



health

Department:
Health
REPUBLIC OF SOUTH AFRICA

webDHIS Access - User Registration Form

New users that require access to the webDHIS, OR Existing Users that want to change/edit their current permissions, will have to complete this registration form. Kindly complete the required user information and upload the form onto the webDHIS system to which you are requesting access. ONLY after signoff and approval, will the user be created or edited.

webDHIS User Information:

* Compulsory Information that must be completed

<p>For existing users, only specify/tick the changes/additional e.g. Orgunit, user role, data set. If Termination box is ticked, provide the termination date.</p>	<p>New User</p> <p>Existing User</p> <p>Change Password</p> <p>Change/Addition of Data Set Access</p> <p>Change of Organisational Units Access</p> <p>Change/addition of user role</p> <p>Termination Date:</p>
First name (in full)*	
Surname (in full)*	
Email Address*	
Position (eg. Data Capturer, Information Officer etc)*	
Place of employment*	
ID Number*	
PERSAL/Employee Number*	
Cell phone Number (eg. 082 123 1234)*	
Please specify the Orgunit Parent for Capturing (the user will have access to this org unit and all its children) *	
Please specify the Orgunit Parent for Reporting (the user will have access to report on this org unit and all its children)	

User Roles (Tick your options)	
Data Capturer - Aggregated Data <ul style="list-style-type: none"> • Users will have access to add/edit aggregated data 	Data User – Aggregated Data <ul style="list-style-type: none"> • Users will have access to all the reporting aspects, pivot tables, and GIS functionality
Data User – Aggregated Data <ul style="list-style-type: none"> • Users will have access to all the reporting aspects, pivot tables, and GIS functionality 	<ul style="list-style-type: none"> • Approve data at own level
Create User Users will have access to create/edit Users	Approve data at own and lower level
Other – specify	
Comment:	
Access will not be granted to all data sets. Please specify the data set/s or Tracker Programs that the user should have access to	
	Condom Distribution Data (Monthly)
	Measles Campaign
	NIDS 2017 Ambulatory Hospital DDC (Daily)
	NIDS 2017 Ambulatory Hospital DDC (Monthly)
	NIDS 2017 Ambulatory Hospital (Monthly)
	NIDS 2017 CCMD import
	NIDS 2017 Condom distribution sites (Monthly)
	NIDS 2017 EHS (Monthly)
	NIDS 2017 EHS Port Health (Monthly)
	NIDS 2017 EMS (Monthly)
	NIDS 2017 Headcount register/HPRS (Daily)
	NIDS 2017 Headcount register/HPRS (Monthly)
	NIDS 2017 Influenza Campaign
	NIDS 2017 IP Hospital DDC (Daily)
	NIDS 2017 IP Hospital DDC (Monthly)
	NIDS 2017 IP Hospital (Monthly)
	NIDS 2017 PEC import
	NIDS 2017 PEC/PSI/Core Standards imports

	NIDS 2017 PHC DDC (Daily)
	NIDS 2017 PHC Delivery DDC (Daily)
	NIDS 2017 PHC Delivery (Monthly)
	NIDS 2017 PHC (Monthly)
	NIDS 2017 PHC Other (Monthly)
	NIDS 2017 semi-permanent
	NIDS 2017 STI Sentinel Surveillance
	NIDS 2017 TB Quarterly
	NIDS 2017 TIER.net/ETR.net monthly import
	NIDS 2017 WBOT (Monthly)
	Private Hospital Maternal Data (Monthly)

Note: The list of datasets or programs will differ between different webDHIS instances. This form is specific to this database. A different registration form must be accessed and completed for each database to which you require access.

In the event of a NIDS review this form will be revised but existing users access will be mapped from a current dataset to a new dataset with similar elements to prevent re-registration requests during NIDS reviews. Such mapping would not require re-submission of the form.

***The list of data sets or user roles is dependent on the database that you are requesting access to

Date:	User's Signature:
Manager's Name	Manager's Surname
Manager's Position:	Manager's Contact No
Date:	Manager's Signature: