



SEC³URE Host Admin | Facility Reports & Dashboard



The SEC³URE Facility Compliance Dashboard expands on the concept of the static *Reprax Facility Compliance Score*. It delivers real-time data so you can take immediate actions to reduce your patient risks. It delivers at-a-glance up-to-the-minute information displaying snapshot data. Then use configurable reporting tools so you can review historical and current facility trending. You make proactive informed and targeted SEC³URE decisions.

Included in this guide:

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SEC³URE matches the policies and credentials you want enforced with the people who are entering and leaving your facilities. SEC³URE Reporting shows the results of all this activity so you can make informed TRUST decisions in your facilities.

The key to accurate reporting, *and ultimately your facility security*, is EVERYONE doing their part to reinforce trust.

Include Inactive Users ☐

Connected healthcare professionals (reps) and contract clinicians whose accounts show zero activity (*checking-into the facility and logging into their SEC³URE account*) in the past 36 months are excluded from some SEC³URE reports by default. This improves the amount of time it takes to generate the reports and improves the data by removing folks who have not checked-in for a long time. This can also help you identify potential “ghosts” who may still be entering the facilities but not checking-in through SEC³URE.

You may always check the boxes to include inactive connections when running the reports; it will just take a little longer for the reports to finish.

Additional Information:

You may or may not be able to access all the SEC³URE features described in this guide. This will depend on the user privileges you have been assigned. Please contact your facility’s SEC³URE system administrator to discuss any additional access.

Facility Compliance Dashboard



Powerful reporting starts by providing interactive easy-to-read metrics. The SEC³URE Facility Compliance Dashboard provides a real-time snapshot of current healthcare professional activities in your facilities. Quickly scan the charts to review checked-in/checked-out statuses, compliance, and trends.

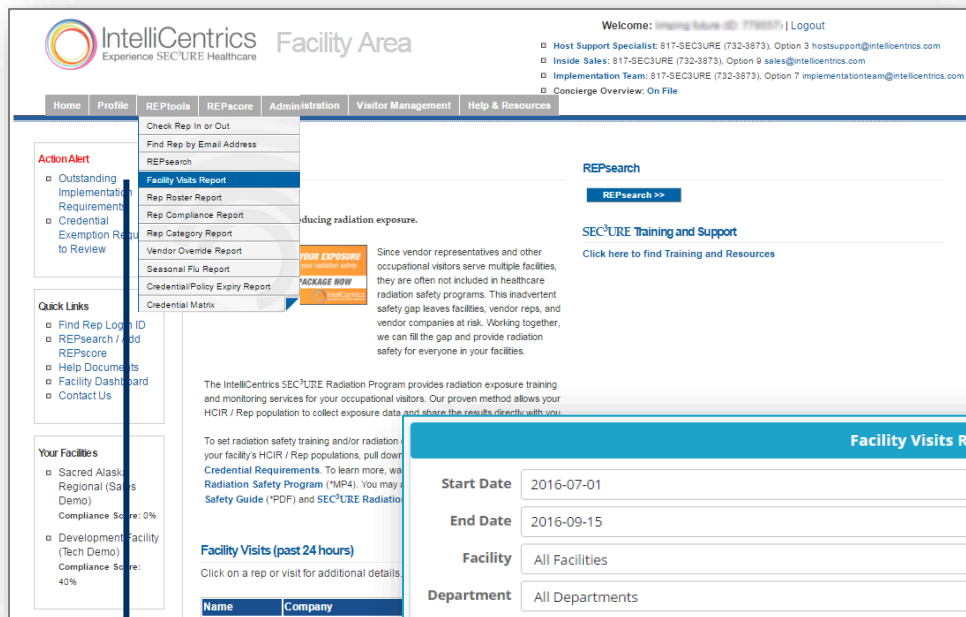
KEY TIPS for using the Facility Dashboard charts:

- The Dashboard displays metrics for individual facilities. Use the dropdown to choose another facility within your system.
- When available, charts will show you “real-time” data (e.g., **Checked-in NOW**).
- Hover the pointer over data points in the charts to display additional tooltip labels.
- Click on or select a series label in the legends to remove or add key metrics viewed on a chart. This provides different perspectives to interpret your facility’s SEC³URE data.
- Hover over to display chart Help tooltips.

Use the SEC³URE reporting tools, under your **REPTools** menu, to dig further into the occurrences in your facilities.

Facility Visits Report

Use **Facility Visits** to review everyone checking into your facilities via SEC³URE (Kiosk, Mobile App, and manually). Use the report options to narrow the results to specific *Facilities*, *Department*, or *time frame*.



