

How to Register for myLBHpay (pay stub and W-2 access)

Step 1 - Go to www.mylbhpay.org

If you are an **ACTIVE** employee:

If you are an active employee or on a leave of absence, select the **Active Employees** link, then log in using your LBH Network username and password.



Please select one of the following links to continue to My LBH Pay

[Active Employees](#)

Use this link if you are an active employee currently being paid by Lifebridge Health

[Inactive or Former Employees](#)

Use this link if you were formerly employed by Lifebridge Health

Former Employees Access Guide [Click Here](#)

Active Employees - Forgot Password? Click [Here](#) OR call IS at 410-601-5516.

No further action is needed on your part in order to use myLBHpay. Do **not** continue to Step 2.

If you are a **FORMER** employee:

Select the **Inactive or Former Employees** link

Please select one of the following links to continue to My LBH Pay

[Active Employees](#)

Use this link if you are an active employee currently being paid by Lifebridge Health

[Inactive or Former Employees](#)

Use this link if you were formerly employed by Lifebridge Health

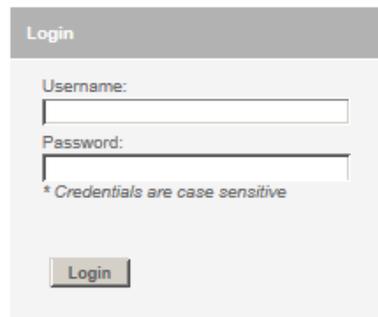
Former Employees Access Guide [Click Here](#)

Active Employees - Forgot Password? Click [Here](#) OR call IS at 410-601-5516.

Continue to Step 2.

Step 2- If you are no longer an employee, click the "HERE" link below to register for access.

Active Employees, please use your LBH Network ID
and Password to access My LBH PAY.



Inactive or Former Employees, please click [HERE](#) to enable / click the
[Register User](#) link to complete the registration process
to access My LBH PAY.

Active Employees - Forgot Password?, please call IS at 410-601-5516.

Step 3- Click the “Register User” link to register for access.



Active Employees, please use your LBH Network ID and Password to access My LBH PAY.

Inactive or Former Employees, please click [HERE](#) to enable / click the [Register User](#) link to complete the registration process to access My LBH PAY.

Active Employees - Forgot Password?, please call IS at 410-601-5516.

Step 4- Enter the last 4 digits of your social security number, the month and day of your birthdate, and your former LBH email address in all lowercase letters. Enter the security code displayed and click submit.

Need Assistance? - If the system does not recognize your identity attributes listed below or you do not remember your LBH or CHC email address, please contact your local HR Office (see contact information on Page 5).



Note- If your SSN is 123-45-6789, please type **6789** into the authentication field. Do not include any dashes.

Note- If your birthdate is January 9th, 1980, please type **0109** into the authentication field.

Note- please include your full LBH or CHC email address in all lowercase letters.

example@lifebridgehealth.org

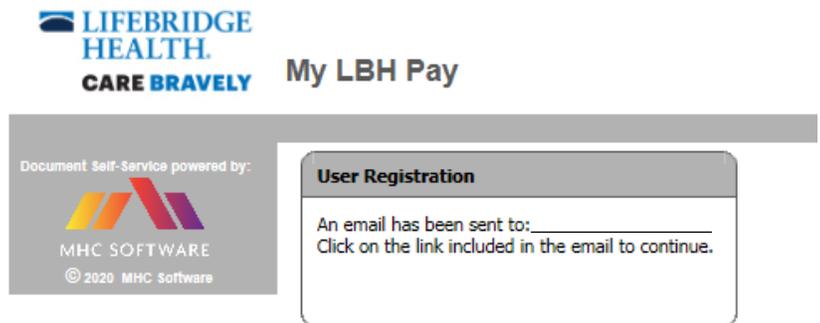
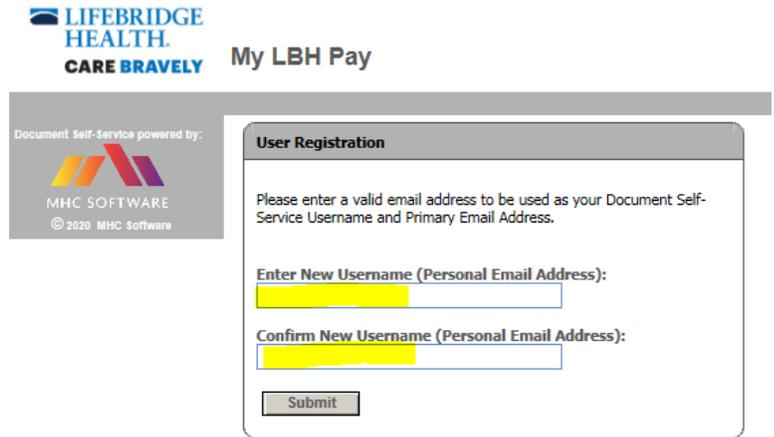
example@carrollhospitalcenter.org

Step 5- enter a personal email address as your username (do **NOT** use your former LBH email address). Click submit.

