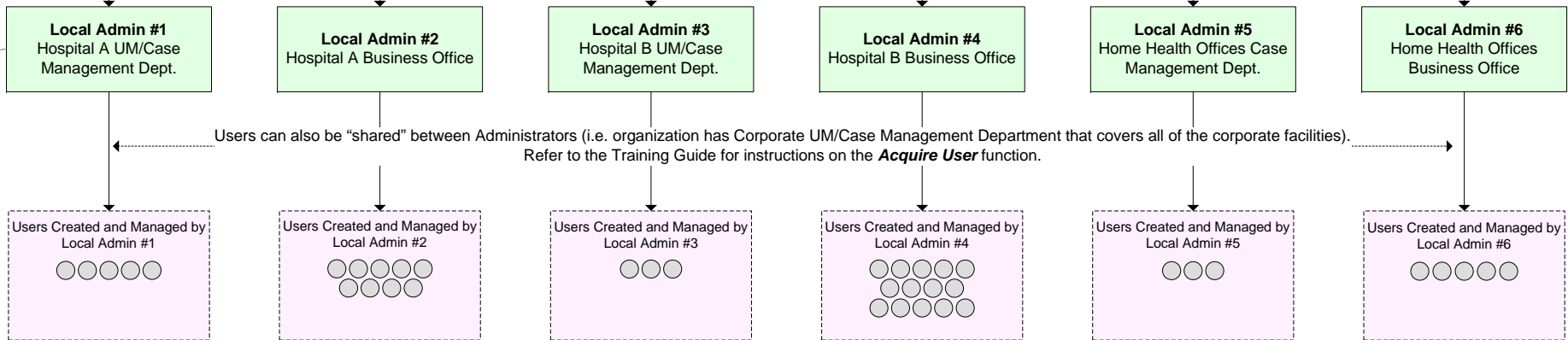


SCENARIO 1 — LARGE CORPORATE HEALTHCARE ORGANIZATION WITH MULTIPLE ENTITIES / DIFFERENT PROVIDER TYPES

Register 1 or 2 individuals from Corporate Structure (i.e. IT Security, Finance, Administration) as the Delegated Administrator (Del Admin)
 Register the same individual(s) as the Del Admin for **every** unique Provider ID belonging to the organization.

The Del Admin might create Local Administrators for each unique facility (provider ID) within the organization. There is no limit to the number of Local Administrators that can be created.

Delegated Admin creates as many Local Administrators as necessary to fit the organization's needs.



A Local Administrator can **only** create users for the facility (provider ID) which was assigned to their profile by the Del Admin. A Local Administrator can have multiple facilities for which they are responsible. Local Administrators **can not** create Local Administrators.

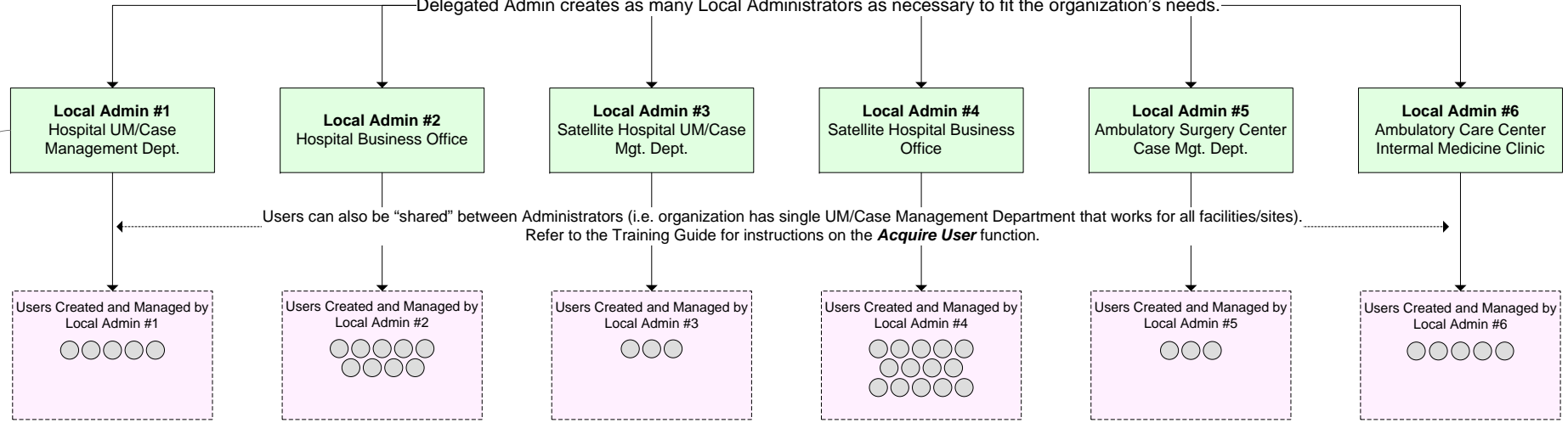
- Key points for maximizing benefits of User Administration Console Version 2.1**
- 1) Minimize the number of Delegated Administrators to 1 or 2
 - 2) Evaluate your corporate organizational structure for possible strategies
 - 3) Maintain the Delegated Administrator(s) at a high security level within the organization such as within the IT Department
 - 4) For organizations with multiple unique provider ID numbers, use the same Delegated Administrators for all unique ID numbers
 - 5) Create multiple Local Administrators to address the needs of individual organizations/entities within the corporate structure or even within a single department
 - 6) Allow the Local Administrators to handle the day-to-day issues of managing individual users
 - 7) Allow Delegated Administrators to handle high-level security access (creating Locals)

