

PrepMod User Access Levels

	Staff	Lead Staff	School Nurse	Venue Admin	Provider/ Employer	Local Admin	Regional Admin	Government	Super Administrator
Access	All Locations of Administrator who assigned them	All Locations of Administrator who assigned them	Assigned School(s)	Only Venue(s) Assigned by Regional/Local Admin	Only Venue(s) Assigned by Regional/Local Admin	All Locations in Assigned County	All Locations in Region/State	All Venues in Region/Venue	All Locations
Create Clinic	No	No	No	Yes	Yes	Yes	Yes	No	All Access
Edit Clinic	No	Yes	No	Yes	Yes	Yes	Yes	No	All Access
Registration List	Yes	Yes	Yes	Yes	Yes	Yes	Yes	De-Identified	All Access
Virtual Queue	Yes	Yes	No	Yes	Yes	Yes	Yes	No	All Access
Clinic Activity Form	Yes	Yes	No	Yes	Yes	Yes	Yes	No	All Access
Clinic Activity Report	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	All Access
Inventory Mgt	No	No	No	Yes	Yes	Yes	Yes	No	All Access
Reports	Yes	Yes	Yes	Yes	Yes	Yes	Yes	De-Identified	All Access
Records Search	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	All Access
Data Transfer	No	Yes	No	Yes	Yes	Yes	Yes	No	All Access
Upload Data	No	No	No	Yes	Yes	Yes	Yes	No	All Access
Create User	No	No	No	Only Users	Only Users	Only Users	Yes, incl Admin	No	All Access
Send a Message	No	No	Yes	Yes	Yes	Yes	Yes	No	All Access
Enroll Provider or Employer	No	No	No	No	No	Yes	Yes	No	All Access
Add Global Locations	No	No	No	No	No	Yes	Yes	No	All Access
Edit/Delete Records	No	No	No	Yes	Yes	Yes	Yes	No	All Access
Customize Consent	No	No	No	Yes	Yes	Yes	Yes	No	All Access
Delete Clinics	No	No	No	Yes	Yes	Yes	Yes	No	All Access
Reinstate Clinics	No	No	No	Yes	Yes	Yes	Yes	No	All Access
Delete Duplicates	NO	Yes	No	Yes	Yes	Yes	Yes	No	All Access

Orange – Assigned to a state, county, or region (whatever system/database covers). Can only access details and data and grant access for that region. Local administrator can add non-admin users. Regional Admin can assign Admin Users. We assign Regional Admin.

Blue – Only access to details and data for assigned venue or site. Can only grant access to users for only that site.

Green – Access to details and data for all locations in public health locations (created by Local/Regional) Admin

User Definitions	
Staff	Individuals working in multiple venues/clinics across a jurisdiction, county, or region (Contractual or Nurses, Health Department staff). No access to administrative functions.
Lead Staff	Leads working in multiple venues/clinics across a jurisdiction, county, or region (Charge Nurse, Clinic Supervisor).
School Nurse	A school nurse afforded access to records for students vaccinated at their school or in a clinic affiliated with their school.
Venue Administrator	The lead individual at one specific organization (eg. Health Department, Pharmacy) who will upload data and is assigned by a

	Regional or Local Administrator (lead Nurse or Health Department Official)
Provider/Employer	Acts as the Venue Administrator for Provider Locations or Employer Locations; assigned by the Regional or Local Administrator (Coordinating State/County Municipal Leads)
Local Administrator	Has all access for a local jurisdiction (for California these will be county level administrators)
Regional Administrator	Has all access for a region (for California, these will be state level administrators)
Government	Access to view de-identified data (eg. Federal Government, state agencies)
Super Administrator	Has all access to all locations and may see all data (Primary lead for the state)