INSTRUCTIONS:

User permissions template can be used to identify which user groups have access to the system and the PHI it contains as well as identifying some of the key functionality that they have access to. The below table is an example only, and should be customized according to your initiative. Also, it is important to note that occassionally an individual may assume multiple roles in an initiative. For example, a physician may also be the privacy officer for a small organization. Therefore, that individual would be assigned both roles in the below scenario.

Role-Based Access Matrix

User Group	Purpose for Access	Information Objects *PHI*				*Reports*		Consent Management *Consent Management*		
		Demographics	Clinical Notes	Labs	Etc	Privacy	Admissions	Create CD	Modify CD	Override CD
Receptionists	Requires access to basic demographic data to register patients	C,R,U	N/A	N/A	N/A	N/A	R	Y	Y	N
Emergency Room Receptionists	Will register and update patients, but also often communicates clinical information to Providers	C,R,U	R	R	R	N/A	N/A	Y	Y	N
Emergency Room Healthcare Providers	Provides treatment to patient	R	C,R,U	C,R,U	C,R,U	N/A	N/A	Y	Y	Y
In-patient physicians	Provides treatment to patient	R	C,R,U	C,R,U	C,R,U	N/A	N/A	Y	Y	Y
In-patient nurses	Provides treatment to patient, but does not need to access masked data	R	C,R,U	C,R,U	C,R,U	N/A	N/A	Y	Y	N
Social Workers	Provides treatment to patient, but does not need access to lab results, etc	R	C,R,U	N/A	N/A	N/A	N/A	N	N	N
Privacy Officer	Only requires access to privacy management functions	R	N/A	N/A	N/A	C,R	N/A	Y	Y	N
Database Administrator	Has database-level access to provide support	R	R	R	R	C,R	C,R	N/A	N/A	N/A

Legend:

C	Create
R	Read
U	Update
D	Delete