

## Which User Access Do I Need?



Click on **Quick Link** [Healthcare Provider Login](#) and click on 'Request User Account', under 'Access Requested', to help you select the correct **Type of Access** in the drop down, view the table below.

If you are the:	Type of Access in drop down:	You will have access to:
<b>Primary Vaccine Coordinator</b> handles vaccine orders, transfers, returns, adds immunizations administered, and enters clinic/staff contact changes, etc. at a CVP clinic.	Primary Vaccine Coordinator (Inventory/Ordering)	<ul style="list-style-type: none"> <li>• Patient Management</li> <li>• Inventory Management</li> <li>• Clinic Tools</li> <li>• Reports</li> </ul>
<b>Backup Vaccine Coordinator</b> handles primary vaccine coordinator duties when the primary is absent.	Backup Vaccine Coordinator (Inventory/Ordering)	<ul style="list-style-type: none"> <li>• Patient Management</li> <li>• Inventory Management</li> <li>• Clinic Tools</li> <li>• Reports</li> </ul>
<b>Clinic Staff</b> searches for patient immunization records, views the recommender, enters immunizations, runs reports such as reminder/recall, inactivates patients at clinic/jurisdiction, print official immunization records, etc.	Clinic Access (Patient Management/Reports)	<ul style="list-style-type: none"> <li>• Patient Management</li> <li>• Reports</li> </ul>
<b>School RN</b> searches for student immunization records, views the recommender, prints official immunization records, and manages student rosters. <i>(This access is not for school based health center nurses who vaccinate as a CVP clinic.)</i>	School Read-Only	<ul style="list-style-type: none"> <li>• Patient Management (Read-Only)</li> <li>• Reports</li> </ul>
<b>Physician Signing the Agreement</b> (or equivalent) as the only staff permitted to sign off on the annual CVP provider profile/agreement. Enters clinic/staff contact changes throughout the year.	Provider Profile Only	<ul style="list-style-type: none"> <li>• Clinic Tools</li> </ul>
<b>State Immunization Program/IAP Program</b> Connecticut Department of Public Health	DPH (State Only)	<ul style="list-style-type: none"> <li>• Dependent on role</li> </ul>
<b>Health Department Director</b> searches for patient immunization records, views the recommender, prints official immunization records, and runs reports.	Health Dept/Director Read-Only	<ul style="list-style-type: none"> <li>• Patient Management (Read-Only)</li> <li>• Reports</li> </ul>