Facility Visits Report

Select healthcare professional to perform an action

Facility Visits Report						
Start Date	2016-07-01					
End Date	2016-09-15					
Facility	All Facilities					
Department	All Departments					
Include Inactive Users	<input type="checkbox"/>					
Actions	Please Select Select: Current Page All Pages Unselect All Perform Action					
Show	10 entries					
Name	Company	Facility Name	Department	Date/Time	Visit Length	Actions
<input type="checkbox"/> John Vendor	IntelliCentrics	Sacred Memorial (Hosp Demo)	Surgery	2016-08-15 10:01:02AM	12 mins	Visit Details Add REPScore Event
<input type="checkbox"/> Pat Virant	IntelliCentrics	Development Facility (Tech Demo)	Testing testerton	2016-08-15 12:48:42PM	14 mins	Visit Details Add REPScore Event
<input type="checkbox"/> Pat Virant	IntelliCentrics	Development Facility (Tech Demo)	Testing testerton	2016-08-15 1:03:11PM	20216 mins	Visit Details Add REPScore Event
<input checked="" type="checkbox"/> Eleanor Duncan	IntelliCentrics	Sacred Memorial (Hosp Demo)	Clinic	2016-08-16 9:11:28AM	1 min	Visit Details Add REPScore Event
<input type="checkbox"/> Eleanor Duncan	IntelliCentrics	Sacred Memorial (Hosp Demo)	Clinic	2016-08-16 9:27:39AM	4 mins	Visit Details Add REPScore Event
<input type="checkbox"/> Eleanor Duncan	IntelliCentrics	Sacred Alaska Regional (Sales Demo)	Kiosk Test Department	2016-08-16 2:02:54PM	9 mins	Visit Details Add REPScore Event
https://accept.sec3ure.com/host_admin/reptools/reports/facility_visits#						

In SEC³URE, pull down the **RETools** menu and select **Facility Visits Report**. Use the *Date* and *Facility/Department* options to expand or narrow your *Search* results. Use the *Show* dropdown to list from 10 to 100 results on the page.

To perform an action (*Export to *Excel/CSV file*) on one or many HCIRs, you may **Select**:

- Single checkbox next to each person listed
- Current Page: Select everyone on just this page
- All Pages: Select All search results
- Unselect All

Select the **Actions** links listed in the table next to each HCIR/Rep to:

- Review the individual's specific **Visit Details**
- Add **REPScore Event** for the individual

KEY TIP: Select the arrows next to the column labels to sort the table results ▲ ascending or ▼ descending.

Visit Details	
Name :	Eleanor Duncan
SEC ³ URE ID :	457368
Company Name :	IntelliCentrics
Facility :	Sacred Memorial (Hosp Demo)
Department :	Clinic
Check In Type :	Manual: Eleanor Duncan
Check In :	2016-08-16 09:11 AM
Override Used :	YES
Check Out Type :	Manual: Eleanor Duncan
Check Out :	2016-08-16 09:12 AM
Stated Visit Length :	30 minutes
Actual Visit Length :	1 Minutes
Meeting Employee :	Dr Jones
Meeting Note :	case
Denial Reason :	

Visit Details: Was an override code used? Was Manual Check-out used; and by whom?

Rep / Vendor Roster Report

Use this report to view all the Vendor Reps associated with your facilities. This is a quick way to sort, select, and then **Perform Action** on groups of HCIRs all at one time.



In SEC³URE, pull down the **REPtools** menu and then select **Rep Roster Report**. Use the *Show* dropdown show from **10** to **All** results.

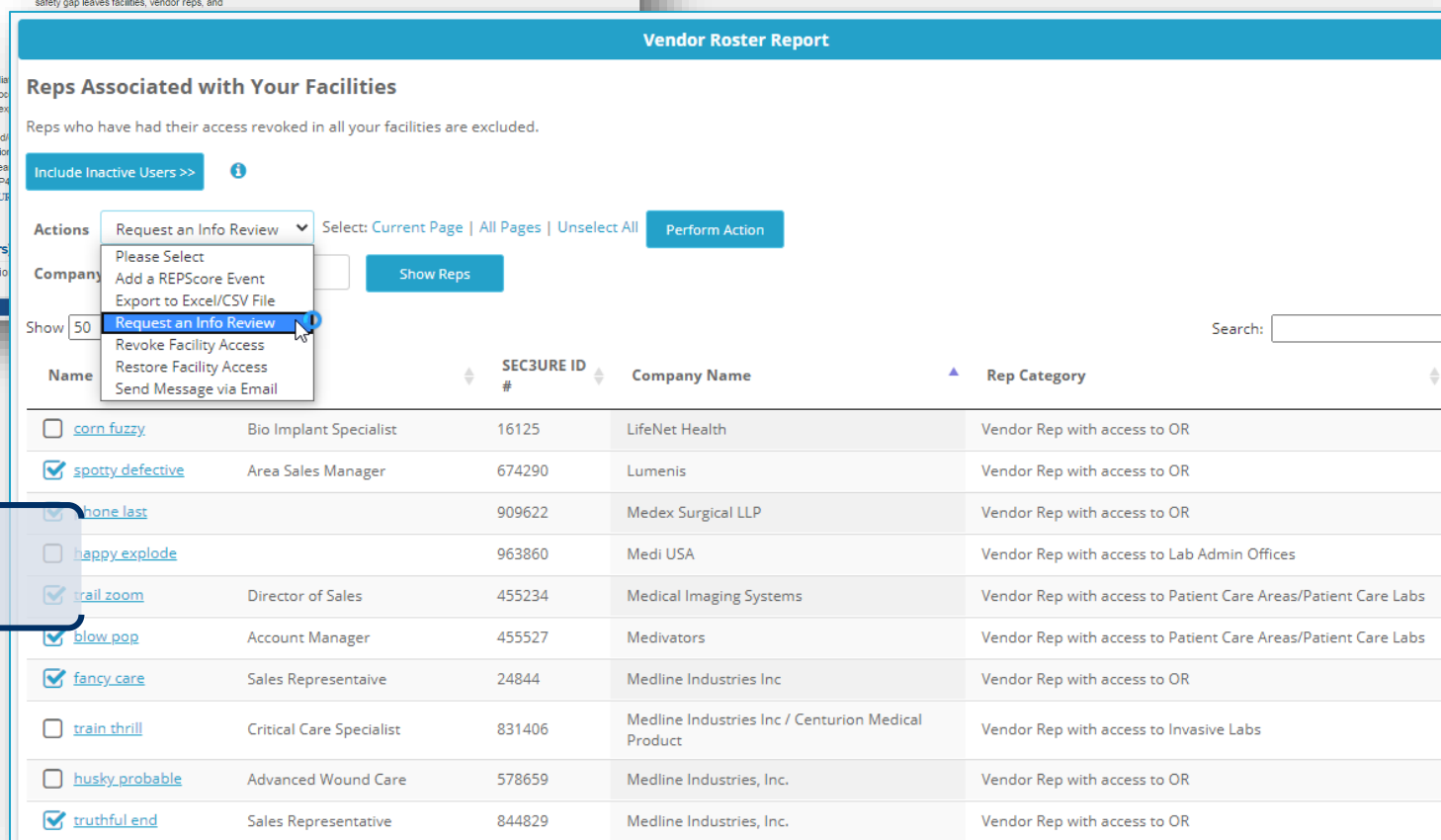
Use Type-ahead **Search** to narrow the results listed in the table. Sort the results ▲ *ascending* or ▼ *descending* by selecting the column headers.

