

Midlands, Midwest and Northwest Payroll Regions

How to register for HSE Online Payslips

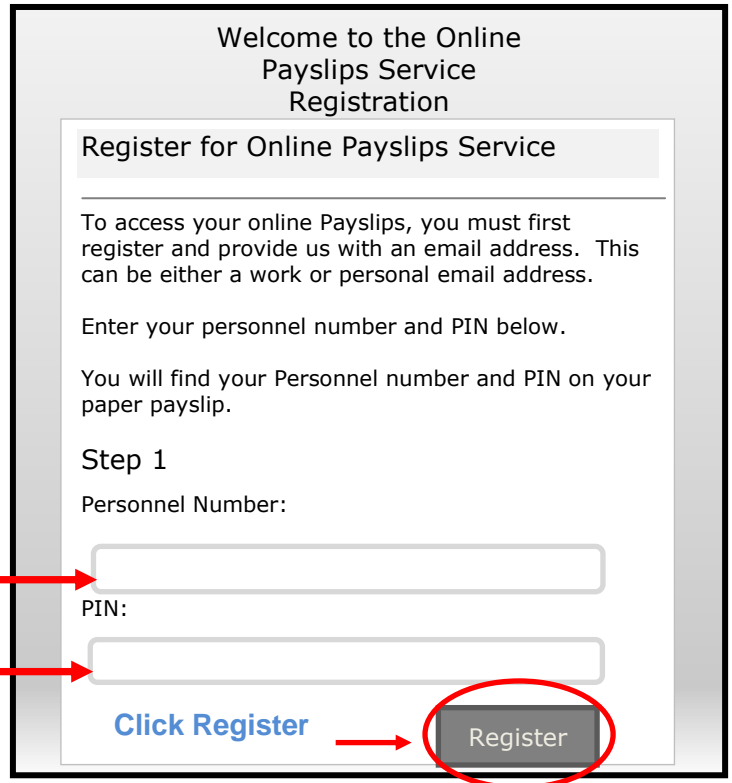
Step 1

Go to webpage:

<https://epayslips.hse.ie/register.aspx>

Enter your personnel number →

Enter your PIN number →
(PIN number is on the bottom of your payslip)

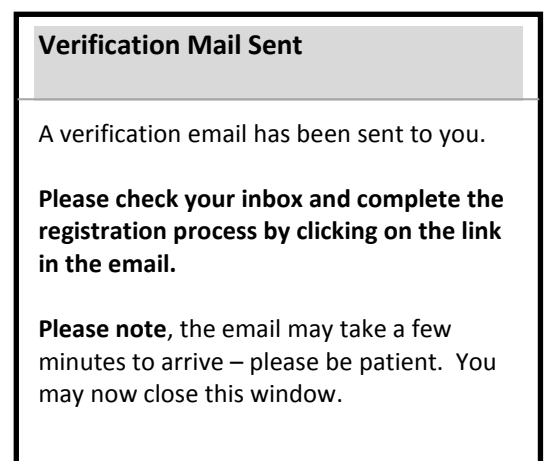
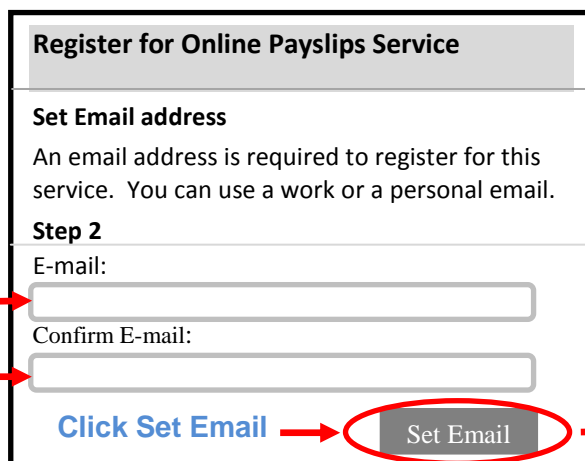


Step 2

Email address - Enter a work or personal email address

Enter your email address →

Re-enter your email address →



Step 3 – Check your email inbox for an activation email from epayslips@hse.ie

(N.B. Check spam / junk folders as automated emails are often sent to these folders)

From: epayslips@hse.ie Sent: Fri 03/07/2020
To:
Cc:
Subject: HSE Online Payslips email verification

Click on the link to activate your online payslip account

To complete your registration you will need to activate your online payslips account.
Please click on the link below:
<https://epayslips.hse.ie/Newlook/Verify.aspx?ID=0daee1d8-e10a-4af3-e12ff0bafbdd>

Your temporary password is: +3Nbtqyw
Example Only

N.B. The temporary password on your email is unique and will differ to this password. Take note of your temporary password on the email addressed to you, as you will need it in steps 4 and 5

Please note your temporary password is case sensitive.
The link above is for registration purposes only, once registered go to the online payslips login page to sign in /NewLook/Account/Login.aspx
Once registered, you will no longer receive paper payslips.

This screen will then appear advising that your account has been verified.

[Click here to Login](#)

Account Verified

Your account has been verified and you can now log into the site.

[Login to Online Payslips Application](#)

Step 4

Enter your personnel number

Enter temporary password
(Received in your activation email - **Step 3**)

New User Login

Please log-in using the temporary password sent to you by email.

Personnel No:

Temporary Password:

[Click Log in](#)

Log In

Step 5

N.B. * Choose a password with 8 characters & a symbol.

Symbol examples:
= # / ?

Enter temporary password again (Step 3)

Create a new password *

Re-enter new password

Click change

Account Maintenance

Password Update

Please update your password to complete your registration

Passwords must be at least 8 characters long and must contain at least one special character

i.e. () ! " \$ % ^ & * _ + - = @ ' ~ # < > ? .

Current password / Temporary Password:

New Password:

Confirm new Password:

Click continue

Account Maintenance

Password Update

Change Password Complete

Your password has been changed!

Step 6 – Logging in

www.hse.ie → Staff & Careers → Online Payslips → Select the HSE area that you are paid from

Tip! Save this link to your bookmarks for future ease of access to payslips

Enter your personnel number

Enter your new password

Enter your email address

Welcome to the Online Payslips Service

Login

Personnel No:

Password:


Email Address:


[Forgotten your Password?](#)

Register for Online Payslips Service

To access your online Payslips, you must first register and provide us with an email address.

You will find your Personnel number and PIN on your paper payslip

 [User Guide](#)

 [Registration Instructional Video](#)