



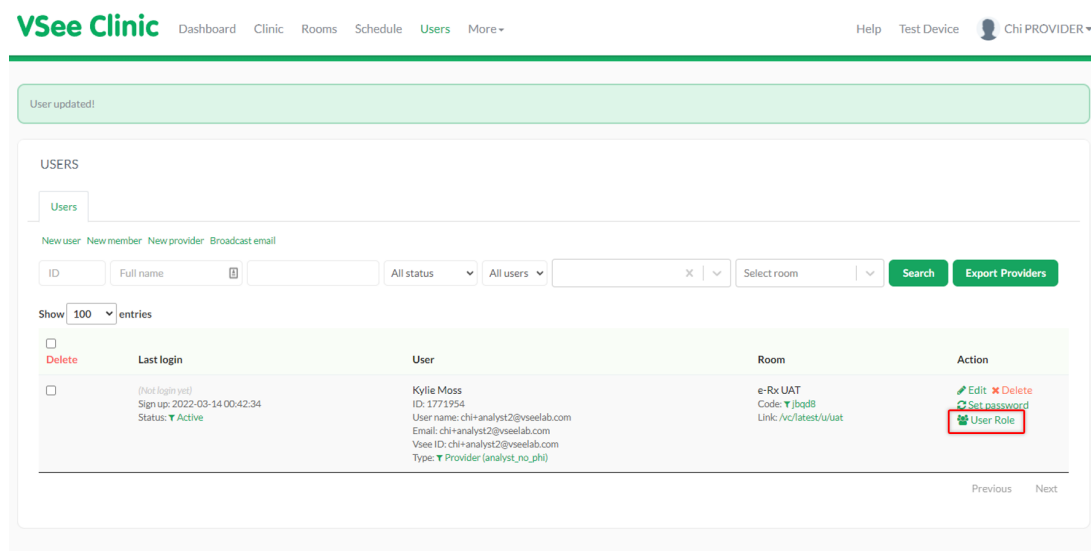
Clinic Admin: User Roles

Chi - 2022-03-14 - VSee Clinic for Admins

A Clinic Admin can set different kinds of accesses to Provider accounts based on their User Roles.

Adding User Roles

1. Make sure the [provider account](#) is already created.
2. Admin panel > **Users** > Search for a provider > **User Role.**



3. Choose the provider's new additional role:
 - **Clinic Admin** - can manage rooms, users and view reports
 - **Account manager** - can only view reports
 - **Scheduler** - can help in managing the scheduling of Patients
 - **Analyst** - can only view the Analytics Dashboard and will not see any information with PHI
4. Select the **User Role** then **Save Changes.**

USER ROLE ✕

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Select User Role

<input type="checkbox"/>	User Admin	User Admin
<input type="checkbox"/>	Scheduler	Recommended for managing the patient's schedule
<input type="checkbox"/>	Clinic Admin	Recommended for managing the clinic and room controls.
<input type="checkbox"/>	Account Manager	Account Manager
<input checked="" type="checkbox"/>	Analyst (No PHI)	

Cancel Save Changes

Related Articles:

- [How to Use the Analytics Dashboard](#)
- [What can a Clinic Analyst Do?](#)

For further assistance, please contact us [here](#).

Last updated on: 14 March 2022

Tags

admin access

analyst

manage permissions

user roles