

# Changing Your Role in the DirectMyCare Web Portal

## Change Roles

1. Go to [DirectMyCare.com](https://DirectMyCare.com) and sign in to the web portal by entering your email address and password. Select **Log In** and you will be taken to the home page (Fig. 01).

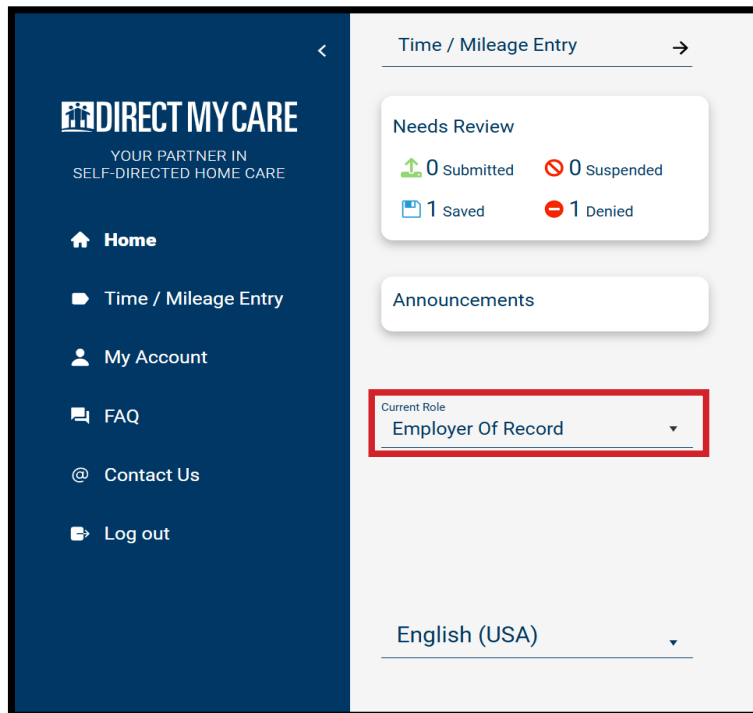


Fig. 01

2. To change your role, select the drop-down menu under **Current Role** and select your desired role (Figs. 01, 02).

**Note:** if you are do not see the correct Participants, EORs, etc. listed on the time entries screen, you may need to navigate back to the home page and select the correct role.



Fig. 02