

No.	Old role in URF	New/existing i-FamilyNet role	Available tabs	Access rights in various functions	Appropriate level to attach the user and role.
1.	STARS_Acute_Care_Staff	Acute Care Clinician	Home Transition Planning Consumer Tracking Referral Tracking	Complete transition planning data of children at acute care facilities. Both consumer and referral tracking sub tabs will be available to the staff. Can be combined with other roles.	1. Corporate Level 2. Corporate Service Division 3. Service Delivery Site (SDS) 4. SDS Division
2.	STARS_Non_Acute_Care_Staff	Non-Clinical Staff	Home Transition Planning Consumer Tracking Referral Tracking Facility	Complete Incidents, transition planning data of children at acute care facilities. Both consumer and referral sub tabs will be available to the staff. Read-Only access to all other consumer functions.	1. Corporate Service Division 2. Service Delivery Site (SDS) 3. SDS Division
		Clinician	Home Children and Families Transition Planning Referral Tracking Facility	Complete Treatment Plans, Progress Review, CANS, Incidents and Census. Complete transition planning data of children at acute care facilities. Only referral sub tab will be available to the staff.	1. Corporate Service Division 2. Service Delivery Site (SDS) 3. SDS Division
		Supervising Clinician	Home Children and	Complete and approve Treatment Plans, Progress Reviews, CANS,	1. Corporate Service Division 2. Service Delivery Site (SDS)

			Families Transition Planning Referral Tracking Facility	Incidents and Census. Complete transition planning data of children at acute care facilities. Only referral sub tab will be available to the staff. Run reports.	3. SDS Division
		Corporate Support Staff	Home Children and Families Transition Planning Referral Tracking Facility	Complete Activity Delivery and Census. Complete transition planning data of children at acute care facilities. Only referral tracking sub tab will be available to the staff. Assign Consumers. Run Reports.	1. Corporate Level
		Managing Clinician	Home Children and Families Transition Planning Referral Tracking Facility	Complete and Approve Treatment Plans, Progress Reviews, Incidents, CANS and Census. Complete transition planning data of children at acute care facilities. Only referral sub tab will be available to the staff. Assign consumers. Run reports.	1. Corporate Level
		Executive Clinician (Family Resources)	Home Children and Families Resources	Add Inquiries, Create Homes, and add/modify events for Family Resources. Complete transition planning data	1. Corporate Level

			<p>Transition Planning Referral Tracking Facility</p>	<p>of children at acute care facilities. Only referral sub tab will be available to the staff. Approve 1st and 2nd level recommendation of Family Resource events. Submit Recommendation. Complete census. Assign consumers and resources. Read Only Access to Consumer and Case data. Run reports.</p>	
		<p>Executive Clinician (Family Resources with transfer)</p>	<p>Home Children and Families Resources Transition Planning Referral Tracking Consumer Tracking Facility</p>	<p>Add inquiries; add/modify events for Family Resources. Complete census, transition planning data of children at acute care facilities. Both referral and consumer sub tabs will be available to the staff. Approve 1st and 2nd level recommendation of Family Resource events. Submit Recommendation. Assign consumers and resources. Read Only Access to Consumer and Case data. Initiate and approve Family</p>	<p>1. Corporate Level</p>

				Resource transfers. Run reports.	
		Executive Clinician /Multi-service	Home Children and Families Resources Transition Planning Referral Tracking Facility	<p>Complete and Approve Treatment Plans, Progress Reviews, Incidents, CANS and Census.</p> <p>Complete transition planning data of children at acute care facilities. Only referral sub tab will be available to the staff.</p> <p>Review incidents.</p> <p>Add Inquiries, add/modify events for Family Resources.</p> <p>Submit Recommendation.</p> <p>Approve 1st and 2nd level recommendation of Family Resource events</p> <p>Assign consumers</p> <p>Run reports.</p>	1. Corporate Level
		Executive Clinician/Multi-service (with transfer)	Home Children and Families Resources Transition Planning Referral Tracking Facility	<p>Complete and Approve Treatment Plans, Progress Reviews, Incidents, CANS and Census.</p> <p>Complete transition planning data of children at acute care facilities. Only referral sub tab will be available to the staff.</p> <p>Add Inquiries, add/modify events for Family Resources.</p>	1. Corporate Level

