



Quick Look at **Claiming Your Site**

Use this Quick Look Guide to learn how to Join as a Community Partner and Claim your organization's site on **kynect resources**

Steps to Onboard



kynect resources provides organizations tools to manage referral activity.

To respond to referrals, access assessment and view residents' information, users must complete onboarding steps to access these tools.

Step 1: Claim Site on **kynect resources**

Reviewed and approved by
local United Way chapters

Step 2: KOG Account Set up

A link inviting user to create a
KOG account is sent upon
approval of the site claim.
Those with **existing KOG account**
must also use this link to obtain
the credentials to access **kynect**
resources

Step 3: Complete required training

Complete brief system
trainings below:

- Privacy and Security
- kynect programs Overview
- System Navigation

Complete First Time
Login

Step 1: Claim your site



[Join as a Community Partner](#)



Click the **Join as a Community Partner** link in the footer of kynect.ky.gov/resources

My situation is different

Show me more

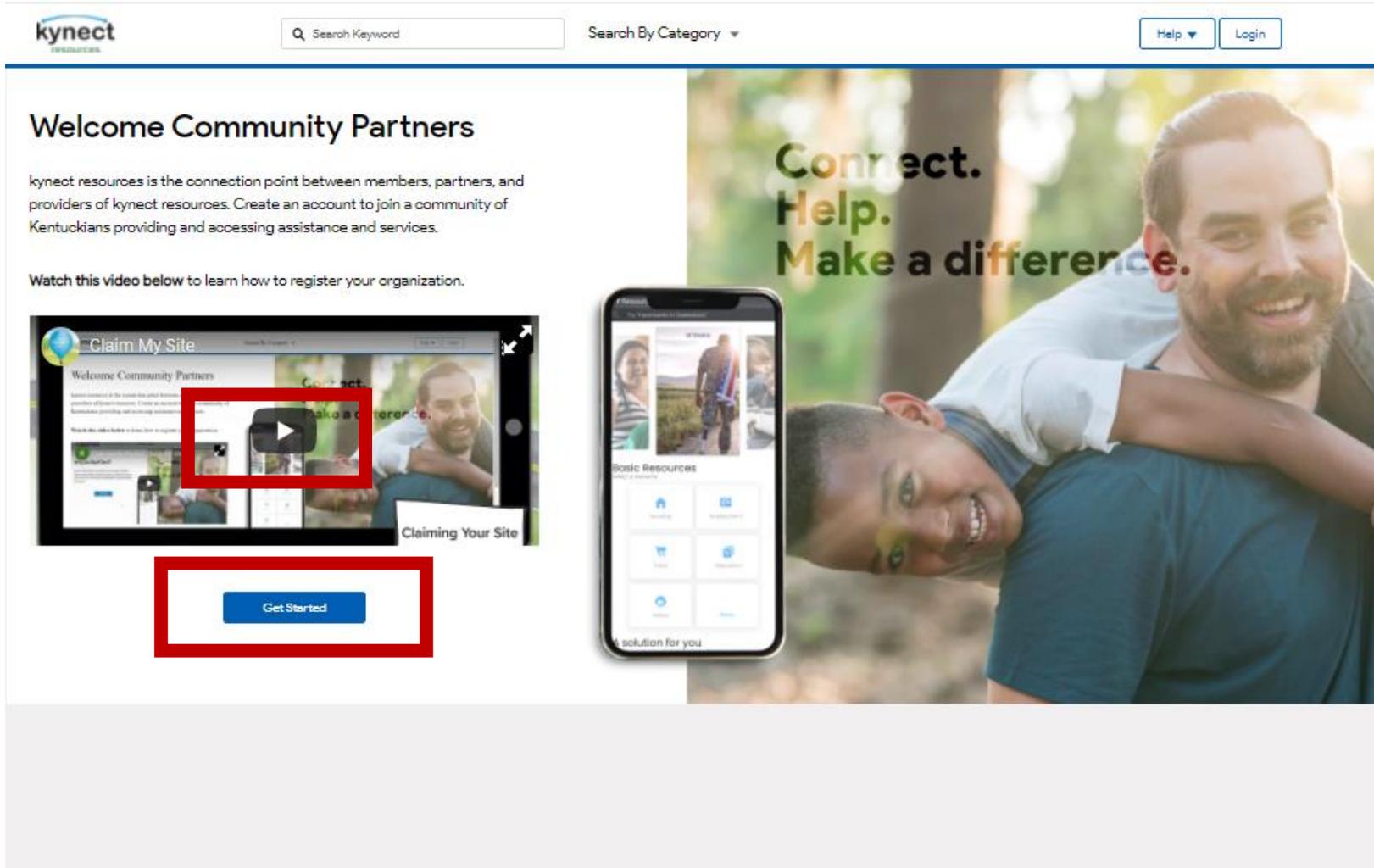
The expanded kynect is working to keep every Kentuckian safe, healthy and happy.