SCENARIO 2 — LARGE TEACHING ORGANIZATION (WITH OR WITHOUT MULTIPLE PROVIDER TYPE ENTITIES)

Register 1 or 2 individuals from Senior Administrative Level (i.e. IT Security, Finance, Administration) as the Delegated Administrators (Del Admin)
 Register the same individual(s) as the Del Admin for every unique Provider ID belonging to the organization.

The Del Admin might create Local Administrators for each unique facility (provider ID) OR site of care within the organization. There is no limit on the number of Local Administrators that can be created. Create the number necessary to meet the workflow processes of the teaching institution.

Delegated Admin creates as many Local Administrators as necessary to fit the organization's needs.



A Local Administrator can **only** create users for the facility (provider ID) which was assigned to their profile by the Del Admin. A Local Administrator can have multiple facilities for which they are responsible. Local Administrators **can not** create Local Administrators.

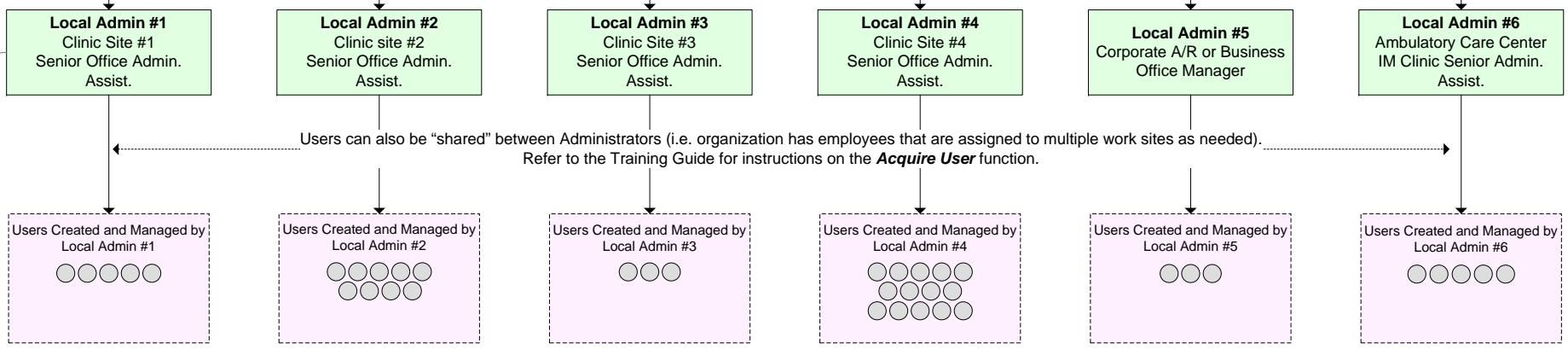
- Key points for maximizing benefits of User Administration Console Version 2.1**
- 1) Minimize the number of Delegated Administrators to 1 or 2
 - 2) Evaluate your corporate organizational structure for possible strategies
 - 3) Maintain the Delegated Administrator(s) at a high security level within the organization such as within the IT Department
 - 4) For organizations with multiple unique provider ID numbers, use the same Delegated Administrators for all unique ID numbers
 - 5) Create multiple Local Administrators to address the needs of individual organizations/entities within the corporate structure or even within a single department
 - 6) Allow the Local Administrators to handle the day-to-day issues of managing individual users
 - 7) Allow Delegated Administrators to handle high-level security access (creating Locals)

