

Access to APRICOT360 is restricted to provider staff who require regular access to enter data and/or review reports. Users not logging in regularly may be terminated from the system.

User Details

New User
 Update User
 Terminate User
 Effective Date: _____

First Name: _____ Phone 1: _____

Last Name: _____ Phone 2: _____

Title: _____ Email: _____

Agency: _____

Please note the following:

- Once the new account has been setup, an email will be generated and sent directly to the user, prompting for a password update.
- Established users have the ability to manually reset account credentials by clicking on "Forgot Password" from the main Apricot360 Login page.
- Apricot360 user logins are reviewed on a monthly basis and users who have not logged in for **three months** or longer will be terminated from the system.
- Please contact JWB Provider Software Support at **provider-support@jwbpinellas.org** for login assistance. All inquiries will be addressed within two (2) business days.

Programs Requested

Full Program Name:

*Authorized
 By:

Type Name

Title

Phone #

***Physical Signature is not necessary. All Forms Must be E-Mailed by a Supervisor to the program assigned JWB Program Consultant**

JWB Information Technology USE ONLY

Apricot360 Access: Added Removed

Scanned to LaserFiche: Complete

IT Signature and Date: