

Ohio Department of Health

Facility Administrator Support Document (FASD)

As the identified administrator for the Maternal Child Health Integrated Data System (MCHIDS) website you are responsible for user management within your facility/facilities (i.e. new user additions, account updates and de-activation/removal). This form may be used to create a new user role, or it may be used to modify or remove an existing MCHIDS role. Please choose one:

CREATE **MODIFY** **REMOVE**

Name of Administrator: _____

Your Title: _____

Date: _____

Facility Name: _____
(Indicate the Facility or Clinic name here)

Facility Address: _____

Facility Address 2: _____

City: _____ State _____ Zip _____

Email Address: _____

Phone Number: _____

Name of person in charge of the institution: _____

Title of person in charge of institution: _____