SCENARIO 3 — LARGE AMBULATORY CARE ORGANIZATION (WITH OR WITHOUT MULTIPLE PROVIDER TYPE ENTITIES)

Register Individual from Corporate/Senior Level (i.e. IT Security, Finance, Administration) as the single Delegated Administrator (Del Admin)
Register as Del Admin for **every** unique Provider ID belonging to the organization

The Del Admin might create Local Administrators for each unique provider ID OR site of care within the organization. There is no limit on the number of Local Administrators that can be created. Create the number necessary to meet the workflow processes of the teaching institution.

Delegated Admin creates as many Local Administrators as necessary to fit the organization's needs.

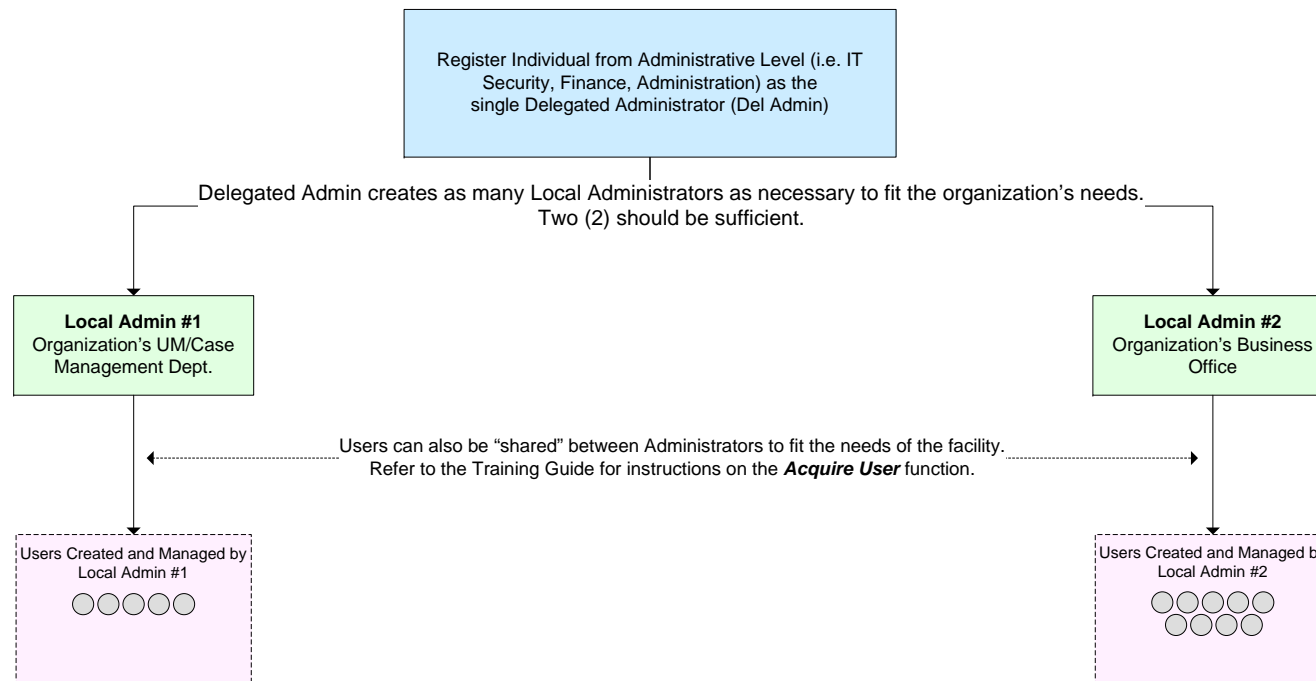


A Local Administrator can **only** create users for the facility (provider ID) which was assigned to their profile by the Del Admin. A Local Administrator can have multiple facilities for which they are responsible. Local Administrators **can not** create Local Administrators.

