

Creating and Maintaining UpToDate Accounts

A personal account is now required to get remote access to UpToDate and the account must be created on a UT Campus, in the ProMedica Affiliation area, or by using the Virtual Lab. We ***strongly encourage*** you to create the account using a personal laptop or computer.

Tip: Do you have an account with UpToDate? If you are not sure, an easy way to check is to click on UpToDate from the Mulford website (<https://www.utoledo.edu/library/mulford/>). If you see a blue and/or an orange subscribe box or green UpToDate box in the upper right hand part of your screen, *scroll up slightly* and click on **login** with your personal account information. If you cannot get into UpToDate, Follow the steps below to create your UpToDate accounts on-or-off campus!

Off Campus Instructions (Includes ProMedica Health System Instructions)

Step 1: Go to <https://vlab.utoledo.edu/>

***Note: From a ProMedica PC, navigate to MyProMedica, My Work, ProMedica Apps and click on “UT Clinical Portal” app  UT Clinical Portal

Step 2: Click the second icon VMWare Horizon HTML Access

Step 3: Type your UTAD username and password and click Login

Step 4: Click the UT Open icon and wait a few moments while the Virtual Lab load with your “personal desktop.” From this screen, click on either the Google Chrome or Firefox icon and then go the Mulford Library Website (<http://www.utoledo.edu/library/mulford>) and click on UpToDate.

Step 5: Complete *only the required fields* and use your **University of Toledo email address** on the screen below.



Search UpToDate

Register for an UpToDate account

Make the most of your UpToDate experience: Register for an account and benefit from mobile access to our trusted clinical content. Plus, earn and redeem CME/CE/CPD credits while you work.

Already registered? Please [log in](#) with your UpToDate username and password.

First Name
Last Name
Email
ZIP/Postal Code
Specialty ▼
Role ▼

Create your username and password

Username
Password

Password rules:

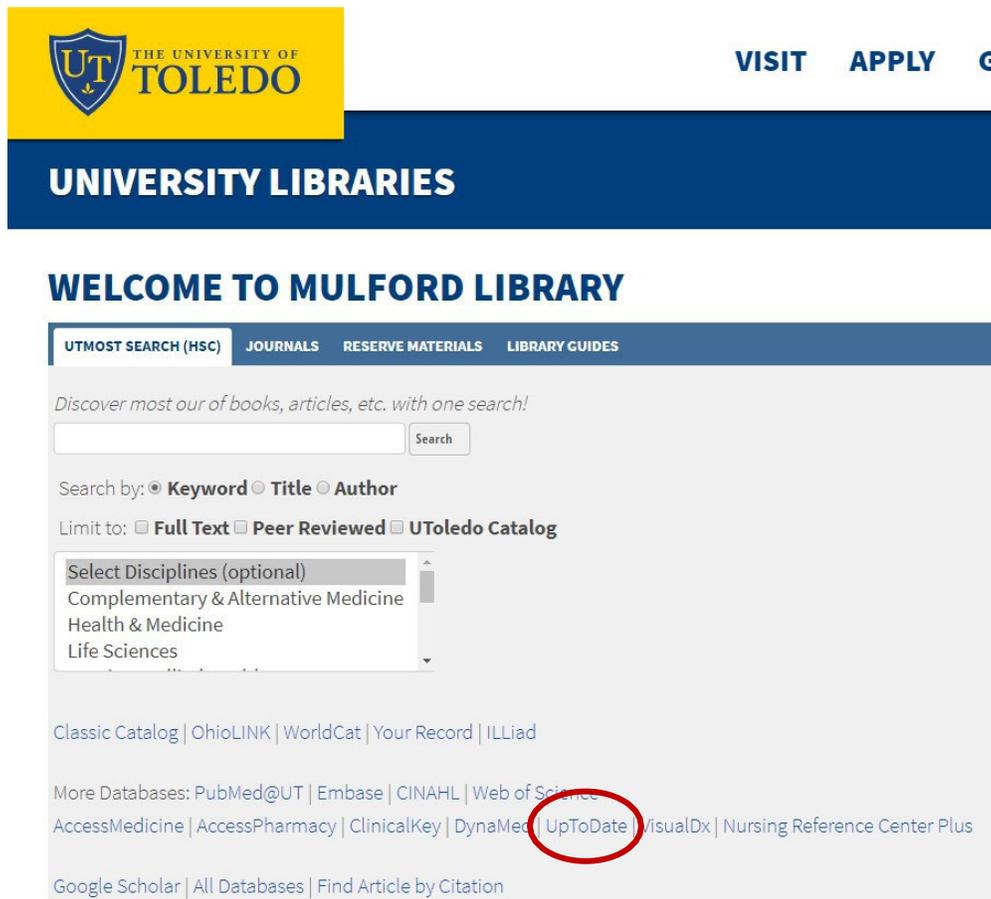
- 8 to 24 characters
- at least 1 uppercase letter
- cannot match username
- at least 1 number, or special character from the following set:
 . - _ @ # \$ * ! () + =

Verify Password

Submit Registration

On Campus Instructions

Step 1: With a *personal* computer or tablet from any UT Campus or the affiliation area in ProMedica, go to the Mulford Library Website (www.utoledo.edu/library/mulford) and click on UpToDate.



The screenshot displays the University of Toledo Library website. At the top left is the University of Toledo logo. To the right are navigation links: VISIT, APPLY, and G. Below this is a dark blue banner with the text "UNIVERSITY LIBRARIES". The main heading is "WELCOME TO MULFORD LIBRARY". Below the heading is a navigation bar with tabs: "UTMOST SEARCH (HSC)", "JOURNALS", "RESERVE MATERIALS", and "LIBRARY GUIDES". The "UTMOST SEARCH (HSC)" tab is active. Below the navigation bar is a search area with the text "Discover most our of books, articles, etc. with one search!". There is a search input field and a "Search" button. Below the search field are options for "Search by:" with radio buttons for "Keyword" (selected), "Title", and "Author". There are also checkboxes for "Limit to:" with options "Full Text", "Peer Reviewed", and "UToledo Catalog". A dropdown menu for "Select Disciplines (optional)" is open, showing "Complementary & Alternative Medicine", "Health & Medicine", and "Life Sciences". At the bottom of the search area, there are links for "Classic Catalog | OhioLINK | WorldCat | Your Record | ILLiad" and "More Databases: PubMed@UT | Embase | CINAHL | Web of Science | AccessMedicine | AccessPharmacy | ClinicalKey | DynaMed | UpToDate | VisualDx | Nursing Reference Center Plus". The "UpToDate" link is circled in red. At the very bottom, there are links for "Google Scholar | All Databases | Find Article by Citation".

Step 2: Click on the register button! Note: the register and login buttons are separate.



Search UpToDate

Step 3: Complete *only the required fields* and use your **University of Toledo email address** on the screen below.

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Last Name

Email

ZIP/Postal Code

Specialty ▼

Role ▼

Create your username and password

Username

Password

Password rules:

- 8 to 24 characters
- at least 1 uppercase letter
- cannot match username
- at least 1 number, or special character from the following set:
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UpToDate App instructions

Step 1: After creating a personal account, download UpToDate from the App Store (IOS devices) or on the Google Play (non-IOS devices).

Step 2: Login with your personal UpToDate account information.

Step 3: *Re-authenticate by Clicking yes to the email from UpToDate every 90 days to maintain access via the App.*

If you have any questions about creating an account, please contact Margaret Hoogland (margaret.hoogland@utoledo.edu) or call 419.383.4214.

For *existing UpToDate account issues*, please contact UpToDate directly by calling 1.800.998.6374 or by emailing customerservice@uptodate.com