

# PSA Scoring Application External Access Overview

These are instructions on how the following external users access the PSA scoring application:

- MDI staff
- MPD staff
- OJD staff
- Private Attorneys

Your first time accessing the application you will likely be assigned a “Basic” role which will not allow viewing or accessing PSA assessments. To receive the applicable level of access please contact the application PSA access administrator listed:

- MDI PSA Access Administrators:
  - Dawn Lozano [[dlozano@multnomahdefenders.org](mailto:dlozano@multnomahdefenders.org)]
  - Lisa Sturges [[lisa.s@multnomahdefenders.org](mailto:lisa.s@multnomahdefenders.org)]
- MPD PSA Access Administrators:
  - Justin Hendrick [[jhendrick@mpdlaw.com](mailto:jhendrick@mpdlaw.com)]
  - Joseph Westover [[jwestover@mpdlaw.com](mailto:jwestover@mpdlaw.com)]
- OJD PSA Access Administrators:
  - [MULHelp@ojd.state.or.us](mailto:MULHelp@ojd.state.or.us)
- Private Attorney PSA Access Administrator: Aaron Schnabel [[aaron.schnabel@mcsso.us](mailto:aaron.schnabel@mcsso.us)]
  - Jon Sarre [[SarreLaw@outlook.com](mailto:SarreLaw@outlook.com)]

Note: Users who do not access the system for 90 days will be downgraded to the “Basic” role.

## External Access Instructions: First Time Users - Create an Account

1. Click on PRD link: <https://psascoring.multco.us>
2. “Click here to log in”

Multnomah County  
Public Safety Assessment™

# Public Safety Assessment™

*Public Safety Assessment™, created by the Arnold Foundation, is a pretrial risk assessment tool designed to gauge relative risk of Failure to Appear (FTA) and New Criminal Activity (NCA) during a defendant's pretrial period*

[Click here to log in](#)

3. Click “Create an account”

Multnomah County

## Log In with your Email Address

\* indicates required field

Email Address\*

Password\*

[Forgot your password?](#)

[Log In](#)

Don't have a Multnomah County public account?  
[Create an account](#)

**For Staff Only**

4. Enter your **business** email address and click “Verify My Email Address”

< Cancel



## Create Account

\* indicates required field

Email Address\*

Verify My Email Address

By continuing, you agree to Multnomah County's [Terms of Use](#)

5. Check your business email address for your verification code and input via login procedure and click “Verify & Continue”

< Cancel



## Create Account

\* indicates required field

A Verification code has been sent to your inbox. Please allow a few minutes for the code to arrive and copy it to the Verification Code box below. If you do not receive an email, verify you have entered the correct email address and check your spam folder.

Email Address\*

Verification code\*

Verify & Continue Send new code

By continuing, you agree to Multnomah County's [Terms of Use](#)

6. Input the following information and click “Create”:

- a. Email address “business email address” used previously
- b. New Password
- c. Confirm Password
- d. Full Name for Display
- e. First Name
- f. Last Name