Use the dropdown to perform **Actions** for the selected reps:

- Add a REPScore Event
- Export to Excel/CSV File
- Request and Info Review
- Revoke Facility Access
- Send Message via Email (REPblast)

KEY TIP: Select or sort by *Company Name* to perform actions for all HCIRs / Reps representing one company.

Rep Roster Report



Name	Company	Show	SEC3URE ID #	Company Name	Rep Category
<input type="checkbox"/> corn fuzzy	Bio Implant Specialist	16125	LifeNet Health	Vendor Rep with access to OR	
<input checked="" type="checkbox"/> spotty defective	Area Sales Manager	674290	Lumenis	Vendor Rep with access to OR	
<input checked="" type="checkbox"/> phone last		909622	Medex Surgical LLP	Vendor Rep with access to OR	
<input type="checkbox"/> happy explode		963860	Medi USA	Vendor Rep with access to Lab Admin Offices	
<input checked="" type="checkbox"/> trail zoom	Director of Sales	455234	Medical Imaging Systems	Vendor Rep with access to Patient Care Areas/Patient Care Labs	
<input checked="" type="checkbox"/> blow pop	Account Manager	455527	Medivators	Vendor Rep with access to Patient Care Areas/Patient Care Labs	
<input checked="" type="checkbox"/> fancy care	Sales Representative	24844	Medline Industries Inc	Vendor Rep with access to OR	
<input type="checkbox"/> train thrill	Critical Care Specialist	831406	Medline Industries Inc / Centurion Medical Product	Vendor Rep with access to Invasive Labs	
<input type="checkbox"/> husky probable	Advanced Wound Care	578659	Medline Industries, Inc.	Vendor Rep with access to OR	
<input checked="" type="checkbox"/> truthful end	Sales Representative	844829	Medline Industries, Inc.	Vendor Rep with access to OR	

Rep Compliance Report

This report shows compliance statuses of the Healthcare Industry Reps (HCIRs) with access to your facilities. Use this report to monitor and manage reps with potential compliance concerns.

IntelliCentrics Facility Area

Welcome: [Impress Future ID: 778887](#) | [Logout](#)

[Home](#) [Profile](#) [RETools](#) [REPscore](#) [Administration](#) [Visitor Management](#) [Help & Resources](#)

ActionAlert

- Outstanding Implementation Requirements
- Credential Exemption Request Review

Quick Links

- Find Rep
- REPsearch
- REPscore
- Help Doc
- Facility D
- Contact U

Your Facilities

- Sacred A Regional Demo) Compliance
- Develop (Tech Def Compliance 40%

Rep Compliance Report

Facility Access by Rep Category

Select a facility and a rep category to view the reps' compliance and entry statuses. Please note: Depending on the number of reps in your selected category, the report may take several minutes to complete.

Facility

(Selecting a new facility will reset your results)

Rep Category

Rep Exposed to Radiation ☐ Yes ☐ No ☐ Not-Yet-Answered ☒ All

Company

Compliance Status ☐ Non-compliant ☐ Compliant ☒ All

Revoked Status ☐ Non-revoked ☐ Revoked ☒ All

Visit Period

Include Inactive Users ☐ [?](#)

[Search](#)

Actions

All-Sacred Memorial (Hosp Demo)

Rep Compliance

Show entries

Search:

Na	Company	Rep Category	Orig. Attach Date	Facility Access	REPScore	Outstanding Requirements
<input checked="" type="checkbox"/> Bruce Wayne	IntelliCentrics	Vendor Rep with access to OR	2015-04-29	No	75 %	Credential: Hepatitis B Credential: Proof of Employer General Liability Coverage Credential: Evidence of Employer Product/Service Competency Credential: Radiation Exposure Policy: Test Policy 9-23-2016 Credential: Chicken Day

Select Rep(s) and then take **Actions**.

Select Facility & Rep criteria and **Search**

Rep's **Outstanding Credential Requirements**

In SEC3URE, pull down the **RETools** menu and then select **Rep Compliance Report**. Select the various search criteria and then **Search**.

