

GAIN ABS Access & Management

This form authorizes staff to obtain a GAIN ABS Staff Account for your agency. All staff who use the GAIN ABS system must obtain an individual account. Provider agencies are responsible for managing access to GAIN ABS and for notifying Francesca McKean (fmckean@chestnut.org) at Chestnut Health Systems of any changes.

Fax completed form to Francesca McKean @ 309-451-7762.

Date:

Agency Name:

Address:

Program Type:

A-CRA/ACC

FBR

MDFT

IPV FAIR

MST

MST-BSF

MST-PSB

SAFE-FR

OTHER:

If applicable, name or location of team:

Part II. User Information

Staff Name:

Email:

Phone:

Ext:

Supervisor Name:

Supervisor Email:

CHS Use Only*

ABS ID*:

Initials*:

Has this staff used the GAIN at another agency?

YES

NO

If yes, at what agency?

Part III. User Role/Permissions

Assigning roles controls the level of access staff have to client information entered in the ABS system.

Please assign one role from the list below.

Office Clerk

Data entry, and read-only and print capability for reports.

Clinician

Office clerk permissions plus data entry and report editing

Clinical Supervisor

All other permissions plus can delete client records

Will this staff person be a GAIN DATA MANAGER for your program?

YES

NO

NOTE: Data Managers must attend a one-hour online training to learn how to complete GAIN edits for quality assurance.

Part IV. Authorization

Fax completed form to Francesca McKean @ 309-451-7762

Completed by:

Authorized By:

Print Name

Next Level Manager's Signature