

Accessing Beaumont email – what you need to know

There are many ways to access your Beaumont email.

Using a Beaumont computer at a Beaumont location:

- Use Microsoft Outlook, if installed, or the Office365 Outlook icon found on your desktop.



For any other situation:

- From any computer, launch either Internet Explorer or Google Chrome. Go to portal.office.com.
 - **Note:** If unable to log into portal.office.com, use bhapps.beaumont.org and click the Outlook icon. If both do not work, create a Service Request with manager approval to gain access.
- Another way to access your Beaumont email is to visit outlook.office365.com.
- Additional instructions can be found [here](#).

Using your personal smartphone or other mobile devices:

- Due to its ability to protect patient and Beaumont data, the Microsoft Outlook app will be the only mobile program to access Beaumont email. Soon, regular or “native” email apps on iPhones, iPads, and Android devices will no longer be able to access Beaumont email. If you’re not using the Outlook app today, give it a try before it becomes required.
 - Install the Outlook application from the App store for iPhone or iPads, or Google Play store for Android smartphones and tablets.
 - Open the Outlook app and log in with your Beaumont email address and password.
- Please review the [updated Outlook app FAQs](#) to answer many questions surrounding this change and how to access Beaumont email on your mobile device.
- Five reasons why the Outlook app was chosen:
 - Maintains HIPAA standards for patient privacy
 - Device-agnostic and platform-agnostic mobile solution
 - Ensures the identity of the physician or employee through multi-factor authorization on all devices
 - It does not require utilizing mobile device management, negating concerns of potentially releasing provider personal information

- Protects patient information in the event of a lost or stolen device. Microsoft Outlook can halt delivery of Beaumont email, a service that native email apps cannot

“The ability for physicians to check emails securely from a mobile device is not only crucial for patient care but imperative for our entire health system to communicate,” said Dr. Paras Khandhar, pediatric intensivist and lead inpatient physician informaticist. “The app can be downloaded by most mobile devices while simultaneously maintaining HIPAA standards. Considering patient privacy first and foremost and shaping our decision to maintain it, the best solution for Beaumont Health is the Microsoft Outlook app.”

For more information or assistance with your shared calendars, contact the [IT Service Desk](#) at 888-481-2448. More email information can be found [here](#).