

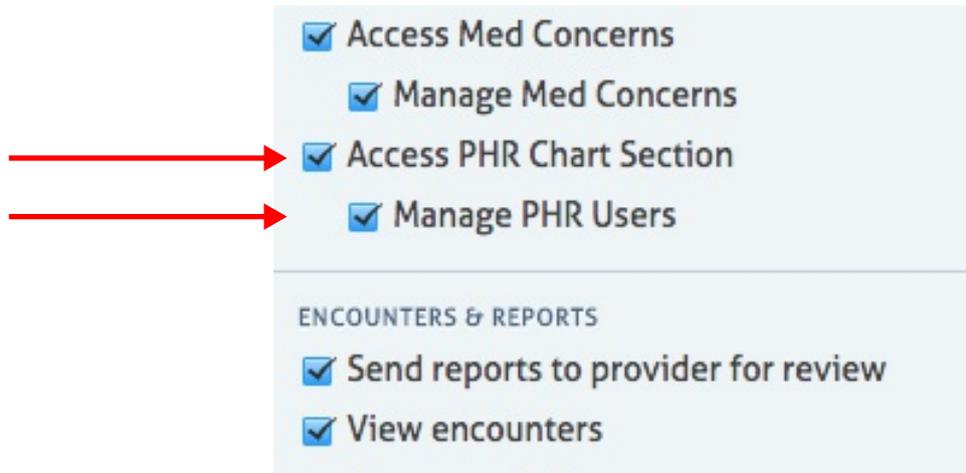
Quick Reference Guide: PHR Permissions

This guide describes the two PHR user permissions:

- Access PHR Chart Section
- Manage PHR Users

Before you begin: You must be an administrator to manage user permissions.

No user in your account will have default access to PHR when the new PHR function is released. You will need to assign one or both permissions to each user based on job responsibilities.



Access PHR Chart Section Permission

Assign this permission to users who need VIEW-ONLY access to the patient's PHR chart section.

The PHR tool at the bottom of the left vertical tool bar in patient chart is enabled for users with this permission. They can click that tool to view:

- The list of all documents sent to the patient PHR portal.
- Any messages attached to a sent document.
- Any messages sent to the patient or the patient's representatives.
- Any messages sent from the patient or the patient's representatives.



Manage PHR Users Permission

Assign this permission to users who need full access to the patient's PHR chart section.

User must also have the Access PHR Chart Section Permission.

Users who were previously able to perform the "Generate and Send" PHR function from the Demographics section of the chart will need this permission to reset PHR user passwords.

Users with the Manage PHR Users permission can:

- Add, Edit, Activate, and Deactivate PHR Users.
- Reset PHR user passwords.
- Send Messages to the patient and/or patient's representatives.

Instructions for these actions are found in the other Quick Reference Guides for PHR.