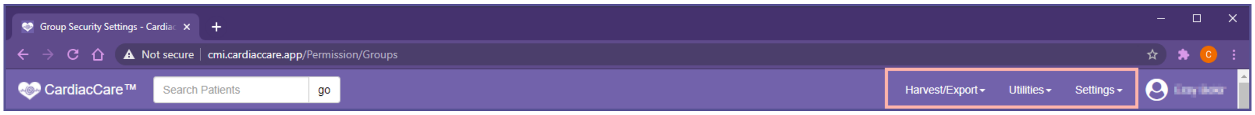
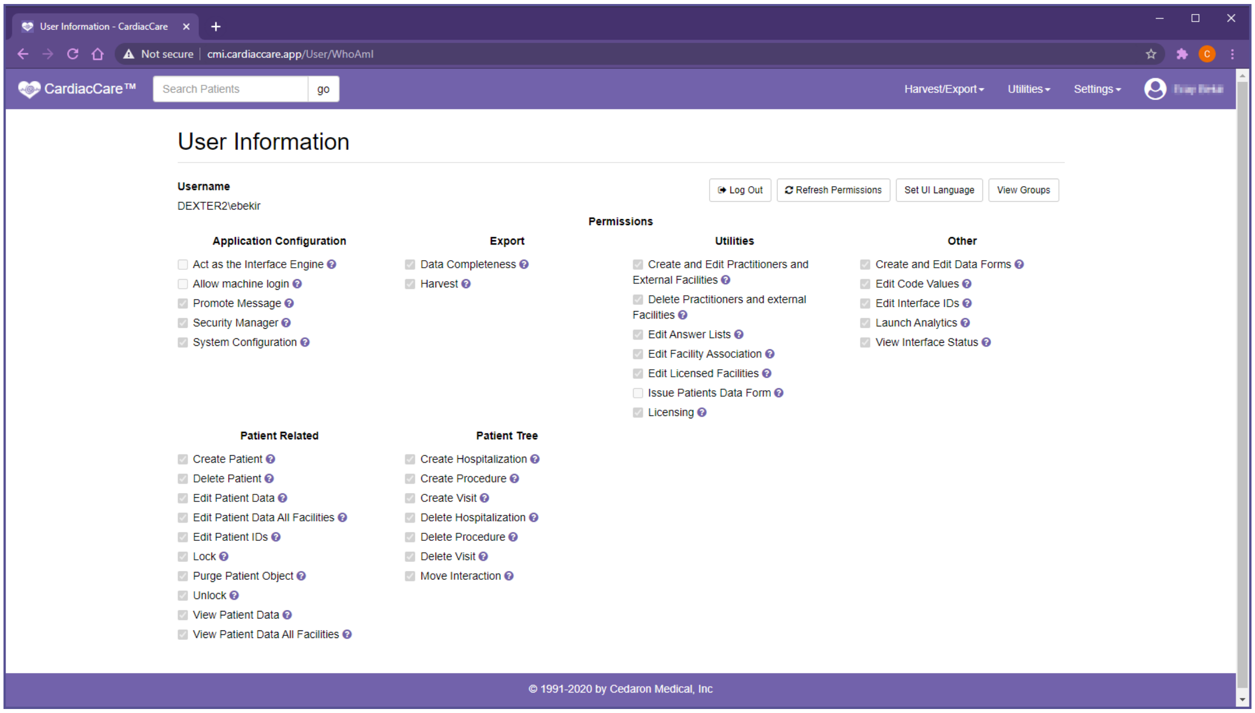
Security Manager & Group Permissions

The menus, and the menu options within each menu, available to each user are dependent on that user's permissions.


Group Security Settings - Cardiac
Not secure | cmi.cardiaccare.app/Permission/Groups
CardiacCare™
Search Patients
go
Harvest/Export
Utilities
Settings

CardiacCare simplifies user permissions and management by integrating with an organization's existing Active Directory structure. This means that CardiacCare will read user groups from an organization and allow permissions to be assigned to those groups. There is no need to create groups specifically for CardiacCare, if users already belong to the needed groups. However, some organizations may choose to create custom groups within their Active Directory for managing/assigning permissions to users of the CardiacCare application, and that is supported as well.

NOTE: It is strongly recommended that permissions be managed at the group level and not the individual user level within CardiacCare.



