

Alberta Netcare Permission Matrix

As outlined in Section 5.1 of the [Health Information Act \(HIA\)](#), authorized custodians are permitted to share and access prescribed health information through Alberta Netcare, facilitating the secure exchange of health information among healthcare providers.

To maintain the protection and privacy of individual health information, custodians and affiliates can only collect, use and disclose health information in the most limited manner, with the highest degree of anonymity possible and on a need-to-know basis. As such, the Alberta Netcare Permission Matrix identifies the level of access to Alberta Netcare based on Alberta Netcare user role.

User Roles

The matrix lists the Alberta Netcare user roles, also referred to as “user roles,” under the following broad categories:

- **Administration:** Access to Person Directory (PD) and other functions, no access to clinical data or Pharmaceutical Information Network (PIN)
- **Clinical:** Access to various clinical data, PD, PIN and Connect Care Provider Portal (CCPP)
- **Pharmacy:** Access to various clinical data, PD and PIN

NOTE

Pharmacies engaged with Real-Time Integration (RTI) through their vendor system must select the option PIN Dispense if it is not automatically included with the user role selected.

These categories do not necessarily align to a specific type of profession or job role but do identify that there is varying access to information and functionalities (e.g. prescribe, dispense, update, create) from one Alberta Netcare role to the next.

All roles have standard access (Y) which is automatically provisioned when the role is selected. Most Clinical and Pharmacy roles also have optional access (O) which must be manually selected before it will be provisioned. Information or functionalities not available to a role are identified with a (N).

Other roles are restricted to certain types of users:

- **Clinical 1** is for users who are licensed by the College of Physicians & Surgeons of Alberta (CPSA) or College of Registered Nurses of Alberta (CRNA) and have prescribing rights.
- **Clinical 2** is typically assigned to nurses, medical office assistants, and Office of the Chief Medical Examiner (OCME) users.
- **Clinical 10** is typically selected for users that are licensed by the Alberta College of Optometrists (ACO) or College of Dental Surgeons of Alberta (CDSA).
- **Clinical 11** is typically selected for Lloydminster Hospital.
- **Clinical 12** is typically selected for users that are licensed by the College of Chiropractors of Alberta (CCOA).
- **Pharmacy 2** is for users that are licensed by the Alberta College of Pharmacy (ACP).

Portal Groups

Alberta Netcare Portal (ANP) is a viewer into patient EHRs, and provides key health information such as demographics, event history, lab results, immunizations, transcribed reports, community reports and medications.

For more information on ANP, visit the [Alberta Netcare Learning Centre](#).

Portal																	PIN	PD	CCPP								
User Roles	Groups	Demographics	Patient Search	Patient Lists	Limited Patient Search	Favourites	Access PD	Access PIN	Document Forwarding	Messaging	Lab	Event & Immunization History	Transcribed Reports	DI Reports and Images	Clinical Documents	eReferral Create	eReferral Create on Behalf of & Edit	eReferral View	eReferral Notifications	View	Prescribe	Dispense	View PD	Update PD	Update Newborn	View Newborn	View CCPP

Demographics	Provides access to patient demographic information. (i.e. PHN, first and last name, age, address and phone number(s)).
Patient Search	Allows users to search by Patient Demographic Information (e.g. Name) or by Patient Identifier (e.g. PHN).
Patient Lists	Current lists of patients in an AHS Edmonton facility that meet pre-defined search criteria. Provider Patient List returns all patients for a specified provider.
Limited Patient Search	Limits user search criteria to Patient Identifier (e.g. PHN)
Favourites	Patient Search includes a favourite search function where users can save the name or PHN/ULI of patient records that you access on a regular basis.
Access PD	Provides community patient person-identifiable demographic information
Access PIN	Provides community patient medication information
Document Forwarding	Enables authorized users to email a selected ANP Clinical Document to another ANP user. The recipient requires the appropriate User Role to view the document.
Messaging	ANP's messaging feature enables secure communication between ANP users.
Lab	Allows viewing of patient lab test results
Event & Immunization History	Patient Event History (Hospital visits) summarizes a patient's contact with AHS facilities. The Immunization History summarizes a patient's immunizations.
Transcribed Reports	Allows the viewing of transcribed medical reports including: <ul style="list-style-type: none"> admission histories discharge/transfer summaries consultations operative/procedure reports community encounter digests specialized reports from Cancer Centres
DI Reports & Images	Diagnostic Imaging (DI) reports are transcriptions from the radiologist who examined the images. Diagnostic Imaging includes X-rays, MRIs, ultrasounds and CT scans.
Clinical Documents	User role determines what clinical documents can be accessed through the Clinical Document Viewer (CDV) (e.g. Lab; Transcribed Reports, Diagnostic Images, etc.)
eReferral Create	Displays the Request for Service screen to create a referral, and lists all referrals; Drafts, In Progress and Completed or Cancelled or Declined
eReferral Create on Behalf of & Edit	Allows users to manage referrals on behalf of a providers they are associated with through their My Details
eReferral View	Displays all referrals; Drafts, In Progress and Completed, Cancelled, or Declined
eReferral Notifications	Allows users to subscribe to email notifications related to their eReferrals

PIN Groups

Pharmaceutical Information Network (PIN) is the central repository for patient medication information.