NOTE- Your username must be a personal email address that you have access to. You will need to log into this email address to complete your myLBHpay registration.

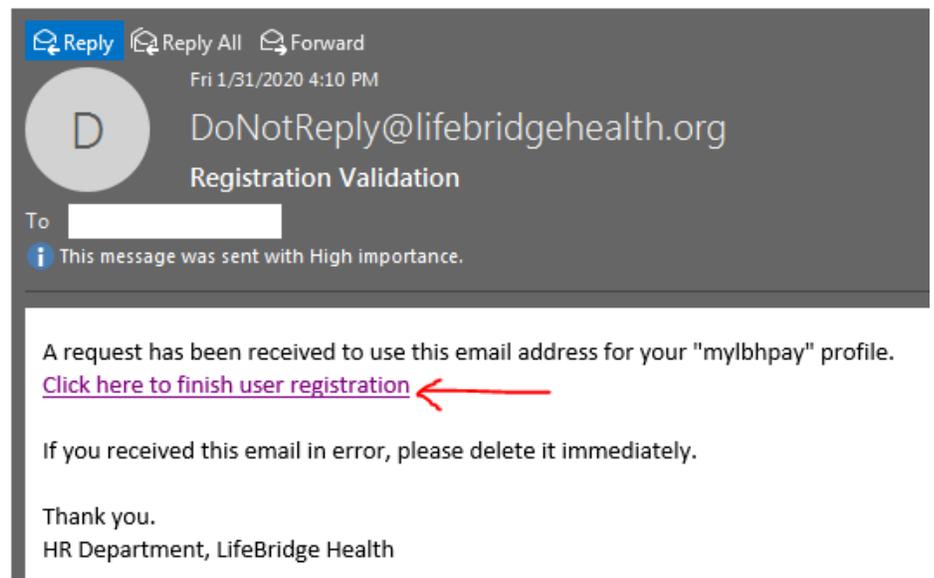
example@gmail.com

example@yahoo.com



Step 6- log into your personal email account. You will receive an email from DoNotReply@lifebridgehealth.org. Click the link in the email to continue with the registration process.

NOTE- Safari does not work well for myLBHpay. Please use Chrome as your internet browser.



Step 7- Re-enter the last 4 digits of your social security number, the month and day of your birthdate, and your former LBH email address. Enter the security code displayed and click submit.

Note- If your SSN is 123-45-6789, please type **6789** into the authentication field. Do not include any dashes.

Note- If your birthdate is January 9th, 1980, please type **0109** into the authentication field.

Note- please include your full LBH or CHC email address in all lowercase letters.

example@lifebridgehealth.org

example@carrollhospitalcenter.org

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LIFEBRIDGE HEALTH CARE BRAVELY My LBH Pay

Credential Verification

Please enter your personal information for each input field and then click Submit.

SSN - Last 4 Digits:
[.....]
(XXXX)

Birthdate Month and Day:
[.....]
(MMDD)

LBH or CHC Email Address:
[.....]

7&Sda

[Generate new security code](#)

[7&Sda] x

Submit

Step 8- Create a password, re-enter the password, and click submit.

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LIFEBRIDGE HEALTH CARE BRAVELY My LBH Pay

Set Password

Enter New Password:
[.....]

Confirm New Password:
[.....]

Submit

Step 9- You can choose to add a secondary email address to your account or you can waive this option. Press submit.

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LIFEBRIDGE HEALTH CARE BRAVELY My LBH Pay

Email Verification

Secondary Email Address *(OPTIONAL)*

Below, you have the option to specify an additional email address for your future communications. Please either specify a secondary communication email address, or check the box below to deny this option.

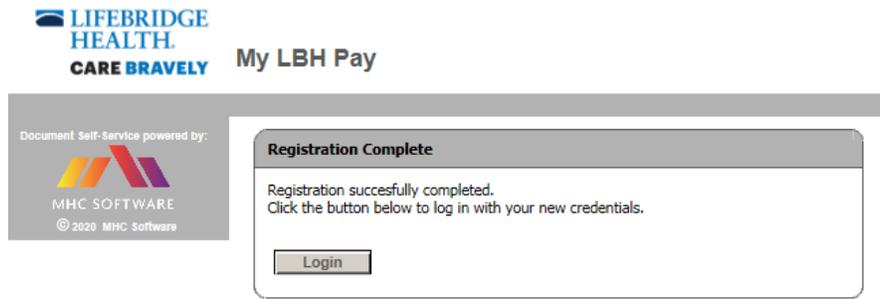
Secondary Email
[.....]

