



Login

URL: <https://stlouispark-efp.sourcewell.org/employeeaccess>

- **User ID:** Full District Email Address or Employee ID Number
- **Password:** Last 4 digits of your SSN

Upon logging in the first time, you will be asked to set up answers to 3 security questions. Please note that these answers are case sensitive.

Navigation

Upon initial login, you will be on the *Demographic Information* page. Please review your personal information on this page to ensure it is correct (address, phone number, email, social security number, race/ethnicity, etc).

If any of this information changes in the future, you can update it by clicking on the “Update Information” button outlined in red below. If you make any updates, click “Save” near the bottom right of the page to save your changes.