Use the **Show** dropdown under the *Rep Compliance* table to list from 10 to ALL results.

Sort the results ▲ *ascending* or ▼ *descending* by selecting the column headers. Use Type-ahead **Search** to narrow the results listed in the tables (e.g., by *Company*).

Select individual reps by checking their corresponding checkboxes or select the links to select all on just the **Current Page** or **All Pages**.

Use the dropdown to perform **Actions** for the selected reps:

- Add a REPScore Event
- Export to Excel/CSV File
- Request and Info Review
- Revoke Facility Access
- Send Message via Email (REPblast)

KEY TIP: This report may take several minutes to complete if there are many HCIR / Reps included in the selected category.

Rep Category Report

Use this report to quickly filter your facility's HCIR / Reps by categories. Reps place themselves in a rep category when they first register. You may easily select groups of reps and then quickly perform necessary actions.

Rep Category Report

Upon account creation, each account holder chooses their category and zone based on a questionnaire. This report allows you to validate their choice of category and zone. Select a facility and a rep category to view the results and contact your concierge manage with any concerns.

Facility: Sacred Memorial (Hosp Demo)

Rep Category: Vendor Rep with access to OR

Revoked Status: ☐ Reps With Unrevoked Access ☒ All Reps

Include Inactive Users: ☐ ⓘ

Search

Please note: Facility Access assumes the facility is live and entry requirements are being enforced.

Choose an action from the drop down menu below, select the appropriate reps, and click Perform Action. When the dialog box opens, add the necessary details to complete the action.

Actions: Select:

Rep Category

Show 10 entries

Name	Company Name	Recent Visits								
<input checked="" type="checkbox"/> Bruce Wayne	IntelliCentrics	<table><thead><tr><th>Date</th><th>Location</th></tr></thead><tbody><tr><td>2016-03-14</td><td>Clinic</td></tr><tr><td>2016-03-11</td><td>Clinic</td></tr><tr><td>2016-01-26</td><td>Jhvhuhjhcjg</td></tr></tbody></table>	Date	Location	2016-03-14	Clinic	2016-03-11	Clinic	2016-01-26	Jhvhuhjhcjg
Date	Location									
2016-03-14	Clinic									
2016-03-11	Clinic									
2016-01-26	Jhvhuhjhcjg									
<input checked="" type="checkbox"/> Eleanor Duncan	IntelliCentrics	<table><thead><tr><th>Date</th><th>Location</th></tr></thead><tbody><tr><td>2016-09-06</td><td>Clinic</td></tr><tr><td>2016-08-16</td><td>Clinic</td></tr></tbody></table>	Date	Location	2016-09-06	Clinic	2016-08-16	Clinic		
Date	Location									
2016-09-06	Clinic									
2016-08-16	Clinic									

[More...](#)

In SEC³URE, pull down the **REPtools** menu and select **Rep Category Report**.

Use the **Show** dropdown under the *Rep Category* table to list from 10 to All results. The table lists the three most recent visits. Select **More...** to go to the Rep's Dashboard and view more Facility Visits.

Sort the results ▲ *ascending* or ▼ *descending* by selecting the column headers. Use Type-ahead **Search** to narrow the results listed in the table (e.g., by *Company Name*).

Select individual reps by checking their corresponding checkboxes or select the links to select all on just the **Current Page** or **All Pages**.

Use the dropdown to perform **Actions** for the selected reps:

- Add a REPScore Event
- Export to Excel/CSV File
- Request and Info Review
- Revoke Facility Access
- Send Message via Email (REPblast)

KEY TIP: You can quickly locate and perform actions on all reps associated with a specific company by using type-ahead **Search**.

Select Facility & Category criteria and **Search**

Type-ahead **Search**

View Recent Visits to this facility.
More... to go to Rep Dashboard

Facility Visits

Show 10 entries

Facility	Date/Time	Stated Length	Actual Length	Visit Details
Sacred Memorial (Hosp Demo)	2016-03-14 01:38 PM	120 Minutes	93900 Minutes	View
Sacred Memorial (Hosp Demo)	2016-03-11 08:22 PM	120 Minutes	3855 Minutes	View
Sacred Memorial (Hosp Demo)	2016-01-26 02:35 PM	120 Minutes	42 Minutes	View
Sacred Memorial (Hosp Demo)	2016-01-25 09:49 AM	60 Minutes	600 Minutes	View

Vendor Override Report

Use this report to monitor facility use of check-in override codes. Monitor Healthcare Industry Reps (HCIRs) / Vendors, as well as *Facility Users*, who may be attempting to circumvent facility requirements and policies.