Go to kynect.ky.gov to see all your options.



Welcome Community Partners

https://kynect.ky.gov/resources/s/get-started?language=en_US



The screenshot shows the top navigation bar with the kynect resources logo, a search bar, and 'Help' and 'Login' buttons. The main content area features the heading 'Welcome Community Partners' and a paragraph explaining the site's purpose. Below this is a video player for 'Claim My Site' with a red box around the play button. A 'Get Started' button is also highlighted with a red box. To the right, a smartphone displays the mobile version of the site. The background image shows a man and a child smiling, with the text 'Connect. Help. Make a difference.'

The Welcome page offers a six-minute video with step-by-step view of Claiming Your Site.

Click Get Started to find your Organization



Find Your Organization

Organization Name

City

Search

Enter the Organization name in the search field and click **Search**. Organizations can be searched by Name or by City.

Please Note: *The Organization may be under a full name or abbreviated name. Example: Search CHFS if Cabinet for Health and Family Services is not found.*

Search Organization

https://kynect.ky.gov/resources/s/searchorganization?language=en_US



 Search By Category ▼ Help ▼ Login

[Add organization](#)

Select your organization below

Organization Name

City

BROOK HOSPITALS
PartnerOrg

8521 LaGrange Road,
Louisville, Kentucky, 40242

<https://thebrookhospitals.com>

CARROLL COUNTY MEMORIAL HOSPITAL
PartnerOrg

309 11th Street,
Carrollton, Kentucky, 41008

<http://www.ccmhosp.com>

CHI SAINT JOSEPH HEALTH - FLAGET MEMORIAL HOSPITAL
PartnerOrg

4305 New Shepherdsville Road (Hwy 245),
Bardstown, Kentucky, 40004

<https://www.chisaintjosephhealth.org/flaget-...>

CLARK MEMORIAL HOSPITAL
PartnerOrg

1220 Missouri Avenue,
Jeffersonville, Indiana, 47131

<http://www.clarkmemorial.org>

Cumberland Hall Hospital
PartnerOrg

270 Walton Way,
Hopkinsville, Kentucky, 42240

<https://www.cumberlandhallhospital.com/>

Click **Select** to Claim the Organization.

If the organization is not displayed, click **Load More** to display additional organizations.

If the organization is not found, click **I can't find my organization**. This will prompt user to call 2-1-1 to request the organization be added



kynect resources

Search Keyword Search By Category

Help Login

Add organization

Select your organization below

Organization Name City

BROOK HOSPITALS PartnerOrg	8521 LaGrange Road, Louisville, Kentucky, 40228 https://thebrookhospitals.com	<input type="button" value="Select"/>
CARROLL COUNTY MEMORIAL HOSPITAL PartnerOrg	3000 C 43	<input type="button" value="Select"/>
CHI SAINT JOSEPH HEALTH - FLAGET MEMORIAL HOSPITAL PartnerOrg	43 Ba	<input type="button" value="Select"/>
CLARK MEMORIAL HOSPITAL PartnerOrg	1220 Missouri Avenue Jeffersonville, Indiana, 47131 http://www.clarkmemorial.org	<input type="button" value="Select"/>
Cumberland Hall Hospital PartnerOrg	270 Walton Way, Hopkinsville, Kentucky, 42240 https://www.cumberlandhallhospital.com/	<input type="button" value="Select"/>

Can't Find Your Organization?

Call 2-1-1 to add your organization to the United Way 211 directory.
Once your organization has been added, come back and proceed with submitting an access request.

If the organization is not listed. **Dial 2-1-1**

A United Way coordinator will gather the organization details and add the organization to **kynect resources**



Claim Site Request

Add contact information

BROOK HOSPITALS PartnerOrg	8521 LeGrange Road Louisville, Kentucky, 40242 https://thebrookhospitals.com
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* First Name

* Last Name

* Company Email address

* Phone Number

* Terms and Conditions
By continuing, you agree you have the authority to claim this account on behalf of this community partner. You agree to KY [Terms of Service and Privacy Policy](#).

