CMHCM **CIGMMO Access Request**

User name: _____

Provider: _____

Supervisor: _____

Type of access requested - select one:

Billing ☐ *Select this option for billing access. Phone training to be provided by Payables team.*	**Clinical** ☐ *Select this option if the user is a licensed provider staff who enters documentation for services directly into CIGMMO, even if they are a supervisor. Training required and scheduled once credentials verified.*
PCP/Chart View ☐ *Select this option if the user views consumer charts, trains on person-centered plans (PCP), and/or uploads documents. No formal training provided or required.*	**Clinical Supervisor** ☐ *Select this option if the user is a clinical supervisor of provider staff and will only view consumer charts and enter consultation notes in CIGMMO. Training required and scheduled once credentials verified.*
Home Manager ☐ *Select this option if the user enters and manages Specialized Residential documentation and reports in CIGMMO. No formal training provided or required.*	**Direct Care Worker** ☐ *Select this option if the user will be entering Specialized Residential documentation in CIGMMO. No formal training provided or required.*
ABA Transcription ☐ *Select this option if the user will be data entering autism forms to be signed by an ABA clinician.*	**Autism Administration** ☐ *Select this option if the user needs access to everything in the PCP/Chart View plus the ability to add non-billable notes.*

****A signed CMHCM Computer Use Agreement MUST accompany <u>all</u> access requests****

Please complete the following information for ***<u>Clinical staff</u>*** requesting access:

Start Date: _____

Professional License: _____

Other Credentials (QBHP, CMHP, QMHP, QIDP): _____

NPI: _____

Degree: *(highest achieved – check one)*

Physician Medical	☐	Bachelor's Degree	☐
Doctorate	☐	Associate's Degree	☐
Master's Degree	☐	High School Diploma	☐

Please send completed form and signed CMHCM computer use agreement to:
CMHCM Provider Network Team providernetwork@cmhcm.org