Vendor Override Report

Start Date: 2016-08-16
End Date: 2016-09-15
Facility: All Facilities

Search

Manual Check-in Overrides by company name

Show 10 entries

Facility Name	Company Name	Name	Number of Overrides
Sacred Alaska Regional (Sales Demo)	IntelliCentrics	Eleanor Duncan	1
Sacred Memorial (Hosp Demo)	LAMB Technologies, Inc.	John Musachia	3
Sacred Memorial (Hosp Demo)	IntelliCentrics	Eleanor Duncan	3
Sacred Memorial (Hosp Demo)	Direct Access Medical	John Brannigan	1

Previous 1 Next

Manual Check-in Overrides by facility user

Show 10 entries

Facility User	Number of Overrides	
Sacred Alaska Regional (Sales Demo)	Eleanor Duncan	1
Sacred Memorial (Hosp Demo)	Eleanor Duncan	7

Previous 1 Next

All Manual check-in overrides for your selected facilities

Show 10 entries

Facility Name	Company Name	Name	Facility User	Override Date
Sacred Memorial (Hosp Demo)	LAMB Technologies, Inc.	John Musachia	Eleanor Duncan	2016-08-26 04:01 PM
Sacred Memorial (Hosp Demo)	LAMB Technologies, Inc.	John Musachia	Eleanor Duncan	2016-08-26 02:47 PM

Export Overrides to Excel/CSV

In SEC³URE, pull down the **REPtools** menu and select the **Vendor Override Report**. Use the *Date* and *Facility* options to expand or narrow your *Search* results. Use the *Show* dropdown in each of the tables listed to list from 10 to All results:

- Manual Check-in Overrides by **company name**
- Manual Check-in Overrides by **facility user**
- All Manual Check-in Overrides** for your selected facilities

Use Type-ahead **Search** to narrow the results listed in the tables. Sort the results ▲ *ascending* or ▼ *descending* by selecting the column headers.

KEY TIP: Share this information so facility employees understand the importance of maintaining SEC³URE facilities.

Type-ahead Search

Export ALL overrides to Excel / *CSV file

Credential / Policy Expiry Report:

Use the **Credential/Policy Expiry Report** to review HCIR / Rep compliance and facility entry status.

IntelliCentrics Facility Area

Welcome: [User Name] | Logout

- Host Support Specialist: 817-SEC3URE (732-3873), Option 3 hostsupport@intellcentrics.com
- Inside Sales: 817-SEC3URE (732-3873), Option 9 sales@intellcentrics.com
- Implementation Team: 817-SEC3URE (732-3873), Option 7 implementationteam@intellcentrics.com
- Concierge Overview: On File

Home Profile REPtools REPscore Administration Visitor Management Help & Resources

Action Alert

- Outstanding Implementation Requirements
- Credential Exemption Request to Review

Quick Links

- Find Rep Login ID
- REPsearch / Add REPScore
- Help Documents
- Facility Dashboard
- Contact Us

Your Facilities

- Sacred Alaska Regional (Sales Demo) Compliance Score: 0%
- Development Facility (Tech Demo) Compliance Score: 40%

Credential/Policy Expiry Report

Select a facility and a rep category to view the reps' compliance and entry statuses. Please note: Depending on the number of reps in your selected category, the report may take several minutes to complete.

Facility: Sacred Memorial (Hosp Demo)

Credential: Credential: Radiation Safety Training

Policy: All

Rep Category: All

Compliance Status: ☐ Non-compliant ☐ Compliant ☒ All

Revoked Status: ☐ Non-revoked ☐ Revoked ☒ All

Visit Period: 90 days

Select Facility & Rep criteria and Search

Search

Please note: Facility Access assumes the facility is live and entry requirements are being enforced.

Choose an action from the drop down menu below, select the appropriate reps, and click Perform Action. When the dialog box opens, add the necessary details to complete the action.

Actions: ☐ Send Message via Email ☐ Please Select ☐ Add a REPScore Event ☐ Export to Excel/CSV File ☐ Request an Info Review ☐ Revoke Facility Access ☐ Send Message via Email

Perform Action

Credential/Policy Expiry

Name	Company	Rep Category	Orig. Attach Date	Facility Access*	Expiring Credentials/Policies in The Next 30 Days
<input checked="" type="checkbox"/> flow.support	Shockwave Medical, Inc.	Vendor Rep with access to OR	2015-04-29	Yes	
<input checked="" type="checkbox"/> melted.unwieldy	IntelliCentrics	Delivery Person with access to Facility	2016-05-25	Yes	

Showing 1 to 2 of 2 entries

Previous 1 Next

Select Rep(s) and then take Actions

From your SEC³URE Home:

- Pull down the **REPtools** menu and select **Credential/Policy Expiry Report**
- Select the specific **Facility**, and then choose from the other report parameters (*look specifically for **Credential: Radiation Exposure***) and then the **Show Reps >>** button
Note: This report may take several minutes depending on the number of HCIRs / Reps attached to the facility.

This report may take several minutes to compile and display results.

In the results table, you may:

- Select the name to view the individual's Rep Dashboard
- Check the names and then **Perform Action** on those selected HCIRs / Reps (*Export results to Excel/CSV, Add REPScore Event, Request Info Review, Revoke Facility Access, or Send Message via Email – "REPBlast"*)

KEY TIP: Click on the column names to sort the results
▲ ascending or ▼ descending.

KEY TIP: Use your browser's Search/Find feature to locate any credentials or policies expiring in the next 30 days.

Look for any **Credential** or **Policy** and the date it will expire for the HCIR / Rep

Facility REPScore Report:

This report shows you the vendor supplier reps who have events at the selected facilities along with the REPScore at those selected facilities.

