

Set Up or Change Form Security

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With the appropriate permissions, you can manage a form's security by specifying the users who can activate the form, as well as those who can run reports on completed forms.

Edit Questionnaire Security Copy	DFW Patient Tracking	Please use this form to enter data
Edit Questionnaire Security Copy	Disease Control Intake Report	This is a sample of the Tarrant County
Edit Questionnaire Security Copy	Diversion Decision Form	Please answer the following questions
Edit Questionnaire Security Copy	Divert Form	Complete for each patient diverted to
Edit Questionnaire Security Copy	Dog Bite Report	To report dog bites to users and res
Edit Questionnaire Security Copy	ED Report	Report on ED situation
Edit Questionnaire Security Copy	Extreme Heat Surveillance	Please complete this form based on This form will be directly submitted to (414)286-5789

If the form is not available for on-demand activation (such as those activated by a change in status or the time of day), the *Form Security Settings* page does not include the **Activate Form** option.

To run a form report, you or your role must have that right. To run a report on behalf of a resource, you must have report running rights for that resource. A user can run reports only on data that their users or resource submitted and/or received.

To set up or change form security

1. In the main menu, click **Form** and, in the list, click **Configure Forms**. The *Form Configuration* page opens.
2. Locate the form and, on that row, click **Security**. The *Form Security Settings* page opens.
3. If necessary, use the filters to search for people.
4. On the left, select the checkbox for the appropriate rights:
 - Activate Form
 - Run Report
5. Click **Save**. The *Form Configuration* page opens.