< Cancel

 Multnomah County

### Create Account

\* indicates required field

Email Address\*

New Password\*

Confirm New Password\*

Full Name for Display\*

First Name\*

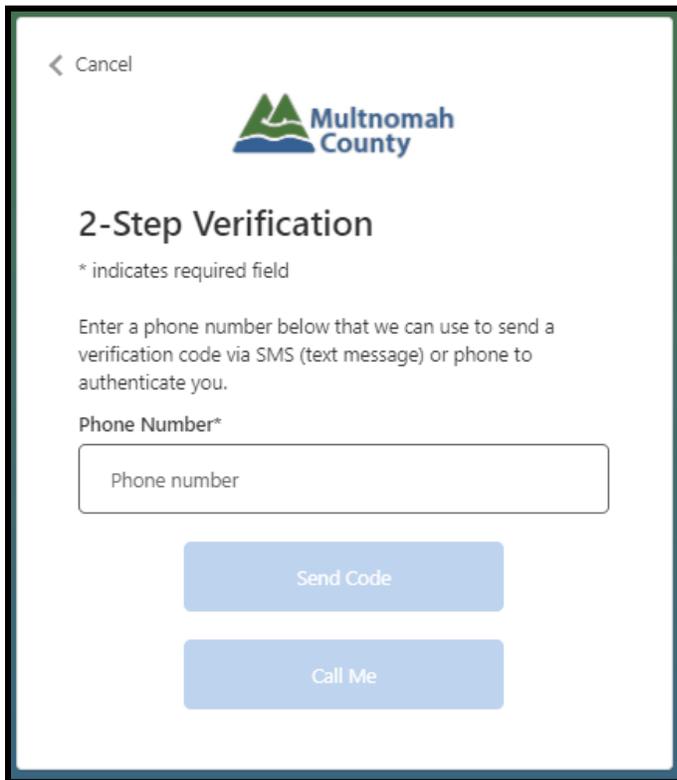
Last Name / Surname\*

Create

By continuing, you agree to Multnomah County's Terms of Use

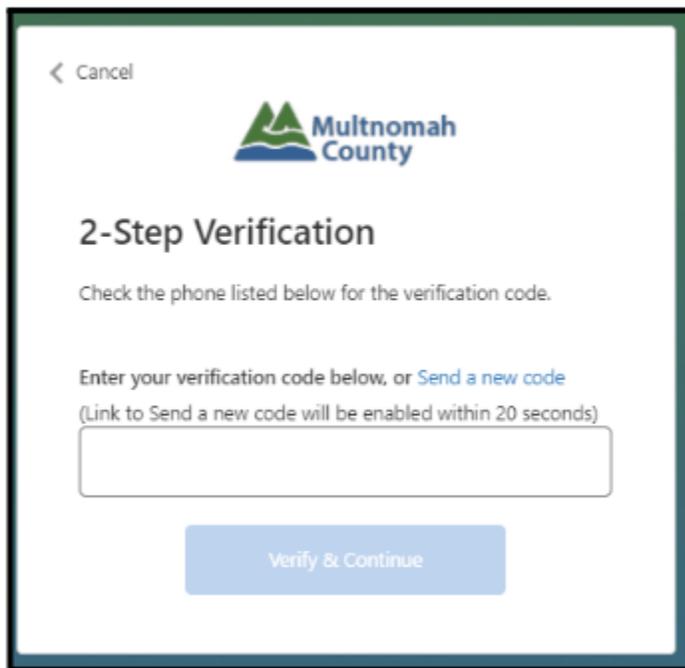
7. 2-Step Verification

- a. Enter a 9 digit phone number and click “Send Code”



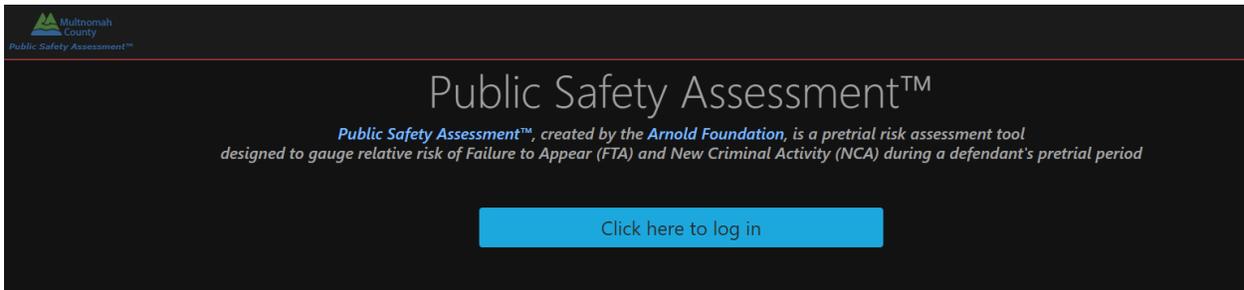
This screenshot shows the first step of a two-step verification process. At the top left is a back arrow and the word "Cancel". The Multnomah County logo is centered at the top. Below the logo is the title "2-Step Verification" and a note: "\* indicates required field". The instruction reads: "Enter a phone number below that we can use to send a verification code via SMS (text message) or phone to authenticate you." There is a text input field labeled "Phone Number\*" with the placeholder text "Phone number". Below the input field are two blue buttons: "Send Code" and "Call Me".

8. Enter code received via cell phone and click "Verify and Continue"



This screenshot shows the second step of the two-step verification process. It features the same header as the previous screen: a back arrow with "Cancel", the Multnomah County logo, and the title "2-Step Verification". The instruction here is: "Check the phone listed below for the verification code." Below this is a text input field for the verification code. Above the input field, there is a link: "Enter your verification code below, or [Send a new code](#) (Link to Send a new code will be enabled within 20 seconds)". At the bottom of the screen is a single blue button labeled "Verify & Continue".

