



# Dashboard Access Request Form

Security Administration

Submit form to: [YUMCMetricsDashboardSupport@email.mc.vanderbilt.edu](mailto:YUMCMetricsDashboardSupport@email.mc.vanderbilt.edu) — or by fax to 343-4052

**This form is only for requesting access to the VUMC dashboards.**

For a listing of other prominent Business Objects universes, please visit:  
[www.vanderbilt.edu/bo](http://www.vanderbilt.edu/bo)

## User's Information

(please print clearly)

User Requesting Access		VUnetID
Work phone	Home Dept. name	<b>Is dashboard training needed?</b>

Addtl message to Dashboard Team if needed:

I acknowledge that the information to which I may be granted access is the property of Vanderbilt University and is to be kept confidential. I agree that I will not transfer the use of my user ID or password to another person and acknowledge that any violation of security or transfer of my user ID or password may result in disciplinary action that might include termination.

User's signature:

Date:

### Dashboard(s) requested:

Outpatient Metrics

Executive Summary

## User's Supervisor

Name & Signature:	Date:
Title:	

## Dashboard Team Approval

(completed by Dashboard Team)

Name & Signature:		Date:
Security group:	Level of access:	Default/initial values:
Comments:		

## Dashboard Security Administrator

(completed by Dashboard Team)

Completed by:	Date completed:	Notification date:
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