

## NISPAC User titles and capabilities

See table below for the **proposed** NISPAC User titles and capabilities.

User (Role) Title	Capabilities
<b><u>NISPAC</u> Site Coordinator</b>	<ul style="list-style-type: none"> <li>Can register for one or more RACHs</li> <li>Can manage (approve/decline) user registrations</li> <li>Can deactivate registered users</li> <li>Can reassign NISPAC Site Coordinator role to another user.</li> <li>Can access all private NISPAC (back page – portal) resources</li> <li>Can submit annual surveillance plans</li> <li>Can submit surveillance module data</li> <li>Can generate reports (single and combined)</li> <li>Can download (export) submitted data</li> </ul>
<b><u>NISPAC</u> Site User</b>	<ul style="list-style-type: none"> <li>Can register for one or more RACHs</li> <li>Can access all private NISPAC (back page -portal) resources</li> <li>Cannot submit nor modify annual surveillance plans</li> <li>Can submit data (including via the surveillance plan)</li> <li>Can generate reports (single and combined).</li> </ul>
<b><u>NISPAC</u> Executive Administrator</b>	<ul style="list-style-type: none"> <li>Can register for <b><u>ALL</u> RACHs</b> within their participating provider group</li> <li>Can check annual surveillance plans for RACH participation progress</li> <li>Can generate reports (single or combined by all or by state/territory)</li> <li>Can download (export) submitted data</li> <li>Can add new RACH to their network (provider group)</li> <li>Can modify currently listed RACHs within their network.</li> </ul>
<b>External user</b> (eg: Student)	<ul style="list-style-type: none"> <li>Cannot submit data</li> <li>Cannot generate reports.</li> <li>Can access private NISPAC (portal - back page) resources</li> </ul>
<b>NISPAC Employee</b>	<ul style="list-style-type: none"> <li>Can manage (approve/decline) user registrations</li> <li>Can access and update all private resources</li> <li>Can add new RACHs to the NISPAC database</li> <li>Can access all Australian RACH data</li> <li>Can submit or modify data</li> <li>Can generate reports (single or combined by all or combined by state/territory)</li> <li>Can download (export) submitted data (single RACH and aggregate)</li> <li>Can load documents onto NISPAC website (front and portal - back page)</li> </ul>

RACH= Residential Aged Care Home