Facility REPScore

Search REPScore

System: Demonstration Group
Division: All
Facility: All
Company: IntelliCentrics

Actions: Export to Excel/CSV File | Select: Current Page | All Pages | Unselect All | **Perform Action**

ID	First Name	Last Name	Rep Category	Company	Number of Events	Positive Events	Negative Events	Facility REPScore
457368	Eleanor	Duncan	Vendor Rep with access to OR	IntelliCentrics	7	7	0	100 %
917675	IntelliCentrics	CustomerService	Clergy with access to Patient Care Areas	IntelliCentrics	53	48	5	91 %
967469	Jane	Doe	Clergy with access to Patient Care Areas	IntelliCentrics	13	11	2	85 %
854333	Dick	Grayson	Durable Medical Equipment Provider with access to Patient Care Areas	IntelliCentrics	157	121	36	77 %
752955	Test	User	Volunteers with access to Facility	IntelliCentrics	1	0	1	-- %
922066	Oswald	Cobblepot	Clinical Contract Provider with access to OR/Patient Care Areas	IntelliCentrics	2	0	2	-- %
569941	John	Gibson	Vendor Rep with access to OR	IntelliCentrics	1	0	1	-- %
682596	Jason	McGee	Clinical Contract Provider with access to OR/Patient Care Areas	IntelliCentrics	1	0	1	-- %
852302	Tim	Drake	Service Tech/Manager with access to Invasive Labs	IntelliCentrics	1	0	1	-- %

Showing 1 to 9 of 9 entries

From your SEC³URE Home:

- Pull down the **REPTools** menu and select **Facility REPScore**
- Select the specific **System, Division, and/or Facility**. You may also select a specific Company.
- Select **Search**

In the results table, you may:

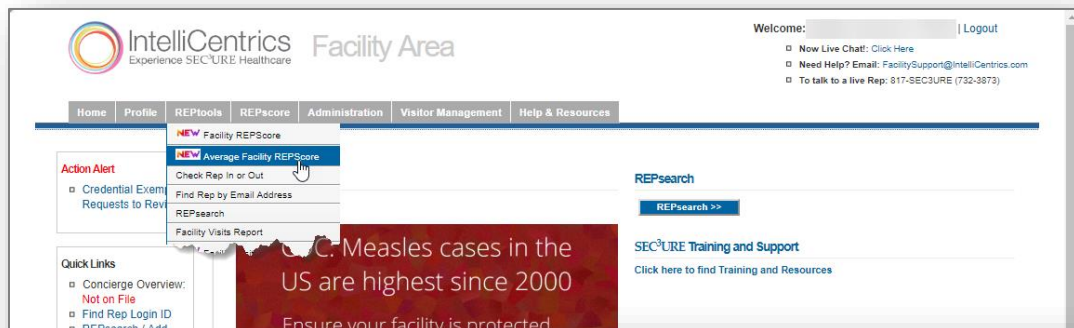
- Select the rep ID to view the individual's Rep Dashboard
- Check the names and then **Perform Action** on those selected HCIRs / Reps (*Export results to Excel/CSV*)

KEY TIP: Click on the column names to sort the results
▲ ascending or ▼ descending.

Select Rep(s) and then
Perform Action

Average Facility REPScore Report:

Use the Average Facility REPScore Report to show the average REPScore for all events at the facility for all facility(s) the Host Admin is connected to.



From your SEC³URE Home:

- Pull down the **REPtools** menu and select **Average Facility REPScore**
- Sort the facilities by the types of events or by the average facility REPScore

In the results table, you may check the facilities and then **Perform Action** (*Export results to Excel/CSV*)

Average Facility REPScore					
Actions: Export to Excel/CSV File Select: Current Page All Pages Unselect All Perform Action					
Show 10 entries					
Facility Name	Number of Events	Positive Events	Negative Events	Average Facility REPScore	# of HCIRS w/ Events
<input checked="" type="checkbox"/> Sacred Memorial Hospital - Demo	16	14	2	88 %	3
<input checked="" type="checkbox"/> Sacred Memorial (Hosp Demo)	187	146	41	78 %	7
<input checked="" type="checkbox"/> Development Facility (Tech Demo)	28	21	7	75 %	6
<input checked="" type="checkbox"/> Sacred Alaska Regional (Sales Demo)	11	7	4	64 %	3
<input checked="" type="checkbox"/> Sacred Lewisville (Test)	0	0	0	-- %	0
<input checked="" type="checkbox"/> Sacred Memorial DNA-ATGCT	0	0	0	-- %	0
<input checked="" type="checkbox"/> Test Facility (Tech Testing)	0	0	0	-- %	0
Showing 1 to 7 of 7 entries					
Previous 1 Next					

Click the column headers to sort ascending and descending

Select Facility(s) and then Perform Action

Facility Radiation Exposure Report:

The **Facility Radiation Exposure Report** shows you HCIR / Rep compliance for both *Radiation Exposure* and *Radiation Training* credentials in your facilities. Monitor your HCIR / Rep populations and quickly respond to radiation exposure events.

Select Facility & Rep radiation criteria and Search

Facility Radiation Report

Select a facility to view the radiation exposure for the reps attached to your facilities where the radiation exposure and safety training credentials are required. This will list compliant and non-compliant reps as well as whether they are above or below NRC radiation exposure limit levels.

Facility: Sacred Memorial (Hosp Demo)

Facility Radiation Compliance: ☒ All ☐ Non-compliant ☐ Compliant

Revoked Status: ☒ All ☐ Non-revoked ☐ Revoked

Visit Period: Do not apply

Exposure: ☒ All ☐ Exposure Data on File ☐ Exposure Data above NRC limits

Search

Please note: Facility Access assumes the facility is live and entry requirements are being enforced.