				<p>Submit Recommendation.</p> <p>Approve 1st or 2nd level recommendation of Family Resource events.</p> <p>Assign consumers.</p> <p>Initiate and approve Family Resource transfers.</p> <p>Run reports.</p>	
	STARS_Case_Assignment_Coordinator	Lead Agency Administrative Support Staff	This role is discontinued and Case Assignment function is given to lead Agency Supervisor.		
		Executive Director	Home Children and Families Resources Transition Planning Referral Tracking Facility	<p>Complete and approve Treatment Plans, Progress Reviews, Incidents, CANS and Census.</p> <p>Complete transition planning data of Children at acute care facilities. Only referral tracking sub tab will be available to the staff.</p> <p>Add Inquiries, Create Homes, and Add/modify events for family Resources.</p> <p>Submit recommendations.</p>	1. Corporate Level

				<p>Approve 1st and 2nd level Recommendation of family Resource events.</p> <p>Run reports.</p> <p>Assign consumers and resources.</p> <p>Initiate and approve family Resource transfers.</p> <p>Approve standard reviews previously known as 'Family Resources Waivers'.</p>	
	STARS_Domestic_Violence_Provider	Domestic Violence Specialist	Home Domestic Violence (DV)	<p>Add Domestic Violence Data Census by DV providers. Staff will see a domestic violence Tab in i-FamilyNet.</p>	<ol style="list-style-type: none"> 1. Corporate Level 2. Corporate Service Division 3. Service Delivery Sites (SDS) 4. SDS Division
	STARS_Family_Resource_Staff	Family Resource Worker Staff	Home Resources	<p>Add Inquiries, Create Homes, and add/modify events for Family Resources.</p> <p>Submit Recommendation.</p>	<ol style="list-style-type: none"> 1. Family Resource Division
	STARS_Family_Resource_Supervisor	Family Resource Supervisor	Home Resources	<p>Add Inquiries, Create Homes, and add/modify events for Family Resources.</p> <p>Submit Recommendation.</p> <p>Approve 1st level recommendation of Family Resource events.</p> <p>Assign Resources.</p>	<ol style="list-style-type: none"> 1. Family Resource Division

		Family Resource Manager	Home Resources	<p>Add Inquiries, Create Homes, and add/modify events for Family Resources.</p> <p>Submit Recommendation.</p> <p>Approve 1st and 2nd level recommendation of Family Resource events.</p> <p>Assign Resources.</p>	1. Family Resource Division
	STARS_Network_LA_RRC_Comp	Lead Agency Worker Staff	Home Cases Transition Planning Referral Tracking	<p>Complete Case Dictation, transition planning data of children at acute care facilities.</p> <p>Referral tracking sub tab will be available to the staff.</p>	1. Lead Agency 2. Lead Agency (Case Service Division)
		Lead Agency Supervisor	Home Cases Transition Planning Referral Tracking	<p>Complete Case Dictation, transition planning data Of children at acute care facilities.</p> <p>Referral tracking sub tab will be available to the staff.</p> <p>Assign Cases.</p>	3. Lead Agency 4. Lead Agency (Case Service Division)
	STARS_Acute_Non_Acute_Care_Staff	Worker (non-clinical)	Home Transition Planning Consumer Tracking Referral Tracking Facility	<p>Complete Incidents, transition planning data of children at acute care facilities.</p> <p>Both consumer and referral tracking sub tabs are available to the staff.</p> <p>Read-Only access to all other consumer functions</p>	1. Corporate Service Division 2. Service Delivery Site (SDS) 3. SDS Division

		Clinician	Home Children and Families Transition Planning Referral Tracking Facility	<p>Complete Treatment Plans, Progress Review, CANS, Incidents and Census.</p> <p>Complete transition planning data of children at acute care facilities. Only referral sub tab will be available to the staff.</p>	<ol style="list-style-type: none"> 1. Corporate Service Division 2. Service Delivery Site (SDS) 3. SDS Division
		Supervising Clinician	Home Children and Families Transition Planning Referral Tracking Facility	<p>Complete and Approve Treatment Plans, Progress Review, CANS, Incidents and Census.</p> <p>Complete transition planning data of children at acute care facilities. Only referral sub tab will be available to the staff.</p> <p>Run Reports.</p>	<ol style="list-style-type: none"> 1. Corporate Service Division 2. Service Delivery Site (SDS) 3. SDS Division
		Corporate Level Administrative Support Staff	Home Children and Families Transition Planning Referral Tracking Facility	<p>Complete Activity Delivery and Census.</p> <p>Complete transition planning data of children at acute care facilities. Only referral sub tab will be available to the staff.</p> <p>Assign Consumers.</p> <p>Run Reports.</p>	<ol style="list-style-type: none"> 1. Corporate Level
		Managing Clinician	Home Children and Families	<p>Complete and Approve Treatment Plans, Progress Reviews, Incidents, CANS and Census.</p>	<ol style="list-style-type: none"> 1. Corporate Level

