AIMS CENTER W UNIVERSITY of WASHINGTON Psychiatry & Behavioral Sciences

Printable Checklist for Creating New Accounts

CASELOAD TRACKER: NEW ACCOUNT CREATION CHECKLIST				
First and Last Name	Email & Phone	Will person log in?	Role(s) (check all that apply)	Provides care to patients?
		Y/N	 Account Admin Care Manager Consultant Data Manager Psych Consultant Site Manager 	Y/N
		Y/N	 Account Admin Care Manager Consultant Data Manager Psych Consultant Site Manager 	Y/N
		Y/N	 Account Admin Care Manager Consultant Data Manager Psych Consultant Site Manager 	Y/N
		Y/N	 Account Admin Care Manager Consultant Data Manager Psych Consultant Site Manager 	Y/N
		Y/N	 Account Admin Care Manager Consultant Data Manager Psych Consultant Site Manager 	Y/N