Key points for maximizing benefits of User Administration Console Version 2.1

- 1) Minimize the number of Delegated Administrators to 1 or 2
- 2) Evaluate your corporate organizational structure for possible strategies
- 3) Maintain the Delegated Administrator(s) at a high security level within the organization such as within the IT Department
- 4) For organizations with multiple unique provider ID numbers, use the same Delegated Administrators for all unique ID numbers
- 5) Create multiple Local Administrators to address the needs of individual organizations/entities within the corporate structure or even within a single department
- 6) Allow the Local Administrators to handle the day-to-day issues of managing individual users
- 7) Allow Delegated Administrators to handle high-level security access (creating Locals)

SCENARIO 4 — SINGLE UNIQUE PROVIDER (I.E. A LOCAL COMMUNITY HOSPITAL, AMBULATORY SURGERY CENTER)



Key points for maximizing benefits of User Administration Console Version 2.1

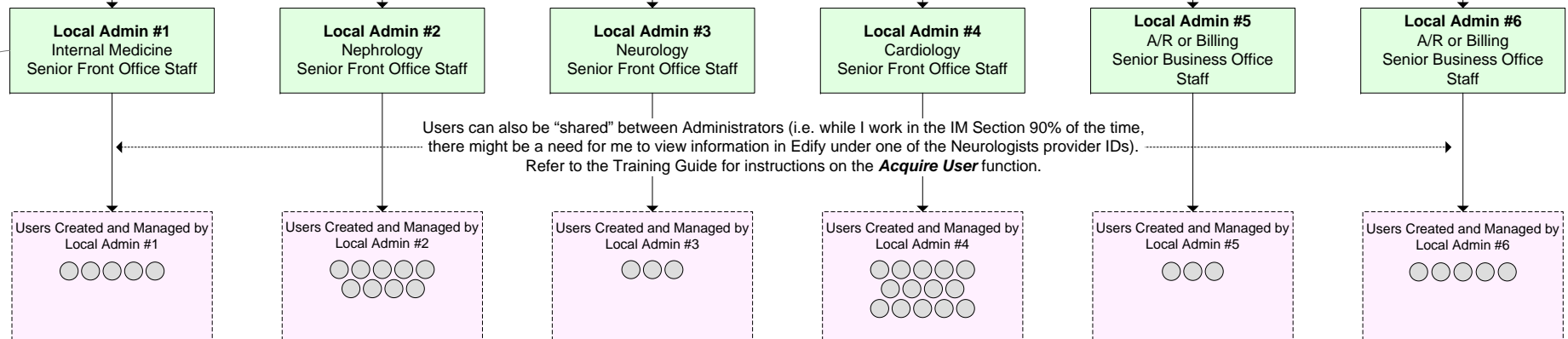
- 1) Minimize the number of Delegated Administrators — one should be sufficient for single entity
- 2) Evaluate your organizational structure for identification of possible Local Administrator needs
- 3) Maintain the Delegated Administrator(s) at a high security level within the organization such as within the IT Department
- 4) Create multiple Local Administrators to address the needs of individual organizations/entities within the corporate structure or even within a single department
- 5) Allow the Local Administrators to handle the day-to-day issues of managing individual users
- 6) Allow Delegated Administrators to handle high-level security access (creating Locals)

SCENARIO 5 — LARGE PHYSICIAN PRACTICE WITH MULTIPLE PHYSICIAN PROVIDERS & SPECIALTIES

Register Individual from Senior Level (i.e. Senior Business Office Admin.) as the single Delegated Administrator (Del Admin)
 Register as Del Admin - Suggest the Del Admin uses the Group Billing ID to register as Del Admin for every physician within the practice with a single ID number

The Del Admin might create Local Administrators for each specialty within the practice and for the Billing/Accounts Receivable Office. There is no limit on the number of Local Administrators that can be created.

