

## Permissions and what it enables

Last Modified on 11/07/2023 2:50 pm ACST

This list explains what each permission enables a user to perform.

Note: Some permissions may not work independently on their own when enabled. If this happen, please contact us via Redmine.

Patient Details	
Permission	What it enables?
Can view patient details	This allows users to view dashboard search, patients, notices, current assessments index, HSP vouchers
Can edit patient details	This allows users to create / edit patients, notices, allergies, alerts, relationships,
Can archive patient	Permission is not used
Can merge patient	This allows users to merge / unmerge patients
Can print patient details	This allows users to print patient labels
Can view patient appointments	This allows users to view patient appointments, reservations and theatre lists
Can edit patient appointments	This allows users to edit appointments, search and book for next available appointments and create appointment correspondence
Can edit appointment reservations	This allows users to create reservations in the appointment book
Can view patient operations	This allows users to print operation reports
Can edit patient operations	This allows users to create / edit operation reports
Can read Clinical Note	This allows users to view clinical notes on the patient
Can create new Clinical Note	This allows users to create / edit clinical notes on the patient
Can strike Clinical Note	This allows users to create, edit, strike, unstrike a clinical note
Can approve Clinical Note	This allows users to create, edit, strike, unstrike and approve a clinical note
Can edit approved Clinical note	This allows users to edit approved Clinical notes
Can view medications	This allows users to view patient medications
Can edit medications	This allows users to create, edit and archive medications
Can view prescription	This allows users to view prescriptions created for patients both MIMS and custom drugs
Can edit prescription	This allows users to view and create prescriptions for patients both MIMS and custom drugs
View & Print Merge Forms	This allows users to print forms with patients details merged into pdf form
Administer Merge Forms	This allows users to setup merge forms in the admin area. Note: Administration role required

Can view care plans	Permission is not used
Can edit care plans	Permission is not used
Can view workflows	This allows users to view any workflows defined
Can view discharge planning	This allows users to view a discharge plan for an Admission
Can perform discharge planning	This allows users to create a discharge plan
Can view ATS details	<b>ATS:</b> Admissions/Transfers/Separations This allows the user to view admissions, episodes and all subsidiary records. It also allows conversion pre-admissions to admissions. Users can also view It allows user to print pc21 forms users can delete admission categories if user also has admin role,
Can edit ATS details	<b>ATS:</b> Admissions/Transfers/Separations This allows the user to edit admissions, episodes and all subsidiary records.
Can clinical code ATS details	<b>ATS:</b> Admissions/Transfers/Separations This allows user to use grouper software to code admissions, and create, edit and delete diagnosis for admissions
Can delete ATS details	<b>ATS:</b> Admissions/Transfers/Separations This allows user to delete admission transfers and edit admissions, episodes and all subsidiary records.
Can cancel ATS details	<b>ATS:</b> Admissions/Transfers/Separations This allows user to cancel and admission
Can edit Pre-admission details	This allows user to edit pre admissions. In order to cancel the admission, users must enable "Can cancel ATS details" at first.
Can modify patient information while Patient API is active	If patient data is populated through the careright HL7 interface this permission allows users to modify the patient data in careright.
Can view Diagnosis & History details	This allows users to view diagnosis, working diagnosis and problems of a patient
Can edit Diagnosis & History details	This allows users to edit, reorder, strike and close diagnosis, working diagnosis and problems of a patient
Can create and view cancer notifications	This allows user to manage all cancer notification functionality
Can view patient images	This allows user to see the patient image button (images controller should limit who can do what)
Can edit patient images	This allows user to see edit patient image button (images controller should limit who can do what)
Can use patient authorised forms	This allows user to see signature on a patient page and can print with the signature.
<b>Case</b>	

Can view cases	This allows users to see the case buttons (should allow viewing of cases)
Can edit cases	This allows user to see the case buttons (should allow editing of cases) must also checked the following: <ul style="list-style-type: none"> <li>• Can view location allocated providers</li> <li>• Can view all providers</li> </ul>
Can administer cases	This allows user to setup cases and case categories in admin section.
Can assign cases to self	This allows the provider picker only includes your name in the options (plus existing provider if present)
Can assign cases to others	This allows the provider picker will include others' name in the options (plus existing provider if present)
<b>Set up</b>	
Can create/edit forms/assessments	This allows users to build assessments, merge forms from assessments. NOTE It does not let user publish assessments.
Can publish forms/assessments	This allows users to build, publish, enable and disable assessments and merge forms from assessments
Can view standards	Permission is not used
Can edit standards	Permission is not used
Can edit wiki pages	Permission is not used
Can create page comments	Permission is not used
Can create medication list	Permission is not used
Can setup requests / results	This allows users to setup pathology radiology and medical tests. This also allows user to match results to doctors and patients
Can manage Diagnosis & History groups	This allows users to manage diagnosis groups in administration area. NOTE user must also have admin_role
<b>Contacts</b>	
Can manage contact records	This allows the user to view, edit and delete contacts (linked to enquiries)
Can view professional contact	This allows users to view professional contacts and practices
Can edit professional contact	This allows users to edit professional contacts and practices.
<b>Correspondence</b>	
Can view SMS Messages	This allows users to view sms correspondence
Can view Email Messages	This allows users to view email correspondence
Can view Letters	This allows users to view Letter correspondence

