

Updating the supervisor listed on your JVHL web portal account

1. Sign into the JVHL web portal from jvhl.org, **not** from plmweb.jvhl.org.
2. Once on the JVHL resource center homepage click the “Update My Profile” menu option, on the left.



3. Then click the “Update My User Details” button on the center of the page.



4. If you scroll to the bottom of the page, you will see the supervisor information section. Please make sure that this information is up to date. If it is not up to date, please input the correct information for a supervisor other than yourself as you cannot verify your own account.

Links of Interest

Prior Authorizations

Vlookup Instructions

Supervisor First Name Supervisor's First Name is required

Supervisor Last Name Supervisor's Last Name is required

Supervisor Email Supervisor's Email is required

Supervisor Phone Supervisor's Phone is required

Save Changes

5. Finally, click “Save Changes”.