9. Once your account is registered "Click here to login"



10. Input email address and password used during registration and click “Log In”

Multnomah County

## Log In with your Email Address

\* indicates required field

Email Address\*

Password\*

[Forgot your password?](#)

[Log In](#)

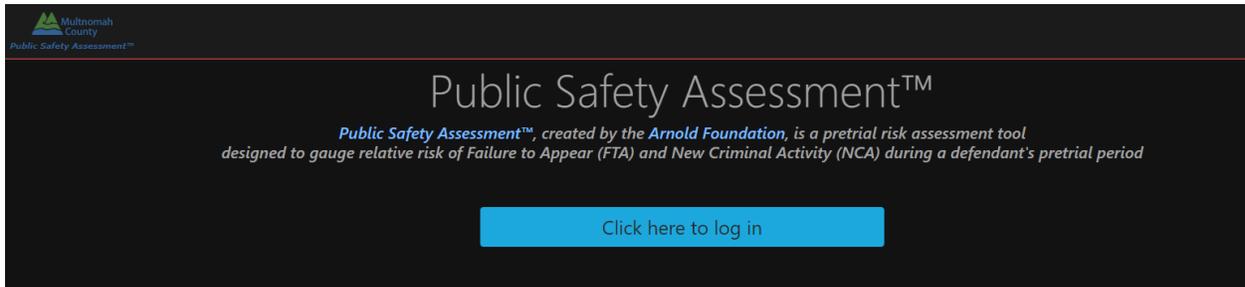
Don't have a Multnomah County public account?  
[Create an account](#)

**For Staff Only**

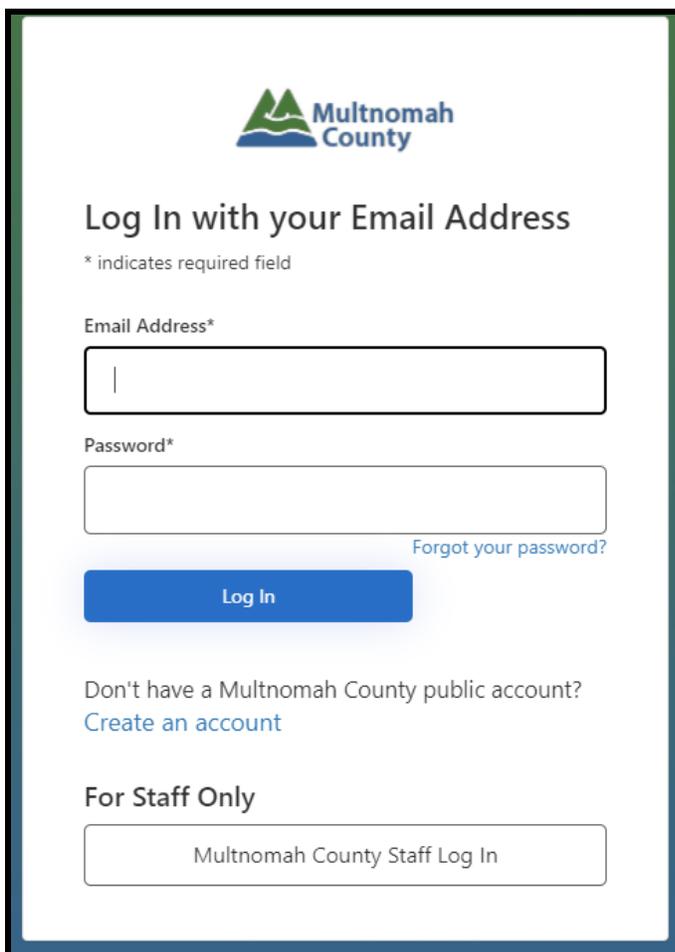
11. Accept Terms of Service, this is required under the following circumstances:
- First time accessing the PSA application
  - Last logged in over 90 days ago
  - Last accepted the "Terms Of Use" over a year ago
  - Change of email address
  - This verbiage is available at the footer of the application under “Terms of Use”

## External Access Instructions: Returning User

1. Click on PRD link: <https://psascoring.multco.us>
2. “Click here to log in”



3. Input email address and password used during registration and click “Log In”

A screenshot of the Multnomah County login page. The page has a white background. At the top center, there is the Multnomah County logo. Below the logo, the heading is "Log In with your Email Address". Underneath the heading, there is a small asterisk and the text "\* indicates required field". There are two input fields: "Email Address\*" and "Password\*", both with asterisks indicating they are required. Below the "Password\*" field, there is a link that says "Forgot your password?". At the bottom of the login section, there is a blue button with the text "Log In". Below the "Log In" button, there is a link that says "Don't have a Multnomah County public account? Create an account". At the bottom of the page, there is a section titled "For Staff Only" with a button that says "Multnomah County Staff Log In".