

KASPER access is now via the Cabinet's secure web portal, Kentucky Online Gateway (KOG). You must have a KOG account to access KASPER to request patient reports.

Please follow the instructions listed below to gain access to KASPER. If you are unsure whether you already have a KASPER account call the Help Desk at 502-564-2703 to confirm.

If you previously had a KASPER account, link (onboard) your existing KASPER account to your KOG account.

Step 1: Create a KOG account (KOG Help Desk 502-564-0104 extension2):

1. Kentucky Online Gateway (KOG) is the security portal to access all the Cabinet of Health and Family Service's protected systems (KASPER, Benefind, Vitals, Death Registry, etc.). Go to <https://kog.chfs.ky.gov> and create a "Citizen or Business Partner" account. Remember your KOG user name (email) and password! They will be the only login information needed to access KASPER.
2. After submitting your KOG information you will receive a KOG account activation email. You must activate your KOG account within 4 hours of receipt of the activation email.

Step 2: Link (onboard) your existing account to the new secure web portal, KOG:

1. Sign into your KOG account. If KASPER is not listed under My Apps, click on *All Apps* and search (by the letter K) for Kentucky All Schedule Prescription Electronic Reporting, then click the KASPER button that says Enroll.
2. You should see the Account Request Onboarding screen. Enter the KASPER user name and password that you had prior to April 30, 2019. You only need this ONE time to link (onboard) KASPER to KOG. If you do not remember your old KASPER credentials, contact the **KASPER helpdesk at 502-564-2703**. Do **not** attempt to create a new KASPER account!
3. The system will prompt you to provide an email and phone number for the KASPER office to contact you regarding the system. You will also be requested to update your area of work and specialty to appropriately compare you to your peers in new Prescriber Report Cards.

If you are sure you never had a KASPER account and need to create a new account:

Step 1: Create a KOG account (KOG Help Desk 502-564-0104 extension 2):

1. Go to <https://kog.chfs.ky.gov> and create a "Citizen or Business Partner" account. Remember your KOG user name (email) and password! They will be the only login information needed to access KASPER.
2. After submitting your KOG information you will receive a KOG account activation email. You must activate your KOG account within 4 hours of receipt of the activation email.

Step 2: Create your KASPER account application:

1. Sign in to your KOG account, click on *All Apps* and search (by the letter K) for the Kentucky All Schedule Prescription Electronic Reporting and click the *Enroll* link to go to the Account Request Onboarding screen. Do not enter any information in the KASPER User Name/Password fields.
2. Click on the *Request a KASPER Account* link at the bottom of the screen and follow the instructions to create your KASPER account application.

Step 3: Submit your KASPER account application:

1. After you have completed the 8-step account request process, you must print the two-page hard-copy application form (page two is the KASPER Terms of Account Use) and the instruction sheet.
2. Follow the instructions to submit your hardcopy application along with copies of your required supporting documents.

For detailed instructions on creating your account and establishing delegates under your account, review the [KASPER-KOG User Guide](#).