For more information on PIN, visit the [Alberta Netcare Learning Centre](#).

Portal																			PIN	PD			CCPP
User Roles	Groups	Demographics	Patient Search	Patient Lists	Limited Patient Search	Favourites	Access PD	Access PIN	Document Forwarding	Messaging	Lab	Event & Immunization History	Transcribed Reports	DI Reports and Images	Clinical Documents	eReferral Create	eReferral Create on Behalf of & Edit	eReferral View	eReferral Notifications				
		View	Prescribe	Dispense	View PD	Update PD	Update Newborn	View Newborn	View CCPP														

Provide access to a patient's medications via PIN which includes:

- medications (active/inactive)
- allergy and intolerance information
- pharmacy care plans
- drug monographs
- drug decision support
- dispense information
- prescription creation
- drug warning management

View	Allows users to view the patient's medications through PIN and Medication Profile
Prescribe	Allows users to create new/renew prescriptions, change prescription status, correct a prescription, and augment medication instructions
Dispense	Allows the dispense of a patient prescription, and other dispense activities

PD Groups

Person Directory (PD) provides access to demographic and Alberta Health Care Insurance Plan (AHCIP) eligibility information within ANP.

For more information on PD, visit the [Alberta Netcare Learning Centre](#).

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- search for a person (by additional demographic criteria)
- view patient demographic information
- check eligibility for health care coverage
- add or update a person's demographic information
- merge duplicate PHNs

View PD	Provides access to person-identifiable demographic and AHCIP eligibility information
Update PD	Allows users to update patient information within PD (except Newborn)
Update Newborn	Allows users to update Newborn information within PD
View Newborn	Users can view Newborn information within PD

CCPP

Connect Care Provider Portal (CCPP) enables authorized ANP users to securely view Connect Care patient information, providing them with a more complete view of a patient's health care information.

For more information on CCPP, visit the [Alberta Netcare Learning Centre](#).

Portal																			PIN	PD			CCPP
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		View	Prescribe	Dispense	View PD	Update PD	Update Newborn	View Newborn	View CCPP														

CCPP Permissions

The following maps the Alberta Netcare roles to the CCPP role.

Netcare User Type	Netcare Role	Typical Profession role	CCPP User Type	CCPP Roles
Custodian	Clinical 1	Medical Doctor, Naturopathic Doctor, Nurse Practitioner	Provider	CP
Custodian Affiliate – Regulated Profession	Clinical 2	Certified Graduate Nurse, Licensed Vocational Nurse, Registered Midwife, Registered Nurse, Licensed Practical Nurse	Regulated Clinical Support	CR
Custodian Affiliate – Non-regulated profession	Clinical 2	Medical Office Assistant (MOA)	Non-regulated Clinical Support	CN
AH Affiliate OCME	Clinical 2	Medical Examiner (ME) / ME Investigator	Regulated Clinical Support	CR

Refer to the **Connect Care Provider Portal (CCPP) User Roles and Access Table (version 1.0)** within the matrix document to identify the user role access.

Patient search - Full (first access)	Enables full patient search function
Patient search (limited ULI & DOB)	Enables limited ULI & DOB search
Facesheet	Ability to view patient facesheet
Storyboard	Ability to view patient storyboard
Patient snapshot (high level summary)	Enables users to view the Patient Snapshot – a high level summary of patient information
Patient chart advisories	Ability to view various patient chart advisories. <ul style="list-style-type: none"> CCPP roles have limited access to certain patient chart advisories (e.g., identity theft). CCPP roles are required to 'Break-The-Glass' (BTG) to access the following specific advisories . BTG is triggered at 2 levels. <ul style="list-style-type: none"> Patient Level Encounter Level The CP user role can access sensitive notes for physicians with specialty match.
Upcoming appointments	Ability to view upcoming appointments
Referrals (view)	Ability to view referrals
Notes (view)	Ability to view notes entered by other providers

Laboratory results	Ability to view laboratory results
Imaging results	Ability to view imaging results
Medication (view only)	Ability to view medications
Letters	Ability to view letters
Messaging (In basket)	Enables users to send and receive messages
Demographics	Ability to view patient demographics
Care team	Ability to view the patient care teams
Allergies	Ability to view allergies
Medication activity	Ability to view medication activity
Chart search	Enables users to search patient charts