Confirm Secondary Email
[.....]

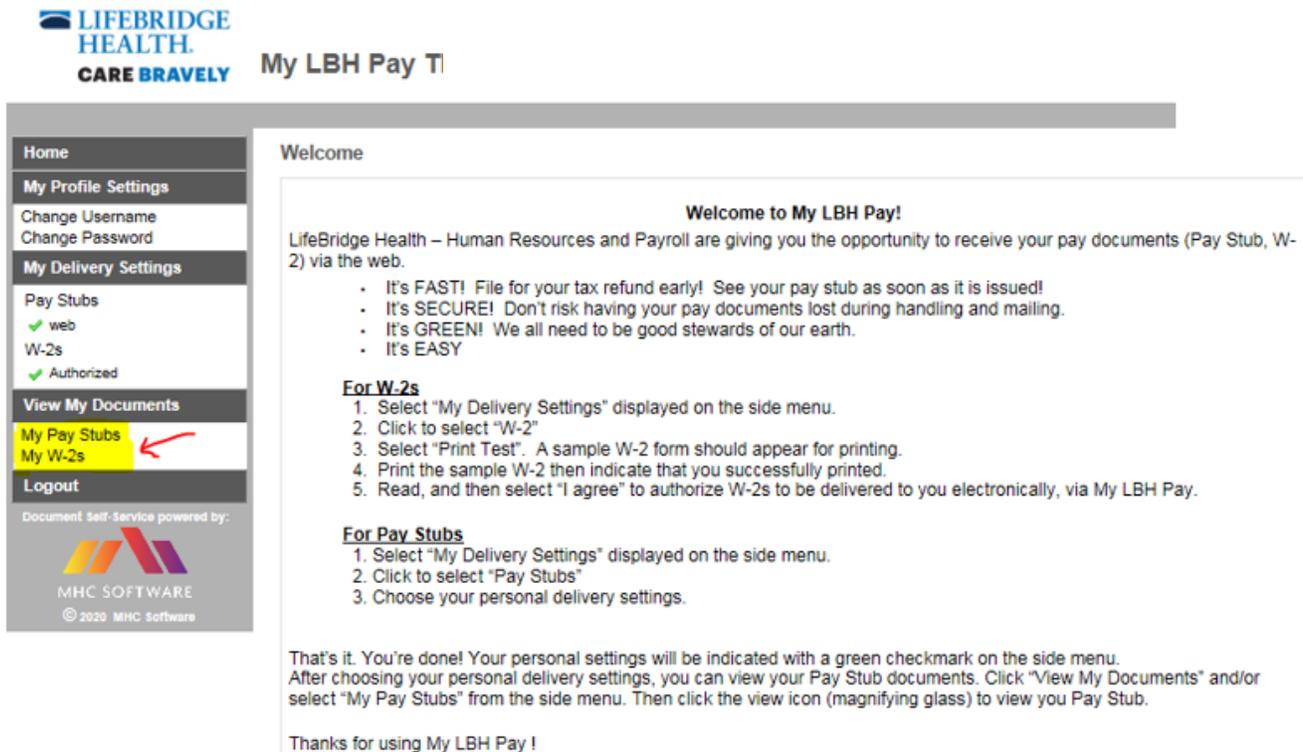
I do not want to store a secondary email address on file.

Submit

Step 10- Your identity has been confirmed and you are now able to log into myLBHpay.org using your personal email address as your username. You can change your password at any time within the myLBHpay.org website.



Under View My Documents, you are able to see your pay stubs and W-2s.



Need Assistance? - If the system does not recognize your identity attributes or if you do not remember your LBH or CHC email address, please contact your local HR Department.

LBH HR Departments	Phone Number	Email Address
Sinai Corporate & Sinai Hospital	410-601-5675	SinaiHumanResources@lifebridgehealth.org
Grace Medical Center	410-362-3683	GraceHumanResources@lifebridgehealth.org
Levindale	410-601-2262	LevindaleHumanResources@lifebridgehealth.org
Northwest Hospital	410-521-2200 ext. 55865	NWHumanResources@lifebridgehealth.org
Carroll Hospital	410-871-7072	CarrollHumanResources@lifebridgehealth.org
Any non-hospital entities (CPE; CHG; LBH Partners; LBH&F; BCAC; PDI; VSP; etc.)	410-469-5707	CPECHGHumanResources@lifebridgehealth.org