

Important Considerations for Selecting Your ASSESSMENTPRO ADMINISTRATORS

1. Your facility's staff logons will be **managed** by *AssessmentPro Administrators* (2 to 3) at your facility.
2. Your *AssessmentPro Administrator* will **apply for access** through AssessmentPro by downloading a form to complete and upload. Ascend will provide more information on this process as we near training through emailed *Ascend Updates*.
3. *AssessmentPro Administrators* should be selected by facility management and:
 - a. Be **tech savvy**,
 - b. Have ability to act as system **resource** for your facility, and
 - c. Know the staff that should be **authorized** to use the system.
4. Users will **request access** through AssessmentPro. *AssessmentPro Administrators* will grant access (or not) and assign each user's role (clinical or not).
5. Facility Access Administrators will receive **specialized training** for their role. Instructions and timelines will be distributed via emailed *Ascend Updates*.

Begin considering these important items and ensure you're signed up for the Ascend PAS/PASRR email list to receive updates! In the meantime, don't hesitate to email any questions to inpasrr@ascendami.com.