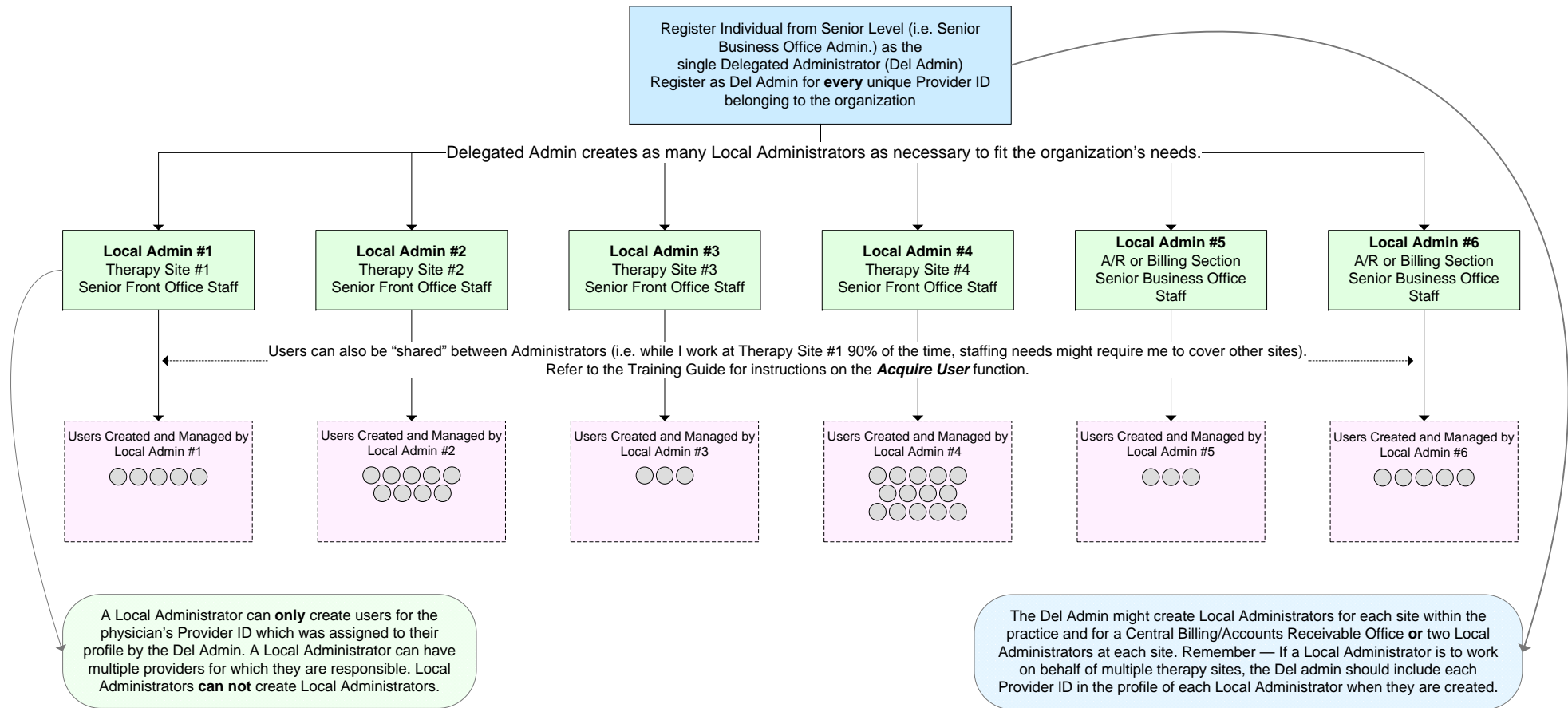
Delegated Admin creates as many Local Administrators as necessary to fit the organization's needs.



A Local Administrator can **only** create users for the facility (provider ID) which was assigned to their profile by the Del Admin. A Local Administrator can have multiple facilities for which they are responsible. Local Administrators **can not** create Local Administrators.

- Key points for maximizing benefits of User Administration Console Version 2.1**
- 1) Minimize the number of Delegated Administrators to 1 or 2
 - 2) Evaluate your corporate organizational structure for possible strategies
 - 3) Maintain the Delegated Administrator(s) at a high security level within the organization such as within the IT Department
 - 4) For organizations with multiple unique provider ID numbers, use the same Delegated Administrators for all unique ID numbers
 - 5) Create multiple Local Administrators to address the needs of individual organizations/entities within the corporate structure or even within a single department
 - 6) Allow the Local Administrators to handle the day-to-day issues of managing individual users
 - 7) Allow Delegated Administrators to handle high-level security access (creating Locals)

SCENARIO 6 — LARGE OUTPATIENT THERAPY ORGANIZATION WITH MULTIPLE SITES/PRACTICES

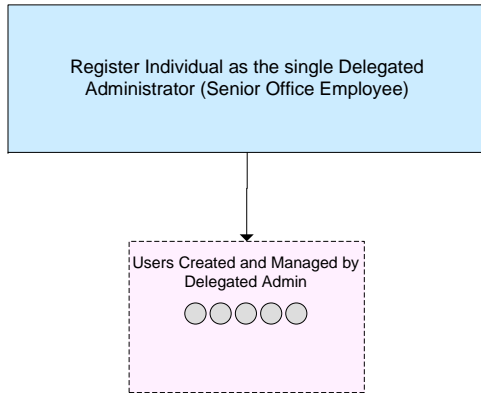


Key points for maximizing benefits of User Administration Console Version 2.1

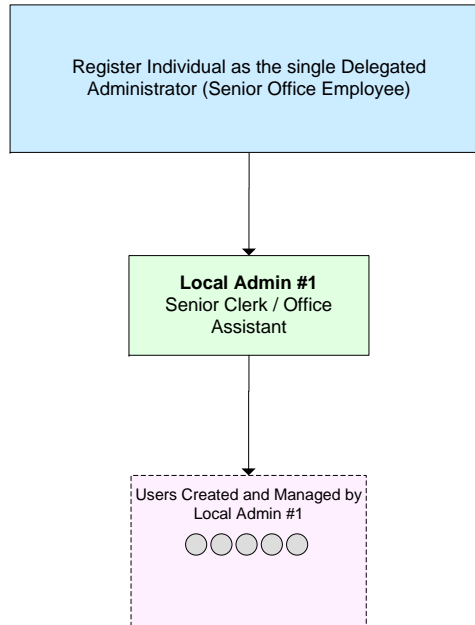
- 1) Minimize the number of Delegated Administrators to 1 or 2
- 2) Evaluate your corporate organizational structure for possible strategies
- 3) Maintain the Delegated Administrator(s) at a high security level within the organization such as within the IT Department
- 4) Allow the Local Administrators to handle the day-to-day issues of managing individual users
- 5) Allow Delegated Administrators to handle high-level security access (creating Locals)

SCENARIO 7 — SMALL PHYSICIAN PRACTICE OR OTHER SINGLE ENTITY (THREE OPTIONS)

