APD INFORMATION SYSTEMS ACCESS AUTHORIZATION
Type A Area Agency on Aging Individual User Profile
for Management of OAA And OPI Programs

Check only applicable choices:	☐ **Add** a New User ID (<u>indicate RACF ID of a User at same address:</u>　　　) ☐ **Modify** Access　　☐ **Reinstate** User　　☐**Revoke** User ☐ Change name on User ID *(NAME IS MODIFIED IN SYSTEM, RACF ID REMAINS SAME)*
Employed By:	AAA Name:　　　　　　　　　　　　　Agency Acronym: AAA Contractor:　　　　　　　　　　☐ Other (Specify)
Default/Home Branch #:	Other AAA branch #'s:

User Information *("User" is the person whose account is being affected)*

Name　First, M.I., Last		RACF ID (LEAVE BLANK IF NOT ASSIGNED YET)	Effective Date
Empl ID/or last 5 SSN #:	PositionTitle	Email Address	
Work Address, City and Zip			Phone

MCADVSD use only: ☐ Citrix processed　☐ Mainframe pw　☐ OA pw

Manager Information

Name　First, MI, Last	Position Title
Division/Work Unit (IF APPLICABLE)　　Phone	Email
Signature	Today's Date

User access setup:
For Enhancing Equity and District Center employees choose all that apply to applicants job function.

☐ Options Counseling　　　　　　　　　☐ Evidence Based Health Promotion Registration

☐ Information & Assistance　　　　　　　☐ Transportation Coordinator

☐ Oregon Project Independence (OPI) Case Management　　☐ SHIBA Coordination

☐ Older Americans Act (OAA) Case Management　　☐ Program Management & Coordination

☐ Processing home care worker vouchers