


ServNY—Register as a Volunteer in NYS

ServNY is New York States' standardized volunteer registration program for disasters, and public health emergencies. Its goal to help local Volunteer Coordinators and the State Volunteer Coordinator manage events and to eliminate issues that arise when mobilizing healthcare and non-healthcare volunteers during an emergency response.

Register As A Volunteer

1. Go to <https://apps.health.ny.gov/pub/servny/>
2. Select to either continue with my.ny.gov account or your health commerce system (HCS) account. **Don't have an Account? Follow the arrow** 
3. Review the **ServNY Privacy Policy**
6. Check the I acknowledge, certify and/or agree.
7. Click **Continue**.
8. Complete all required fields (marked with red asterisk *****) in section including: Identity, Contact Info, SMS/Text Messages, Emergency Contact Info.
9. Click **Continue**.
10. Continue filling in all required fields (marked with a red asterisk *****) through all four sections.
11. At the end of section 4, Click **Continue** to be brought to your volunteer summary page.
12. Review all data entered by scrolling down the **Volunteer Summary**
13. If you need to make any edits, then click **edit** next to the section on the summary you need to alter.
14. If all fields look correct, select **Register** to complete your registration
If errors exist, then an error message will display. Correct error(s) & click **Register** again.
For Healthcare Volunteers only, if there is an error with your license number as entered, you will see the following error example:
SED / license #(_123456 .) for SED profession (Profession -code) not found in SED.
16. After registration is complete, click **Export to PDF** to save or print a copy of your volunteer profile (optional).

- If you clicked **New to ServNY? Sign Up** then follow the following steps on screen:
- a. Click **Continue with my.ny.gov (this will open a new window)**
 - b. Fill in the information required to create a my.ny.gov account
 - c. Enter First Name, Last Name, Email, Confirm Email, Preferred Username.
 - d. Click **continue**
 - e. If there is already an account associated with the email you provided, you will have the ability to retrieve your account information
 - f. If there is **not** an account associated with your email, you will proceed to step 2, where you may fill in your address (optional) and enter your city and birthdate (required)
 - g. Click **Continue**.
 - h. Verify info on the screen (name, email and username). If not correct, click **Back** OR If correct, click **Create Account**.
 - i. Open your email that you entered in registration and find the email sent from my.ny.gov to activate your account
 - j. Click **'Click Here'** in email
 - k. Select three (3) secret questions and answers and click **Continue**
 - l. You will receive a successful message and click **Continue** to set your password
 - m. Enter a password in the field titled **New Password**, enter the password a second time in the field titled **Confirm password** and continue
 - n. Click **Continue**.
 - o. Return to the link in Step 1 and now select **Continue with my.ny.gov** and follow from step 3 in order to register.