**Member Database Scope**

We have a Member database built on Access 2010. While this has allowed us to work with our data up to this point, we are encountering issues with incorrect numbers, limitation of queries/reports, and other issues so it needs to be rebuilt to work with our data better. We share this database on an RDP externally hosted server. It’s also a split db (front and back) but our admin staff want more flexibility and power to create their own queries and reports.

**[Member Table] --Join-- [Practice Table]**

Some rules of our data:

* 1 Member can be part of 1 Practice
* 1 Member can be part of many Practices
* Many Members can be part of many Practices
* A Member can be a Multiple Member (rare occurrence)

Specific Needs:

* Resign/retire a member so they are not counted with active members.
* Retire a Practice (this occurs if a practice is sold)
* Move a Member to a different practice altogether.
* Unassociate a Member from any Practice temporarily until new Practice determined.
* Easy way to create new queries/reports for non-technical users

User Permissions

* Shared access with 3 staff to make updates to records and view reports/queries and create new ones.
* Other staff able to pull reports/queries as needed for stats.
* Accessed over a secure server via web browser
* Multiple role/permission granular view/editing/creation controls.

Export

* Export new contact cards for importing to Outlook
* Export Full Member List (Excel, PDF, etc)
* Export Full Practice List (Excel, PDF, etc)
* Export Filtered List (Excel, PDF, etc)

Consulting

* We are open to rebuilding this solution on either:  
  1. FileMaker
  2. Access

Note

Screenshots are for reference only. We have dropped/adjusted some fields in both tables.



