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| 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 Families  Transition Planning  Referral Tracking  Facility | | Complete and approve Treatment Plans, Progress Reviews, CANS, 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. | | 1.Corporate Service Division  2. Service Delivery Site (SDS)  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  Transition Planning  Referral Tracking  Facility | | Add Inquiries, Create Homes, and add/modify events for Family Resources.  Complete transition planning data 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. | | 1. Corporate Level |
|  |  | Executive Clinician ( Family Resources with transfer) | | Home  Children and Families  Resources  Transition Planning  Referral Tracking  Consumer Tracking  Facility | | 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 Resource transfers.  Run reports. | | 1. Corporate Level |
|  |  | 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 sub tab will be available to the staff.  Review incidents.  Add Inquiries, add/modify events for Family Resources.  Submit Recommendation.  Approve 1st and 2nd level recommendation of Family Resource events  Assign consumers  Run reports. | | 1. Corporate Level |
|  |  | Executive Clinician/Multi-service (with transfer) | | 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 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 Family Resource events.  Assign consumers.  Initiate and approve Family Resource transfers.  Run reports. | | 1. Corporate Level |
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|  | STARS\_Case\_Assignment\_Coordinator | Lead Agency Administrative Support Staff | | This role is discontinued and Case Assignment function is given to lead Agency Supervisor. | | | | |
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|  |  | Executive Director | | 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.  Add Inquiries, Create Homes, and  Add/modify events for family  Resources.  Submit recommendations.  Approve 1st and 2nd level  Recommendation of family  Resource events.  Run reports.  Assign consumers and resources.  Initiate and approve family  Resource transfers.  Approve standard reviews  previously known as ‘Family  Resources Waivers’. | |  | | 1. Corporate Level | |
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|  | STARS\_Domestic\_Violence\_Provider | Domestic Violence  Specialist | | Home  Domestic Violence (DV) | | Add Domestic Violence Data Census by DV providers.  Staff will see a domestic violence Tab in i-FamilyNet. | 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 | | Add Inquiries, Create Homes, and add/modify events for Family Resources.  Submit Recommendation. | 1. Family Resource Division | |
|  | STARS\_Family\_Resource\_Supervisor | Family Resource Supervisor | | Home  Resources | | Add Inquiries, Create Homes, and add/modify events for Family Resources.  Submit Recommendation.  Approve 1st level recommendation of Family Resource events.  Assign Resources. | 1.Family Resource Division | |
|  |  | Family Resource Manager | | Home  Resources | | Add Inquiries, Create Homes, and add/modify events for Family Resources.  Submit Recommendation.  Approve 1st and 2nd level recommendation of Family Resource events.  Assign Resources. | 1. Family Resource Division | |
|  | STARS\_Network\_LA\_RRC\_Comp | Lead Agency ~~Worker~~ Staff | | Home  Cases  Transition Planning  Referral Tracking | | Complete Case Dictation, transition planning data of children at acute care facilities.  Referral tracking sub tab will be available to the staff. | 1. Lead Agency   1. Lead Agency (Case Service Division) | |
|  |  | Lead Agency Supervisor | | Home  Cases  Transition Planning  Referral Tracking | | Complete Case Dictation, transition planning data  Of children at acute care facilities.  Referral tracking sub tab will be available to the staff.  Assign Cases. | 1. Lead Agency 2. Lead Agency (Case Service Division) | |
|  | STARS\_Acute\_Non\_Acute\_Care\_Staff | Worker (non-clinical) | | Home  Transition Planning  Consumer Tracking  Referral Tracking  Facility | | Complete Incidents, transition planning data of children at acute care facilities.  Both consumer and referral tracking sub tabs are 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 | |
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|  |  | Supervising Clinician | | Home  Children and Families  Transition Planning  Referral Tracking  Facility | | Complete and Approve 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.  Run Reports. | 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 | | Complete Activity Delivery 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 | |
|  |  | 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 1st and 2nd level recommendation of Family Resource events.  Submit Recommendation.  Assign consumers and resources.  Read Only Access to Consumer and Case data.  Run reports. | 1. Corporate Level | |
|  |  | Executive Clinician ( Family Resources with transfer) | | Home  Children and Families  Resources  Transition Planning  Referral Tracking  Consumer Tracking  Facility | | 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. | 1. Corporate Level | |
|  |  | 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 1st and 2nd level recommendation of Family Resource events.  Run reports.  Assign consumers. | 1. Corporate Level | |
|  |  | Executive Clinician/Multi-service (with transfer) | | 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.  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. | 1. Corporate Level | |
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|  |  | 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 | |
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|  | STARS\_Consumer\_Assignment\_Coordinator | Worker (non-clinical) | | Home  Transition Planning  Consumer Tracking  Referral Tracking  Facility | | |  | | --- | | 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 | 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 tracking 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 Families  Transition Planning  Referral Tracking  Facility | | 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. | 1.Corporate Service Division  2. Service Delivery Site (SDS)  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 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 1st and 2nd level recommendation of Family Resource events.  Submit Recommendation.  Assign consumers and resources.  Read Only Access to Consumer and Case data.  Run reports. | 1. Corporate Level | |
|  |  | Executive Clinician ( Family Resources with transfer) | | Home  Children and Families  Resources  Transition Planning  Referral Tracking  Consumer Tracking  Facility | | 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. | 1. Corporate Level | |
|  |  | 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 1st and 2nd level recommendation of Family Resource events.  Run reports.  Assign consumers. | 1. Corporate Level | |
|  |  | Executive Clinician/Multi-service (with transfer) | | 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. |   Add Inquiries; add/modify events for Family Resources.  Submit Recommendation.  Approve 1st or 2nd level recommendation of Family Resource events.  Run reports.  Assign consumers  Initiate and approve Family Resource transfers. | 1. Corporate Level | |
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|  | STARS\_System\_Admin | System Admininistrator | | 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 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. |  | |