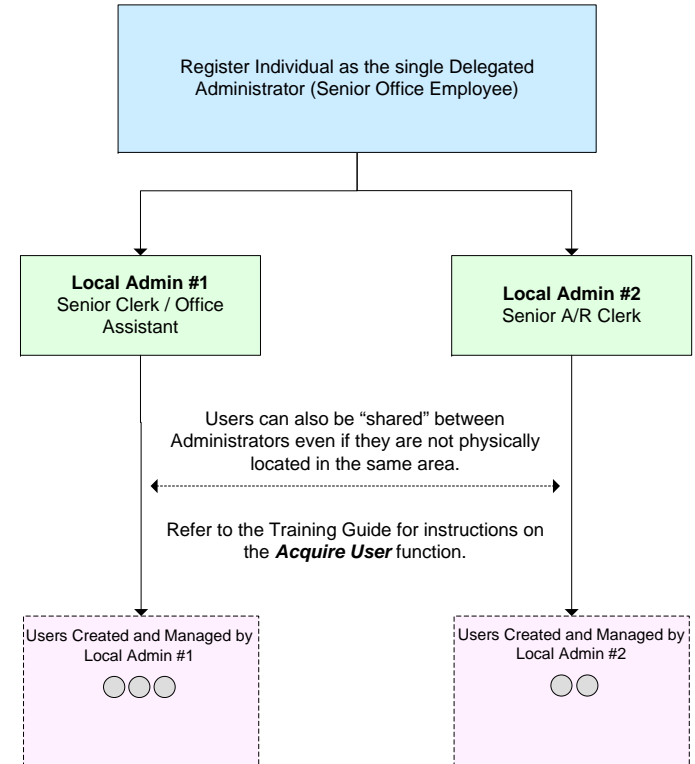
Option 1



Option 2



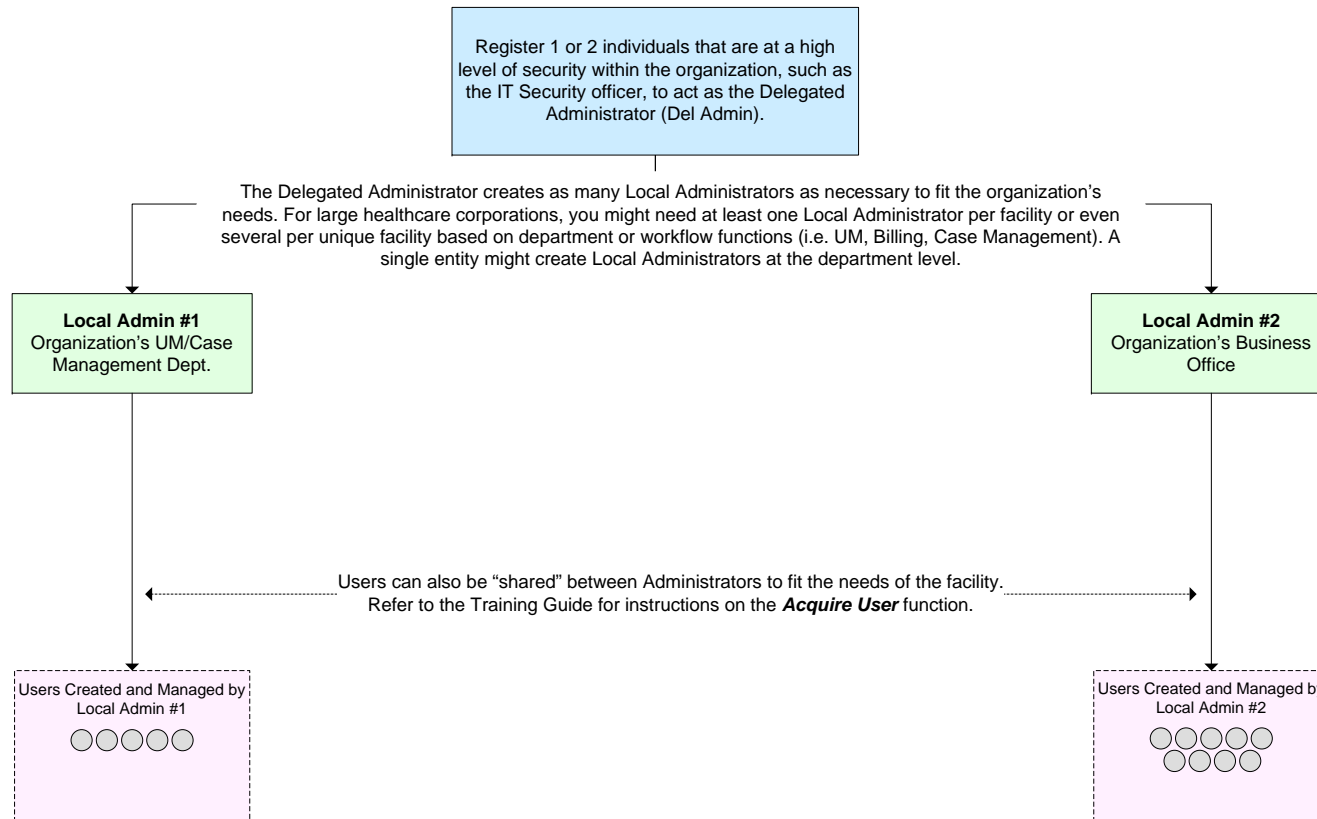
Option 3



Key points for maximizing benefits of User Administration Console Version 2.1

- 1) Select the option that best fits the office organization
- 2) Remember, your Del Admin (might be your Office Manager) can always manage users when a Local is unavailable

SCENARIO 8 — SINGLE ENTITIES OR LARGE CORPORATE STRUCTURES



Key points for maximizing benefits of User Administration Console Version 2.1

- 1) Minimize the number of Delegated Administrators — one should be sufficient for single entity
- 2) Evaluate your organizational structure for identification of possible Local Administrator needs
- 3) Maintain the Delegated Administrator(s) at a high security level within the organization such as within the IT Department
- 4) Create multiple Local Administrators to address the needs of individual organizations/entities within the corporate structure or even within a single department
- 5) Allow the Local Administrators to handle the day-to-day issues of managing individual users
- 6) Allow Delegated Administrators to handle high-level security access (creating Locals)