



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 Capturer – Event and Tracker Data <ul style="list-style-type: none"> Users will have access to add/edit tracker 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 – Event and Tracker Data <ul style="list-style-type: none"> Users will have access to the Event reporting aspects, pivot tables, and GIS functionality
Approve data at own level	Approve data at own and lower level
Create User <ul style="list-style-type: none"> Users will have access to create/edit Users 	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	
	PIDS PHC Register (Monthly)
	PIDS PHC Register (Daily)
	PIDS PHC headcount (Daily)
	Peri-Partum (Monthly)
	Peri-Partum (Daily)
	Oral Health Centre (Monthly)
	Rehab and Allied Services (Monthly)
	Hospital (Monthly)
	EMS (Monthly)
	Private facility data
	Private Hospital Maternal Data
	STI Surveillance 2016
	Campaign H1N1
	EHS Provincial Monthly Data
	EHS Municipal Monthly Data
	EHS Port Health Monthly Data
	EPI Campaign
	PHC WBOT Data

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 dependant 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: