

Healthcare Enforcement & Licensing Management System (HELMS)



HELMS is the new online portal available to healthcare providers for submitting applications, renewals, status changes, and account updates. All Washington state allopathic physicians and physician assistants need to create a [HELMS portal account](#).

Create, Connect, and Use your HELMS Account

Step 1: Find your license number before you start

Use the [Provider Credential Search](#) to find your license number if you don't have it available.

Step 2: Use a desktop computer

Use a desktop computer – mobile and tablet users have experienced error messages.

Step 3: Access your SAW account

Create a Secure Access Washington (SAW) account or log into your existing account. Do not use the old DOH portal as it will no longer work. It is important that you do not create a new account if you already have a credential with the Department of Health. Creating a new account will not link your current account, applications, or credentials.

Need help? Download the [How to Create a SAW Account for Online Application](#).

Step 4: Add HELMS to your portal (first time only)

- Click the "Add a New Service" button
- "I would like to browse a list of services by agency."
- Click "Department of Health"
- Add the "Health Professional and Facility Licensing (HELMS)" service to your SAW account

Step 5: Navigating HELMS

Download or print the complete [Guide to Using Your HELMS Portal](#).

- For renewals, scroll down for the renewal button
- For new applications only, click on the top button

Step 6: Complete your demographic data survey

Submit your demographic data in compliance with state law. Under [RCW 18.130.042](#) all licensed health care professionals in Washington are required to provide demographic and workforce data during initial licensure and renewal.

Step 7: Do you need a receipt?

Navigate to your [HELMS portal homepage](#) and select "Payments," "History," and "Download Receipt."

Step 8: Renewal notices are now digital

Renewal notices will be emailed about 90 days prior to your renewal due date. Verify your email address in your HELMS portal to ensure that you receive your notice.

Step 9: Check the status of your application or renewal anytime

Log into your [HELMS account through SAW](#) and check the status column next to your credentials on the homepage.

Step 10: Print your credential

Log into your HELMS portal through SAW. On your [portal homepage](#) click "Download Credentials" under the "All Credentials" tab.