|  |
| --- |
| **Access Controls Table** |
| **Position and Job Title** | **User Role** | **Number of Staff in this Role** | **Type of Access** | **Description of Information this User can Access (include examples)** |
| **Physician** | Provide medical care to patients | List the number of staff in this role | Examples may include:* Clinic access: keys, door fobs/card, alarm codes
* EMR access: read, view, create, write, or edit
* EHR access: Alberta Netcare Portal
* Patient paper charts if applicable
* Secure mail or messaging
 | Examples may include:* EMR & EHR: demographics, reports, clinical care information (e.g., notes, labs/ DI, allergies, immunizations, referrals, or consults), billing
 |
| **Clinical support****RN****LPN** | Health professionals | List the number of staff in this role | Examples may include:* Clinic access: keys, door fobs/card, alarm codes
* EMR access: read, view, create, write, or edit
* EHR access: Alberta Netcare Portal
* Patient paper charts if applicable
* Secure mail or messaging
 | Examples may include:* EMR & EHR: demographics, reports, clinical care information (e.g., notes, labs/ DI, allergies, immunizations, referrals, or consults), billing
 |
| **Receptionist****Medical Office Assistant****Admin support****Office Manager** | Provide administrative duties Patient interaction | List the number of staff in this role | Examples may include:* Clinic access: keys, door fobs/card, alarm codes
* EMR access: read, view, create, write, or edit
* EHR access: Alberta Netcare Portal
* Patient paper charts if applicable
* Secure mail or messaging
 | Examples may include:* EMR & EHR: demographics, reports, clinical care information (e.g., notes, labs/ DI, allergies, immunizations, referrals, or consults), billing
 |