# Create New User (0000 00000000 0000000 0000000)

**IERO** Global

Person-Centered. Data-Driven.

# 1. Admin (000000) 000000 00000 00000000



# 2. User (\_\_\_\_\_\_\_) \_\_ \_\_\_ **New** (\_\_\_\_) \_\_ \_\_\_\_



To Do		General
Individual	Provider	Preferences   Password Policy
Health		New List   Import from Excel   Search Imported Excel
Agency	User	Assign External System ID   Self Password Reset
Billing	Title	New   List   Import from Excel   Search Imported Excel
Admin	Change Password	User List



#### Create New User

User Information		
* First Name	Jhon	
* Last Name	Albert	
* User Initials	JA	
* Login Name	jhon	
* Password	•••••	Weak Medium Strong
* Confirm Password		
Ignore Password Policy	O Yes  No	
* Time Zone	Asia/Manila	r

# 000: 000000 000000 **8** 0000 0000 0000000

# 



Create New	User				
User Information					
* First Name	Jhon				
* Last Name	Albert				
* User Initials	JA	Q	~		
* Login Name	Select Initial				×
* Password					
* Confirm Password	<i>ر</i> ۲.				
Ignore Password		JAT	JAR	JAE	
Policy		JAB	JAL	JAO	_
* Time Zone		JA1	JA2	JA3	
		JA4	JA5	JA6	
		JA7	JA8	JA9	
				ŀ	

Account Settings			
Status	Active		



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Title		
	Create New Title	

* Title	Special Education Teacher	
Description		
	About 255 characters left	
	Save	

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Back	E		Bac	k																																		3	Sa	ve	-

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# Basic Information ( COUNTRY CO

Personal Information	on
Basic Information	
Photo	Add Image
User Name	John Albert
User Initials	JA
Title	Special Teacher
Gender	● Male ⊖ Female ⊖ Other
Date of Birth	01/01/1998
License Number	
SSN	
ID(s)	- Please Select -
	+ Add



Contact Information	ı			
Address	12234 Main Street			
	Street 1		Street 2	
	Anytown	State 🗸	012345	Philippines -
	City	State	Zip Code	Country
Phone Number	012346985 Home			
	01234567890 Mobile			
	Temporary	Extension		
Phone Number Comments				
E-Mail Address	demo@demoaccoun	i.com		

#### **Preferences** (<u>DDDDDDDDDDD</u>) <u>DDDDD</u>,**Time Zone** (<u>DD</u><u>DDDDDD</u>) <u>DDDDDDD</u> <u>DD</u> DDDDDDDD

Preferences		
* Time Zone	Asia/Manila -	
Enable Notification		



Additional Contact	nformation	
Employer/Work Info	rmation	
Work Phone Number	234875 Extension	]
Fax Number		]
Emergency Contact	Julia Albert	]
Phone Number	1234567890 +880	]
Emergency Contact	2	
Name	Jason Albert	]
Phone Number	1334567890 +880	

EVV		
EVV ID		
EVV Caregiver Type	- Please Select -	•

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# 9. 00000000000 000000 0000000 000000 (Save) 00000 00000 0000000

Cancel			Save

# 

	Successfully update	d.	
Back to Form   List			
Actions			
Create New User Go to User Privilege			

#