# User Types

## Quick Start Guide

**Questions?** Contact sarasupport@aimsplatform.com

<table>
<thead>
<tr>
<th><strong>User Type</strong></th>
<th><strong>Capabilities</strong></th>
<th><strong>Notes</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Analyst</strong></td>
<td>✓ View data analytics summary</td>
<td>✓ No access to monitoree records</td>
</tr>
<tr>
<td></td>
<td>✓ View and manage monitoree line lists and workflows</td>
<td>✓ Manually move monitorees to different line lists, workflows, and jurisdictions</td>
</tr>
<tr>
<td></td>
<td>✓ Import monitoree information to bulk enroll</td>
<td>✓ Export monitoree records</td>
</tr>
<tr>
<td></td>
<td>✓ View and export data analytics summary</td>
<td>✓ Can manually add monitorees or enroll from the close contacts list</td>
</tr>
<tr>
<td></td>
<td>× CANNOT import monitorees or view line lists</td>
<td>See <a href="#">Quick Start Guide for Analysts</a> and <a href="#">User Guide for Analysts</a> for more detail</td>
</tr>
</tbody>
</table>

**Public Health User**

- ✓ Fully access monitoree records, including symptom reports, lab reports, vaccinations, and monitoree history
- ✓ View and manage monitoree line lists and workflows
- ✓ Manually move monitorees to different line lists, workflows, and jurisdictions
- ✓ Import monitoree information to bulk enroll
- ✓ Export monitoree records
- ✓ View and export data analytics summary
- × CANNOT manually add monitorees or enroll from the close contacts list

**Public Health Enroller**

- ✓ Combined abilities of **Public Health User** and **Enroller**
- ✓ Fully access monitoree records, including symptom reports, lab reports, vaccinations, and monitoree history
- ✓ View and manage monitoree line lists and workflows
- ✓ Manually move monitorees to different line lists, workflows, and jurisdictions
- ✓ Import monitoree information to bulk enroll
- ✓ Export monitoree records
- ✓ View and export data analytics
- ✓ Manually add monitorees or enroll from the close contacts list

**Contact Tracer**

- Same capabilities as **Public Health Enroller**, except for the following:
  - × CANNOT Import monitoree information to bulk enroll
  - × CANNOT transfer monitorees to different jurisdictions
  - × CANNOT export monitoree records and data
  - × CANNOT view and export analytics data summary

**Enroller**

- ✓ Manually add monitorees
- ✓ View/edit monitoree enrollment details only
- × CANNOT import monitorees or view line lists

**Administrator**

- ✓ Add, manage, and audit Sara Alert user accounts
- ✓ Enable users’ API access
- × No access to monitoree records

**Super User**

- Combined capabilities of **All User Types**:
  - ✓ Manage users
  - ✓ Manually enroll and import monitorees
  - ✓ View and manage monitoree line lists and workflows
  - ✓ Manually move monitorees to different line lists, workflows, and jurisdictions
  - ✓ Export monitoree records and data
  - ✓ View and export data analytics summary

**NOTE:** Jurisdictions should limit access to this role to only highest-level users