

T-Log without an Individual

T-log without an Individual is a feature that allows users to log in without an individual record. This is useful for users who are not associated with a specific individual but need access to the system. To configure this, go to **Provider Setup Administrative T-Log** and select **T-Log without an Individual**.

- **T-Log Without an Individual** configuration options

1. **Admin tab** > **Provider** > **Preferences**

To Do	General	
Individual	Provider	Preferences Password Policy
Health	User	New List Import from Excel Search Imported Excel Titles New Title Assign External System ID Self Password Reset
Billing	Change Password	User List
Admin	User Privileges	Manage Archive Legacy Archive Upto Jul 2011
Agency Reports	Splash Message	Create Update/Delete
Individual Home Page		

Provider Preference

Provider Preference ?

Session Timeout (Minutes)

* Session Timeout (Minutes)

60

Provider Logo

Logo



Logo Preference in PDF

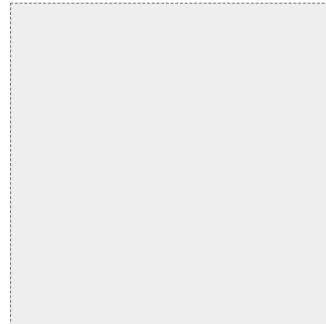
NOTE: Your logo will be resized to fit according to your selected size.

No Logo

Small Size

Medium Size

Large Size



Calendar Preference

* Starting Day of Week

Sunday

T-Log

Allow creating a T-Log without an individual? Yes No

Enable Time In and Time Out Yes No

2. **T-Log section-**, **Allow creating a T-Log without an individual** Yes
 No

T-Log

Allow creating a T-Log without an individual? Yes No

Enable Time In and Time Out Yes No

Therap **Enable Time-In and Time-out** Yes No
 T-Log Time-in Time-out

T-Log

Allow creating a T-Log without an individual? Yes No

Enable Time In and Time Out Yes No

3.

Cancel

Save

• **T-Log Program Access** □□□□ □□□□□

1. **Admin tab** □□ **User Privileges** □□□□□□□□ □□□□ **Manage** □□□□□ □□□□□ □□□□□

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2. **User List** □□□ □□□□ □□□□□ □□□□□□□□ □□□□□

User List

Login Name ↑	First Name	Last Name	Title	Employee ID	Status All ▾	Status Action	Lock / Unlock All ▾	Lock / Unlock Action
karl	Isaac	Karl	Administrator		Active	Deactivate	Unlocked	Lock
mercy	Mercy	Hape	Special Education Teacher		Active	Deactivate	Unlocked	Lock
marie	Marie	Anne	Teacher		Active	Deactivate	Unlocked	Lock

Showing 1 to 3 of 3 entries < 1 >

[Export to Excel](#)

□□□□□ □□ **Login Name** □□ □□□ □□□□□ □□□□□ □□□□□ **User Privilege** □□□□□ □□□□□ □□□

3. Agency Wide and Administrative Roles □□□□□□□□ **T-Log Program Access**
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Agency Wide and Administrative Roles

Administrative Roles

- Super Admin
- ISP Data Dashboard
- User
- IDF Admin
- Provider Setup
- Activity Tracking
- Admin Report
- Caseload
- User Privilege
- Shared Contact
- Billing Admin
- Custom User Group
- Personal Finance
- Reset Password
- Billing Restriction Override
- Scoring Method
- Assessment & Screening Admin

Module Roles

- Event Summary
- T-Log Program Access ←
- ISP Billing Conversion
- Case Note Billing Conversion
- Labtest Create
- ISP Program Template Submit
- ISP Program Template Approve
- ISP Program Template View
- Employer Management
- Job Development
- Report Library
- Assigned Report View
- Time Tracking Template Management
- Provider Questionnaire Form Submit Self Created
- Provider Questionnaire Form Submit
- Provider Questionnaire Form Update
- Provider Questionnaire Form View
- Behavior

SComm Roles

- Enable Full SComm
- Individual Care SComm Send Only
- Enable Limited SComm

Common Roles

- Enable 13 Months Search (T-Log, GER)
- Create Data on Inactive Individuals
- Access to Multi-Individual Event
- Export Excel
- Signature Delete

Electronic Billing

- Billing Claim Create
- Billing Claim Update
- Billing Claim Send
- Billing Claim Status Check
- Billing Claim Delete
- Eligibility Inquiry

Cancel

Save

XXXXXXXXXX XXXXXX XXX XXXX **User Privilege** XXXXXX XXXXX **Save** XXXXXX XXXXXX XXXXXX

Dashboard Your new Privileges are currently in effect

Dashboard | Quick Links

Therap Global Demonstration Provider
 Mariam Hossain, Special Educator

[Logout](#)

Your new Privileges are currently in effect.

Program:	No Program Selected	Choose Program
Profile:	Initial	
Module:	<input type="text" value="Search"/>	

- To Do
- Individual
- Health
- Billing
- Admin
- Agency Reports

General

Provider	Preferences Password Policy
User	New List Import from Excel Search Imported Excel Titles New Title Assign External System ID Self Password Reset
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Issue Tracking

- New
- My Issues

SComm

- Inbox
- Sent Items
- Compose
- Drafts
- Custom User Group
- Message Audit
- Delete Message Content