User Information

Username
DEXTER2\ebekir

Permissions

Application Configuration
- ☐ Act as the Interface Engine
- ☐ Allow machine login
- ☑ Promote Message
- ☑ Security Manager
- ☑ System Configuration

Export
- ☑ Data Completeness
- ☑ Harvest

Utilities
- ☑ Create and Edit Practitioners and External Facilities
- ☑ Delete Practitioners and external Facilities
- ☑ Edit Answer Lists
- ☑ Edit Facility Association
- ☑ Edit Licensed Facilities
- ☐ Issue Patients Data Form
- ☑ Licensing

Other
- ☑ Create and Edit Data Forms
- ☑ Edit Code Values
- ☑ Edit Interface IDs
- ☑ Launch Analytics
- ☑ View Interface Status

Patient Related
- ☑ Create Patient
- ☑ Delete Patient
- ☑ Edit Patient Data
- ☑ Edit Patient Data All Facilities
- ☑ Edit Patient IDs
- ☑ Lock
- ☑ Purge Patient Object
- ☑ Unlock
- ☑ View Patient Data
- ☑ View Patient Data All Facilities

Patient Tree
- ☑ Create Hospitalization
- ☑ Create Procedure
- ☑ Create Visit
- ☑ Delete Hospitalization
- ☑ Delete Procedure
- ☑ Delete Visit
- ☑ Move Interaction

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Permission Management Process

When Cedaron first configures CardiacCare for an organization, Cedaron will ask for the name of the group of those who will be managing user accounts (*User Account Administrators*). Cedaron will assign two permissions to that group, which will then allow users in that group to be able to manage all further permissions within the organization. These two permissions are:

❖ Security Manager	❖ Edit Facility Association

Note: The Edit Facility Association permission cannot be assigned out to another group unless the person assigning already belongs to a group which has this permission – i.e. the Security Manger permission alone is not enough to grant out this permission

Cedaron will also ask for the names of the groups for these roles:

❖ User Account Administrators	❖ System Administrators
❖ Data Abstractors	❖ Power Abstractors

After groups are created and permissions are assigned, the maintenance of groups is made simple using Active Directories. Assigning users to groups is done by the organization's IT group in Active Directory.

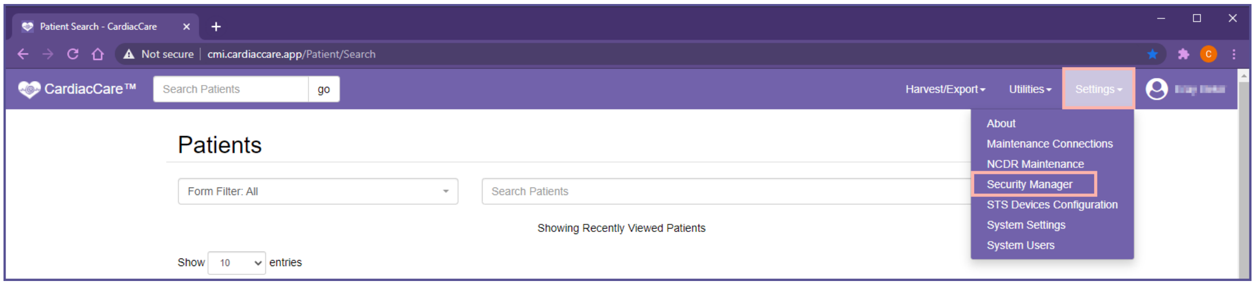
How Permissions Work

In CardiacCare, permissions are "allow permissions." Unlike Windows there is not a way to specify a "deny permission." This was done to simplify the permission process and the way people tend to consider permissions. Therefore, if a permission is granted (**checked**) to a group that group can perform that action within the system. To prevent a group from being able to perform an action the permission is simply removed (**unchecked**).

Accessing & Updating Group Permissions

For admin users who do have the ability to update permissions:

1. Hover over **Settings** in the menu bar.
2. Click on **Security Manager** in the dropdown.



The Group Security Settings screen will open.

In this screen, admin users may:

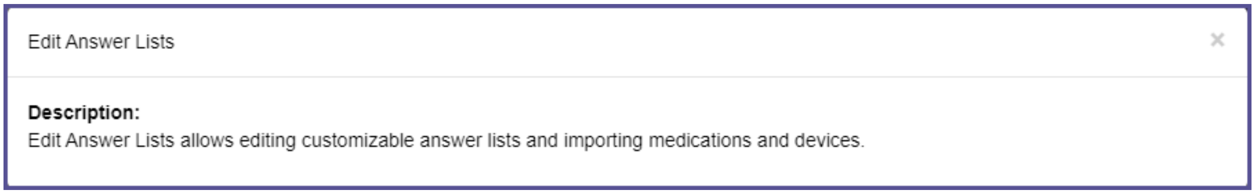
1. Edit the permissions of an existing group:
   - Click on the group name in the left-hand side under Groups, that will be edited.
   - Then check the permissions, in the center of the screen, the group should have or uncheck permissions, that the group should not have.