			Transition Planning Referral Tracking Facility	<p>Complete transition planning data of children at acute care facilities. Only referral tracking sub tab will be available to the staff.</p> <p>Assign consumers.</p> <p>Run reports.</p>	
		Executive Clinician (Family Resources)	Home Children and Families Resources Transition Planning Referral Tracking Facility	<p>Add Inquiries, Create Homes, and add/modify events for Family Resources.</p> <p>Complete census, transition planning data of children at acute care facilities. Only referral tracking sub tab will be available to the staff.</p> <p>Approve 1st and 2nd level recommendation of Family Resource events.</p> <p>Submit Recommendation.</p> <p>Assign consumers and resources.</p> <p>Read Only Access to Consumer and Case data.</p> <p>Run reports.</p>	1. Corporate Level
		Executive Clinician (Family Resources with transfer)	Home Children and Families Resources Transition Planning	<p>Add Inquiries; add/modify events for Family Resources.</p> <p>Complete census, transition planning data of children at acute care facilities.</p>	1. Corporate Level

			Referral Tracking Consumer Tracking Facility	Both referral and consumer tracking sub tabs will be available to the staff. Approve 1 st and 2 nd level recommendation of Family Resource events. Submit Recommendation. Assign consumers and resources. Read Only Access to Consumer and Case data. Initiate and approve Family Resource transfers. Run reports.	
		Executive Clinician /Multi- service	Home Children and Families Resources Transition Planning Referral Tracking Facility	Complete and Approve Treatment Plans, Progress Reviews, Incidents, CANS and Census. Complete transition planning data of children at acute care facilities. Only referral tracking sub tab will be available to the staff. Review incidents. Add Inquiries; add/modify events for Family Resources. Submit Recommendation Approve 1 st and 2 nd level recommendation of Family Resource events.	1. Corporate Level

				<p>Run reports. Assign consumers.</p>	
		Executive Clinician/Multi-service (with transfer)	Home Children and Families Resources Transition Planning Referral Tracking Facility	<p>Complete and Approve Treatment Plans, Progress Reviews, Incidents, CANS and Census. Complete transition planning data of children at acute care facilities. Only referral tracking sub tab will be available to the staff. Add Inquiries; add/modify events for Family Resources. Submit Recommendation. Approve 1st or 2nd level recommendation of events. Run reports. Assign consumers. Initiate and approve Family Resource transfers.</p>	<ol style="list-style-type: none"> 1. Corporate Level
		Acute Care Clinician	Home Transition Planning Consumer Tracking Referral Tracking	<p>Complete transition planning data of children at acute care Facilities. Both consumer and referral tracking sub tabs will be available to the staff. Can be combined with other roles.</p>	<ol style="list-style-type: none"> 1. Corporate Level 2. Corporate Service Division 3. Service Delivery Site (SDS) 4. SDS Division

	STARS_Consumer_Assignment_Coordinator	Worker (non-clinical)	Home Transition Planning Consumer Tracking Referral Tracking Facility	<p>Complete Incidents, transition planning data of children at acute care Facilities. Both consumer and referral tracking sub tabs will be available to the staff. Read-Only access to all other consumer functions</p>	<ol style="list-style-type: none"> 1. Corporate Service Division 2. Service Delivery Site (SDS) 3. SDS Division
		Clinician	Home Children and Families Transition Planning Referral Tracking Facility	<p>Complete Treatment Plans, Progress Review, CANS, Incidents and Census. Complete transition planning data of children at acute care Facilities. Only referral tracking sub tab will be available to the staff.</p>	<ol style="list-style-type: none"> 1. Corporate Service Division 2. Service Delivery Site (SDS) 3. SDS Division
		Supervising Clinician	Home Children and Families Transition Planning Referral Tracking Facility	<p>Complete and approve Treatment Plans, Progress Reviews, CANS, Incidents and Census. Complete transition planning data of children at acute care Facilities. Only referral tracking sub tab will be available to the staff. Run reports.</p>	<ol style="list-style-type: none"> 1. Corporate Service Division 2. Service Delivery Site (SDS) 3. SDS Division
		Corporate Support Staff	Home Children and	Complete activity Delivery and Census.	<ol style="list-style-type: none"> 1. Corporate Level

