Logging into Workday after Termination

How to access Workday for W-2s, payslips and more after leaving Corewell Health

**The day** after your termination date, your Workday account is reset and your username becomes your 6-digit employee number (5-digits for South/Lakeland). A temporary password will be emailed to your personal email address* listed in Workday.

**NOTE:** You’re Workday account access will **EXPIRE 80 weeks** after termination.

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1. **Open Workday**
   Enter the Workday login URL* in your internet browser.
   Click “I’m using my personal computer or mobile device.”

   *URL: [https://wd5.myworkday.com/spectrumhealth/login.html](https://wd5.myworkday.com/spectrumhealth/login.html)

2. **First time logging in**
   If this is the first time you are logging into Workday as a terminated worker, click on “Forgot Password?” on the login screen.
   If this is not your first time logging in as a terminated worker, continue to step 4.

3. **Reset your password**
   On the “Forgot Password?” page, enter your username (your 6-digit employee number/5-digits for South/Lakeland).
   Enter your personal email address.*
   Once your password has been successfully reset, that will be the password used to log into Workday going forward.

4. **Log into Workday**
   Enter your username (your 6-digit employee number/5-digits for South/Lakeland).
   Enter the password you created during your initial termination login.

5. **Still need help?**
   If additional troubleshooting is needed, contact Corewell Health HR Support Center at 877.AskHR11 (275.4711).

*To update your personal information in Workday (including personal email address) or for assistance with locating your employee number, contact Corewell Health HR Support Center at 877.AskHR11 (275.4711).