Choose an action from the drop down menu below, select the appropriate reps, and click Perform Action. When the dialog box opens, add the necessary details to complete the action.

Actions: Send Message via Email Select: Current Page | All Pages | Unselect All Perform Action

Name	Company	Rep Category	Radiation Exposure Compliance Status	Radiation Training Compliance Status
<input type="checkbox"/> melted unwieldy	IntelliCentrics	Delivery Person with access to Facility	✓	✓
<input type="checkbox"/> somber sad	IntelliCentrics	Tissue Rep with access to OR	✓	✓
<input checked="" type="checkbox"/> roll curved	Test	Vendor Rep with access to Admin Offices/Purchasing	✗	✗
<input type="checkbox"/> pear hose	IntelliCentrics	Vendor Rep with access to OR	✓	✓
<input checked="" type="checkbox"/> combative spooly	IntelliCentrics	Vendor Rep with access to OR	✗	✗
<input checked="" type="checkbox"/> minute nogy	IntelliCentrics	Vendor Rep with access to OR	✗	✗
<input checked="" type="checkbox"/> marked berserk	IntelliCentrics	Vendor Rep with access to OR	✗	✗
<input checked="" type="checkbox"/> flow support	IntelliCentrics	Vendor Rep with access to OR	✗	✗
<input checked="" type="checkbox"/> bulb accept	American Alarm Systems, Inc.	Vendor Rep with access to OR	✗	✗
<input checked="" type="checkbox"/> apparel field	Eric Price Custom Painting	Vendor Rep with access to OR	✗	✗

Showing 1 to 10 of 12 entries Previous 1 2 Next

From your SEC³URE Home:

- Pull down the **REptools** menu and select **Facility Radiation Exposure Report**
- Select the specific **Facility**, choose any of the other report parameters and then **Search**.

In the results table:

- Green checkmarks indicate the Rep is compliant for either the *Radiation Exposure* and/or the *Radiation Training* credentials.
- Select the name to launch the individual's Rep Dashboard and then **View Existing Credentials**
- Check the names and then **Perform Action** on those selected HCIRs / Reps (*Export results to Excel/CSV, Add REPscore Event, Request Info Review, Revoke Facility Access, or Send Message via Email*)

KEY TIP: This report shows only facilities with radiation exposure or radiation training credentials as a requirement.

NRC ALARA Guidelines | Yearly & Quarterly Limits

Body DDE > 5,000 mrem yr. > 1,250 mrem qtr.

Eye LDE > 15,000 mrem yr. > 3,750 mrem qtr.

Extremity SDE > 50,000 mrem yr. > 12,500 mrem qtr.

Look for **green ✓** and **red ✗** to denote radiation compliance

Seasonal Flu Report:

A common goal of both The Joint Commission (TJC) and the U.S. Department of Health and Human Services (HHS) is to prevent the spread of influenza in healthcare settings by continually increasing the vaccination rates of healthcare personnel.

The **Seasonal Flu Report** displays the vaccination status of a wide range of individuals who checked into your facility including contracted personnel, healthcare industry reps, volunteers, students and other nonemployees who work in the facility within patient care areas.

Select Facility and then Display Snapshot Report >>

Seasonal Flu Report

Who's Onsite Dashboard

COVID-19 Questionnaire Report

NEW Facility REPScore

NEW Average Facility REPScore

Check Rep In or Out

Find Rep by Email Address

REPsearch

Facility Visits Report

NEW Facility Visits Report

Rep Roster Report

NEW Rep Roster Report

Rep Compliance Report

NEW Rep Compliance Report

Rep Category Report

NEW Rep Category Report

Vendor Override Report

NEW Vendor Override Report

Seasonal Flu Report

Credential/Policy Expiry Report

NEW Credential/Policy Expiry Report

Facility Radiation Exposure Report

NEW Facility Radiation Exposure Report

Credential Matrix

ed your facility starting from 2021-10-01 will be included in the report.

port is always today or the end of current flu season, whichever comes earlier.

Display Snapshot Report >>

Export Snapshot to Excel/CSV >>

Season - A total of 15 unique reps visited your facility(s) from 2021-10-01 to 2022-03-31. Of these 6 (40.0%) had vaccination credentials.

02-25-2022 10:02 AM

aps visited your facility(s) since 10-01-2021. Of these 6 (40.0%) have vaccination credentials.

Vendor Type	Vaccinated	Non Vaccinated				= Total
		No Credential	Declined	Medical Exemption	Religious Exemption	
Clinical Contract Provider with access to OR/Patient Care Areas	1 (50.0%)	1 (50.0%)	0 (0.0%)	0 (0.0%)	0 (0.0%)	1 (50.0%)
Vendor Rep with access to OR	2 (33.3%)	4 (66.7%)	0 (0.0%)	0 (0.0%)	0 (0.0%)	4 (66.7%)
Tissue Rep with access to OR	1 (100.0%)	0 (0.0%)	0 (0.0%)	0 (0.0%)	0 (0.0%)	0 (0.0%)
Facilities Management with access to Facility	0 (0.0%)	2 (100.0%)	0 (0.0%)	0 (0.0%)	0 (0.0%)	2 (100.0%)
Delivery Person with access to Facility	0 (0.0%)	1 (100.0%)	0 (0.0%)	0 (0.0%)	0 (0.0%)	1 (100.0%)
Vendor Rep with access to Lab Admin Offices	1 (100.0%)	0 (0.0%)	0 (0.0%)	0 (0.0%)	0 (0.0%)	0 (0.0%)
Service Tech/Manager with access to OR	1 (100.0%)	0 (0.0%)	0 (0.0%)	0 (0.0%)	0 (0.0%)	0 (0.0%)
Pharmaceutical Rep/Manager with access to Facility	0 (0.0%)	1 (100.0%)	0 (0.0%)	0 (0.0%)	0 (0.0%)	1 (100.0%)
Totals	6	9	0	0	0	9