Can create and send SMS message from template	This allows users to send appointment and correspondence sms messages from templates. This also allows user to modify address records.
Can create and send custom SMS messages	This allows users to send appointment and correspondence sms messages from templates and custom messages. This also allows user to modify address records.
Can create and send Email message from template	This allows users to send appointment and correspondence email messages from templates.
Can edit letters	This allows users to create, edit, delete - patient, professional contact and discharge letters. This also allows user to modify address records.
Can configure SMS templates	This allows user to create sms templates in the admin section. NOTE must have admin_role
Can configure Email templates	This allows user to create email templates including attaching documents to emails in the admin section. NOTE must have admin_role
Can configure Letter templates	This allows user to create letter templates, letter print templates and adding letterheads in system images. NOTE must have admin_role. This also allows user to modify address records.
Can view enquiries	This allows user to view enquiries and assessment enquiries NOTE must have assessment viewer
Can edit own enquiries	This allows user to create and edit an enquiry created by them and assessment enquiries. NOTE must have assessment runner and assessment_approver
Can edit all enquiries	This allows user to create enquiries and edit anyone's enquiries and assessment enquiries. NOTE must have assessment_runner and assessment_approver
<b>System Administration</b>	
System Administration Role	This allows user into the administration section.
MIMS Administrator	This allows user to create / modify prescription instructions. NOTE must have admin_role
can edit custom drugs	This allows users to create modify custom drugs and prescriptions instructions. NOTE must have admin_role
<b>Rostering</b>	
Has full Master Roster/Shifts control	permission is not used
Can edit worksheets for Rosters	permission is not used
Can view own roster	permission is not used
<b>Referrals</b>	

Can view referral	This allows user to view patient referrals. It will also warn users in appointments if referral is required if appointment setting has been enabled.
Can edit referral	This allows user to create / modify patient referrals. It will also allow users to access referrals in assessments if user has assessment_runner
<b>Assessments</b>	
Can view assessments	This allows users to view assessments. NOTE must have If user has enquiries_viewer to view enquiry assessments.
Can perform assessments	This allows users to create / modify assessments. NOTE must have If user has enquiries_editor to change enquiry assessments.
Can approve assessments	This allows users to approve an assessment
<b>Notices</b>	
Can create notices	permission is not used
Can delete notices	permission is not used
<b>Pathology / Radiology</b>	
Can view requests / results	This allows users to view pathology / radiology requests and results
Can match results to Patients / Providers	This allows users to match pathology / radiology results to patients and providers if a match is not automatically made
Can edit requests / results	This allows users to create / modify requests and mark results normal / abnormal / archived
<b>Location Details</b>	
Can view location details	This allows users to view locations users have been granted access to through Allowed Locations
Can assign beds	This allows users to view locations users have been granted access to through Allowed Locations
Can override claim processing	This allows users to override failed medicare claims NOTE This should only be done in conjunction with medicare direction
Can edit batches & claims	This allows users to manage medicare claiming sending and receiving information through eclipse
Can onboard In-hospital Claims (IHC)	This allow the system operates the same as if the mode was set to "Paper Based" for all existing functionality.
Can perform banking	This allows users to bank transactions
Can edit HSP batches & claims	This allows users to manage HSP batch claims