			Families Transition Planning Referral Tracking Facility	Complete transition planning data of children at acute care Facilities. Only referral tracking sub tab will be available to the staff. Assign Consumers. Run Reports.	
		Managing Clinician	Home Children and Families Transition Planning Referral Tracking Facility	Complete and Approve Treatment Plans, Progress Reviews, Incidents, CANS and Census. Complete transition planning data of children at acute care Facilities. Only referral tracking sub tab will be available to the staff. Assign consumers. Run reports.	1. Corporate Level
		Executive Clinician (Family Resources)	Home Children and Families Resources Transition Planning Referral Tracking Facility	Add Inquiries, Create Homes, and add/modify events for Family Resources. Complete census, transition planning data of children at acute care Facilities. Only referral tracking sub tab will be available to the staff. Approve 1 st and 2 nd level recommendation of Family	1. Corporate Level

				<p>Resource events. Submit Recommendation. Assign consumers and resources. Read Only Access to Consumer and Case data. Run reports.</p>	
		Executive Clinician (Family Resources with transfer)	Home Children and Families Resources Transition Planning Referral Tracking Consumer Tracking Facility	<p>Add Inquiries; add/modify events for Family Resources. Complete census, transition planning data of children at acute care Facilities. Both referral and consumer tracking sub tabs will be available to the staff. Approve 1st and 2nd level recommendation of Family Resource events. Submit Recommendation. Assign consumers and resources. Read Only Access to Consumer and Case data. Initiate and approve Family Resource transfers. Run reports.</p>	1. Corporate Level
		Executive Clinician /Multi-service	Home Children and Families	<p>Complete and Approve Treatment Plans, Progress Reviews, Incidents, CANS and Census.</p>	1. Corporate Level

			Resources Transition Planning Referral Tracking Facility	<p>Complete transition planning data of children at acute care Facilities. Only referral tracking sub tab will be available to the staff.</p> <p>Review incidents.</p> <p>Add Inquiries; add/modify events for Family Resources.</p> <p>Submit Recommendation.</p> <p>Approve 1st and 2nd level recommendation of Family Resource events.</p> <p>Run reports.</p> <p>Assign consumers.</p>	
		Executive Clinician/Multi- service (with transfer)	Home Children and Families Resources Transition Planning Referral Tracking Facility	<p>Complete and Approve Treatment Plans, Progress Reviews, Incidents, CANS and Census.</p> <p>Complete transition planning data of children at acute care Facilities. Only referral tracking sub tab will be available to the staff.</p> <p>Add Inquiries; add/modify events for Family Resources.</p> <p>Submit Recommendation.</p> <p>Approve 1st or 2nd level recommendation of Family</p>	1. Corporate Level

				Resource events. Run reports. Assign consumers Initiate and approve Family Resource transfers.	
	STARS_System_Admin	System Administrator	Home Admin	Role configuration of staff. Administrator can attach multiple roles to staff based on the sub-organization they belong to in the agency. This role can be combined with other roles. Pre-requisite: A staff Request Form (URF) signed by your agency Admin should be Forwarded to Virtual Gateway Help Desk. Virtual Gateway will provision the role STARS Provider staff. This one time activity should be completed for all new staff prior To provisioning i-FamilyNet roles to them.	1. Corporate Service Division 2. Service Delivery Site (SDS) 3. SDS Division

		Title IV-E Revenue Specialist	Home, Title IV-E Cases Legal Resources	Complete Determination and Re-Determination of FFP of Consumers under DCF care. View clinical case records, resources and legal cases.	1. Revenue Division.
		Title IV-E Revenue Supervisor	Home, Title IV-E Cases Legal Resources	Complete Determination and Re-Determination of FFP of Consumers under DCF care. Rollback determinations and Re-Determinations. Assign IV-E Consumers to Revenue Specialist. View all IV-E Work Load. View clinical case records, resources and legal cases.	1. Revenue Division.
New Roles					
		Consumer Assignment Manager	Home Children and Families	Transfer consumers in care of providers from Corporate Sites or Service Delivery Sites to Service Divisions. This is an add-on role. Can be combined with other roles.	
		Access Administrator	Home Admin	Assign System Administrator role to other staff in the agency. Only one person can have the Access Administrator role in a	

				<p>provider agency. This role can only be provisioned to a staff person by the DCF IT Team, please call the DCF Help Desk once a Access Administrator has been identified.</p>	
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