You also understand that KY may send marketing emails regarding KY's products, services, and events. You can unsubscribe at any time.

I have read and agree to the terms and policies

Back

Continue



* Role in your organization

How did you hear about kynect resources

- From a State
- From an Assister
- From another community
- From Commonwealth
- Other

My organization offers volunteer opportunities, which we would like to share online for residents to apply.

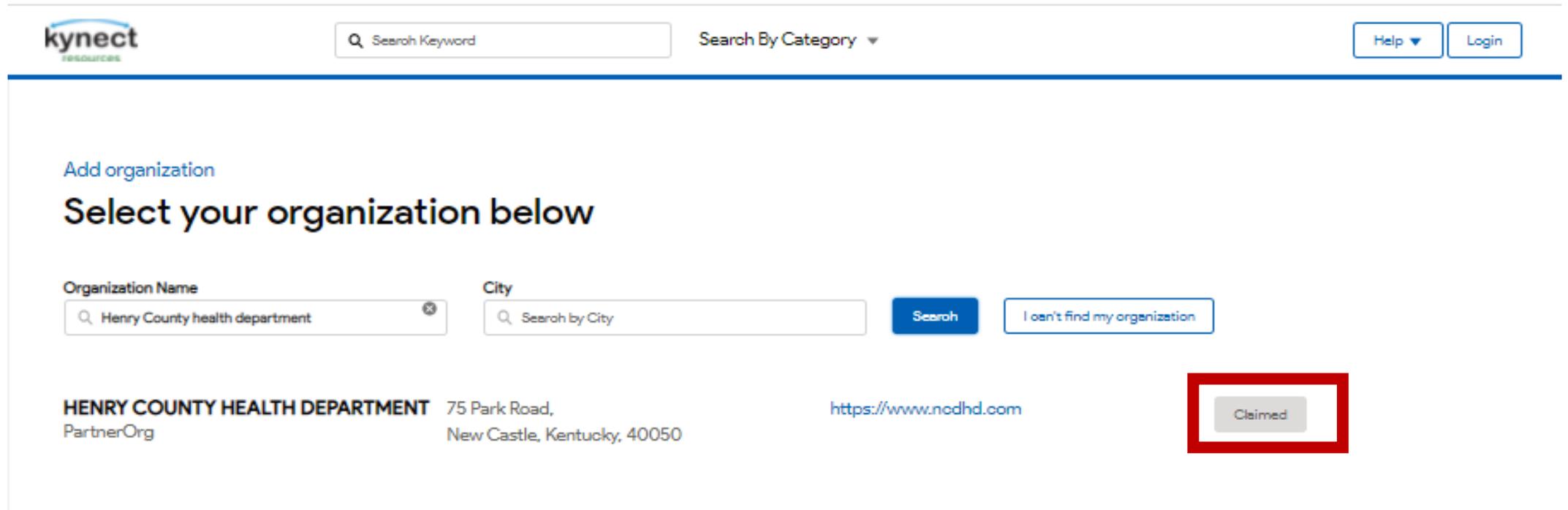
Claim Site Request form must be completed by entering information into the required fields as indicated by a red asterisk *

Click Continue

Site already Claimed



If the organization has already been claimed, a grayed, inactive button is displayed in the search results. The person in the organization who claimed the site, may add staff. If the person who claimed the organization is unknown or no longer with the organization, please email kynectresources@ky.gov



The screenshot shows the website interface for adding an organization. At the top, there is a search bar with the text "Search Keyword" and a dropdown menu for "Search By Category". To the right are "Help" and "Login" buttons. Below the search bar, the text "Add organization" is followed by "Select your organization below". There are two input fields: "Organization Name" containing "Henry County health department" and "City" containing "Search by City". A blue "Search" button is next to the city field, and a button labeled "I can't find my organization" is to its right. Below the search results, the entry for "HENRY COUNTY HEALTH DEPARTMENT" is shown with the address "75 Park Road, New Castle, Kentucky, 40050" and the URL "https://www.nodhd.com". A gray button labeled "Claimed" is highlighted with a red border.

Step 1: Claiming my Site – Complete!



The next step, setting up your Kentucky Online Gateway (KOG) account, is covered in the Onboarding Quick Reference guide or the Claim my Site/Community Partner Onboarding training video.

The Reference guide is more in-depth and does include photos through each step of the process.

Visit [here](#) for these trainings and other resources we offer to assist our **kynect resources** partners!



Thank you

For additional support, please use the Help section in **kynect resources** or email kynectresources@ky.gov