Can run statutory reports	This allow user to run statutory report without Admin role
<b>Providers</b>	
Can view location allocated providers	This allows users to view only providers registered at locations granted access to through Allowed Locations
Can view all providers	This allows users to view all providers
Can edit all provider	This allows users to create / update any staff members that have been promoted to providers / medical providers
Can edit provider schedules	permission is not used
Can edit staff allocations	This allows user to see the edit staff allocation button
<b>Documents</b>	
Can view documents	This allows users to view / print documents
Can match document	This allows users to create / edit / mark status and match documents to patients and providers
Can edit document	This allows users to create / edit documents and mark status of documents
<b>Patient Accounts</b>	
Can view account	This allows users to view batches, medicare claims, invoices, medicare online requests and Reconciliation. NOTE It will also provide account warnings in appointments if appointment settings has been enabled.
Can edit account transactions (restricted)	This allows users to view batches, medicare claims, invoices, medicare online requests and Reconciliation as well as create receipts dated with the current date only
Can reverse receipts and invoices older than the current date	Users can reverse statements and invoices older than the current date and can refund receipts older than the current date.
Can alter transactions and receipts dates older than the current date	
Can alter general ledger codes older than the current date	
Can overpay invoices and reallocate combined payments	User can overpay invoices that are already paid when allocating receipts manually and user can reallocate combined payments.
Can alter guarantor on used patient accounts	User can alter a patient account guarantor, location or provider after transactions have already been recorded.

Unbank banked transactions	This allows users to remove a transaction from the banking NOTE This will alter previous accounting reports.
Can edit Provider / Service Location after Invoice created	This permission relates to whether or not users have the ability to edit a medical provider and/or a service location directly within an invoice. For some companies, this capability is highly useful while, for others, it creates operational challenges. We now offer these capabilities as a role-based permission that can be toggled on or off depending on business/operational requirements.
Can edit account adjustments	This allows users to view batches, medicare claims, invoices, medicare online requests and Reconciliation as well as create receipts dated on any day create refunds and adjust invoices.
Can edit account opening balances	This allows users to create and reverse opening balances.
Can add transaction types	This allows user to add new predictions in transaction types for bank, branch and card
Can view OEC and IFC	This allows users to create out-of-pocket hospital expenses for an admission NOTE must have medicare_online_user
Can create OEC and IFC	This allows users to view / create out-of-pocket hospital expenses for an admission NOTE must have medicare_online_user
<b>Other</b>	
Can use Online Services	This allows users to send medicare eclipse requests
Can view CIM sync log	permission is not used
Can send information to Medicare Online	This allows users to send medicare eclipse requests
Can create and edit datasets	This allows users to edit datasets NOTE must have admin_role
Can run dataset reports	This allows users to run dataset reports NOTE must have Can run reports
Can edit Calendar Sessions	This allows user to modify calendar sessions NOTE must have admin_role
<b>Reports</b>	
Can run reports	This allows users to run reports NOTE only html reports
Can save reports	This allows the user to save a report and or make a public report
Can manage public reports	If enabled, a public report, that is not a my report, will have a gear drop down button with the action [Remove From Public] if the user has the "Can manage public reports" permission.
Can export report data	Can export report data
Can run admissions report	This allows users to run admission or midnight admission reports
Can run admissions/separations report	permission is not used
Can run appointment report	This allows user to run the appointments reports
Can run bed summary report	permission is not used

Can run pending transfers report	permission is not used
Can run Patient labels	permission is not used
Can run clinical note report	This allows users to run the Clinical Notes Report
Can run Patient report	This allows users to run the Patient Report
Can run incident report	permission is not used
Can run providers report	permission is not used
Can run assessment report	This allows users to run the Assessment or Enquiry Report
Can run audit items report	This allows users to run the Audit Report
Can run statutory reports	This allow users to run run Statutory Reports
Can access detailed financial records and summaries	This allows users to access the Account Balance for all locations button
<b>Events - are a series of services linked to a staff member, service location and a time.</b>	
Can view own events	can view an event that is attached to the user
Can edit own events	can edit events that are attached to the user allowing them to create general or item services
Can view all events	can see all events and services performed within the event
Can edit all events	can see and edit all events allowing them to create general or item services
Can lock events	can lock the event stopping any future changes to the event being made
Can unlock events	can unlock the event allowing changes to be made to the event again.
Can bulk delete events	This will allow user to delete multiple events at the same time, and also the system does not want to allow users to select non-item services for invoicing,
<b>Imports</b>	
Can create and edit import processes	allows the user to define a dataset to be imported into careright and import trigger class for processing imported data
Can view and run import processes	allows user to run a predefined input trigger class importing data from a third party
<b>Exports</b>	
Can view and run export processes	can export data using export trigger classes for assessments and invoices
<b>Tasks</b>	
Can create new tasks	This allows users to create new tasks
Can view and assign unassigned tasks	This allows users to view tasks that have not been assigned to a user.



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Can view all tasks	This allows users to view all tasks
Can manage task types	This allows user to modify task types under Admin (must have admin_role)
Can Edit all task	This will allow user to Edit all task