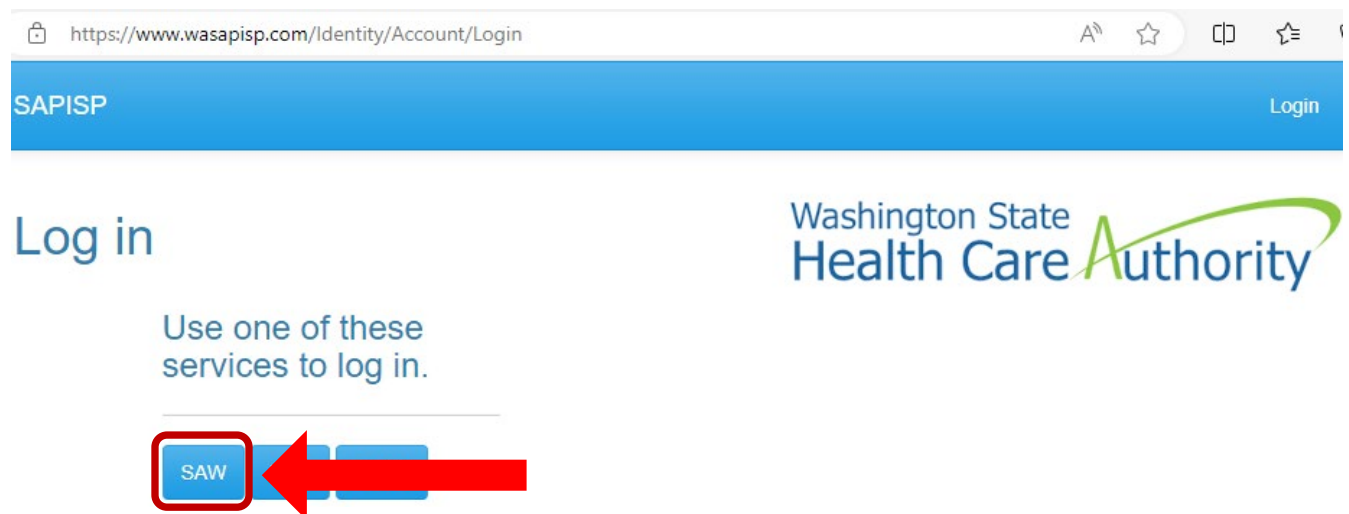
Step 6: Select LOGIN.



Log in to www.WASAPISP.com

Step 1: Go to www.WASAPISP.com and click Login

- Click on the SAW button and it will take you to the SAW website.



Step 2: Enter your SAW username and password.



Step 3: SAW will take you to a Multi-Factor Authentication page. Click on the email or text message options to receive a code. Enter the code and hit the Submit button. You can also select Yes, remember your device next.




Multi-Factor Authentication (MFA)


This service requires additional verification beyond username and password to prevent fraud and identity theft. You will need to enter a verification code.

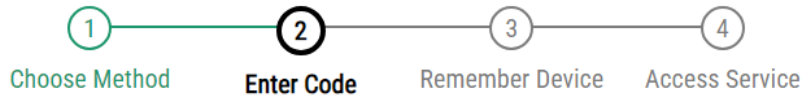
Choose Method

SAW Email

How would you like to receive your verification code?



	***son@comcast.net SAW Phone Number	enter it on the next screen.
	(***) ***-5401	Receive the code in a text message and enter it on the next screen.



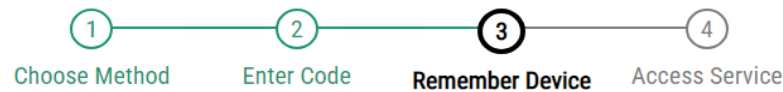
Multi-Factor Authentication (MFA)

Enter Code

Please enter the code sent to (***) ***-5401

[Resend Code](#)

[Choose another method](#)



Multi-Factor Authentication (MFA)

Remember Device?

Choose to remember this device to reduce how often you are required to enter a verification code



If the device you are using is shared or public, we recommend you do not remember this device

☒ Yes, remember my device

Step 4: If you only have one account in SAPISP, it will automatically log you into SAPISP.

If you have multiple accounts in SAPISP, you'll see a screen that lists your SAPISP usernames. Click on the green "Link" icon to link your main account to the new SAW login. (Note that you can only have one account in the new SAPISP system).



	User Name	First Name	Last Name	Email	Site Code
	Username 1	First Name	Last Name	Email Address	Site Code
	Username 2	First Name	Last Name	Email Address	Site Code

Step 5: Once logged in, you will see the SAPISP welcome page. If the system is not displaying the correction options for entering Activities, Students, Groups, or viewing Reports, please email Help@WASAPISP.com to update your user role.



Washington's Student Assistance Prevention and Intervention Services Program Test

The Student Assistance Prevention and Intervention Program (SAPISP) is a comprehensive and integrated model of school-based services that focuses on substance use prevention and other student supports in secondary schools. This program is the school-based services arm of HCA's two-pronged Community Prevention and Wellness Initiative (CPWI) which provides community-led substance use disorder prevention program and strategies through school-based services and community coalitions across the state in communities with higher need.

The SAPISP Program supports the placement of trained Student Assistance Professionals (SAPs) in middle and high schools. The Student Assistance Professionals provide multi-tiered services including schoolwide universal prevention strategies, classroom