



CareView Account Change Request

When complete please submit the signed form to CareView either via fax to 972.403.7659, as a scanned attachment to support@care-view.com

Hospital Name: Ment Health Biloxi

Available Groups: Risk Manager, Nurse Manager, Charge Nurse, Security, Unit Secretary, Team Leader

First Name	Last Name	Username	Group (from list above)	Site / Unit / Floor Access (as named in CareView)
Chelsea	Baudreaux		Charge nurse	6 th

Note: Additional space available on second page

Change Type (please check the box next to the desired change)

New User (Login)

Please ensure that you fill in all required information for the user in the table above. CareView technical support will create the account, and then a CareView account representative will contact the user directly to complete the account setup, including setting the user's password.

Assign User to a New Group

Please ensure that you fill in all required information for the user in the table above. CareView technical support will make the required permission change.

Remove User (Disable Login)

Please ensure that you specify the first and last name. CareView technical support will make the required permission change. In the event of an urgent issue, please contact CareView technical support at 866-213-0477 to expedite the process of revoking the user's login.

Other

Please specify the requested change in the notes below.

Notes: _____

Divisional Risk Manager Signature (for designating Risk Manager or Designee)

Or Risk Manager Signature (for all other users)

Name (printed): MARY FRANKLIN

Signature: Mary Franklin

Date: 7/29/14