   - For organizations with multiple facilities, the facilities which the user groups can access can also be set here.
- Once all edits have been completed, scroll to the bottom of the page and click **Save**.

2. Create a new group:
   - Type in the new group name in the bar on the left-hand side, above the group names.
   - Then click the plus symbol (**+**) to the right of the name to create the group.
   - Once the group is created, in the middle of the screen check to apply all the applicable permissions for that group and set facilities for the group (if applicable).
   - Once all edits have been completed, scroll to the bottom of the page and click **Save**.

NOTE: If you are unsure what a permission does, click the question mark symbol at the end of each permission to display a description of what turning on that permission does.

Example:

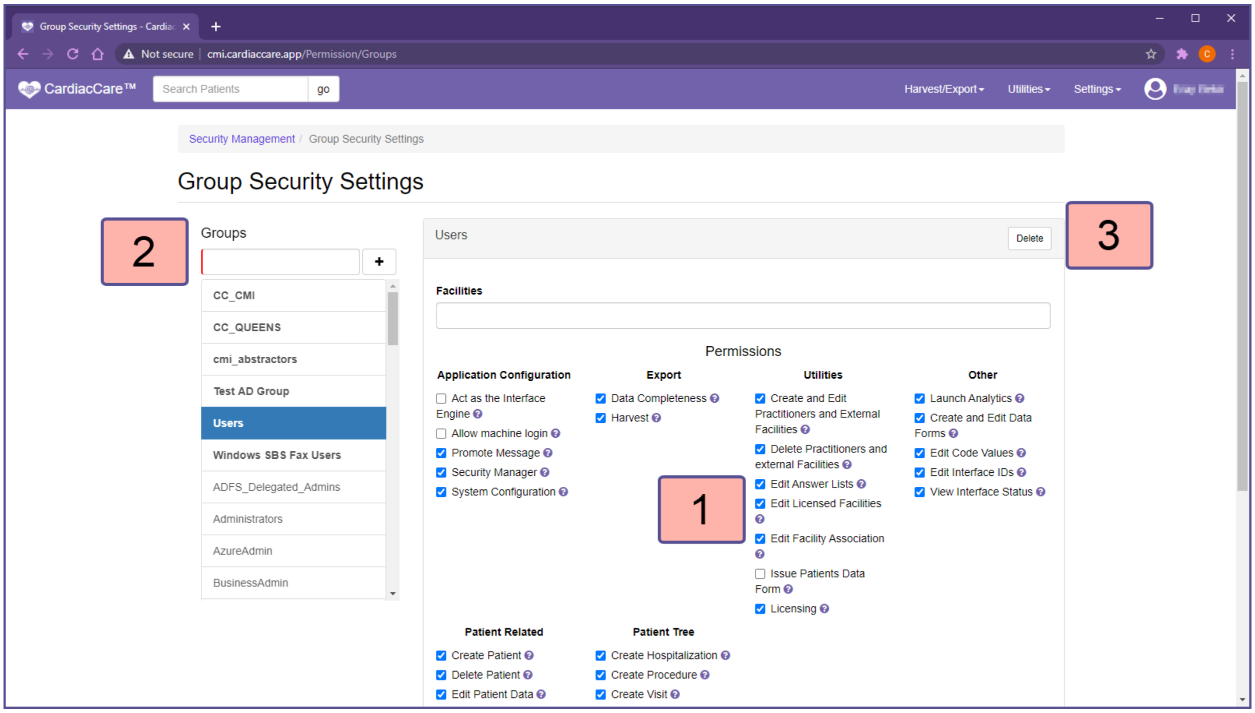


Edit Answer Lists ×

Description:
Edit Answer Lists allows editing customizable answer lists and importing medications and devices.

3. Delete an existing group:
   - Click on the name of the group, in the list of groups on the left-hand side, to be deleted.
   - Click Delete in the upper right, above the permissions for that group.

Note: Only delete a group after double checking that the group should be deleted since deleting a group will potentially affect multiple individual users.



Group Security Settings - Cardiac ×
+
Not secure | cmi.cardiaccare.app/Permission/Groups
CardiacCare™
Search Patients
go
Harvest/Export ▾
Utilities ▾
Settings ▾
[redacted]
Security Management / Group Security Settings
2
3
1
Delete
+

Group Security Settings

Groups

CC_CMI
CC_QUEENS
cmi_abstractors
Test AD Group
Users
Windows SBS Fax Users
ADFS_Delegated_Admins
Administrators
AzureAdmin
BusinessAdmin

Users

Facilities

Permissions

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