

Employee Anytime Access Guide

To gain access to the portal, you will receive an invitation via email to access the DecisionHR employee portal.

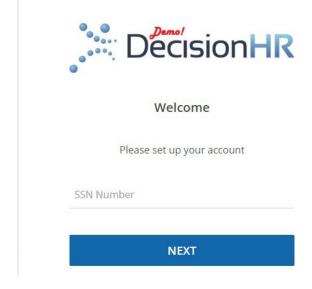
If you completed your onboarding online, you will be sent an email to register for the DecisionHR Employee Portal. If you completed your onboarding through paper forms, please contact us for your invitation to enroll for the DecisionHR Employee Portal.

Contact EmployeeServices@Decisionhr.com for assistance or call 888-828-5511.

Step 1: When you receive the email, click the blue box link that says employee portal to get started!



Step 2: Once you click on the blue Employee Portal box in the email, this login screen will populate, asking you for your SSN.





Step 3: Enter the password of your choosing and click Save.



Step 4: Now you can log on and see your information. To access the portal in the future, remember to use the link http://employee.dhrlive.com