From your SEC³URE Home:

- Pull down the **REPTools** menu and select **Seasonal Flu Report**
- For the current season:* Select the **Facility** and then **Display Snapshot Report >>**
- For a prior year's flu season:* Select a prior flu season in the left navigation links, select a **Facility**, and then **Display Snapshot Report >>**

In the *Seasonal Results* table:

- The overall vaccination rates
- The number and percentage of **Vaccinated** (green)
- Non Vaccinated** (red/orange) rates by:
 - No Credential submitted
 - Declined vaccination
 - Medical Exemptions
 - Religious Exemptions

KEY TIP: The original TJC and HHS seasonal goal was a 90% rate by 2020. While that element of performance goal has been retired, The Joint Commission still advises: "organizations should continue to strive to increase compliance with influenza vaccinations and take action to improve vaccination rates."

COVID-19 Questionnaire Report:

If this has been enabled for your facility(ies); the **COVID-19 Questionnaire Report** shows you if healthcare professionals have answered the COVID-19 question, either “Yes” or “No,” every time they have checked-into the facility.

Select report parameters and then Show Responses >>

Select a date range to search.

Start Date: 2021-01-01
End Date: 2022-02-25
Facility: All Facilities
User Type: All User Types

Show Responses >>

Questionnaire Responses

Export Responses to Excel/CSV >>

Show 10 entries

Rep	Company	Facility	Response	Date/Time
Falcon Test	Bay Area Copier	Ethos - Development Facility (Tech Demo)	NO	02-17-2022 01:11:33 PM
Falcon Test	Bay Area Copier	Ethos - Development Facility (Tech Demo)	NO	02-14-2022 03:18:08 PM
Falcon Test	Bay Area Copier	Ethos - Development Facility (Tech Demo)	NO	02-14-2022 03:16:27 PM
		Ethos - Development Facility (Tech Demo)	NO	02-11-2022 04:49:03 PM
		Ethos - Development Facility (Tech Demo)	NO	02-10-2022 01:48:15 PM
		Ethos - Development Facility (Tech Demo)	NO	02-10-2022 01:26:58 PM
		Ethos - Development Facility (Tech Demo)	NO	02-10-2022 01:23:20 PM
		Ethos - Development Facility (Tech Demo)	YES	02-10-2022 01:23:07 PM
		Ethos - Development Facility (Tech Demo)	NO	02-08-2022 02:51:42 PM
		Ethos - Development Facility (Tech Demo)	NO	02-08-2022 12:37:45 PM

KEY TIP: Sort the results table ascending / descending by clicking once or twice in the column headings.

From your SEC³URE Home:

- Pull down the **RETools** menu and select **COVID-19 Questionnaire Report**
- Select the **Start** and **End Date** range (after January 2021)
- Select the specific **Facility** or **ALL Facilities**
- Select a specific **User Type** (Rep Category) or leave as **All User Types**
- Show Responses >>**

In the *Questionnaire Responses* results table:

- It lists every instance a rep checked-into the facility(ies)
- The responses every rep chose at every check-in
- Select a Rep name to launch the individual’s Rep Dashboard and then take any necessary actions
- Select **Export Responses to Excel/CSV >>** to create a snapshot report

For more information about boosting COVID-19 efforts:

[Complete COVID-19 Compliance with SEC³URE](#)

If the facility does not currently have the COVID-19 Questionnaire enabled at check-in, contact your IntelliCentrics Hero today.

Credential Matrix:

This report allows facility System or Division administrators to view and compare the credential settings for each facility. Use the SEC³URE Credential Matrix to audit and review current settings, gain additional insight into inconsistencies, and monitor facility level settings so you may further reduce risks.

The screenshot shows the IntelliCentrics Facility Area interface. On the left, a sidebar lists various reports, with 'Credential Matrix' highlighted. The main area displays a table with columns: Facility Name, Last Updated On, Last Updated By, Exemption Request Policy, Chicken Pox, MMR - Measles, Mumps and Rubella, Hepatitis B, and Tuberculosis. A callout box with a blue border and white background says 'Select a Rep Category and then Show >>'. Below the table, an Excel spreadsheet is open, showing the exported data. The spreadsheet has columns for Facility Name, Last Updated On, Last Updated By, Exemption Request Policy, Chicken Pox, MMR - Measles, Mumps and Rubella, Hepatitis B, and Tuberculosis. A sort dialog box is open, showing the 'Rep Category/Exposure Factor' column selected for sorting.

From your SEC³URE Home:

- Pull down the **RETools** menu and select **Credential Matrix**
- Select the specific **Rep Category/Exposure Factor**: and then **Show**

In the results matrix for that specific Rep Category:

- The **SEC³URE Community Standard** credential set is provided as a 'baseline' to compare with your facilities.
- The facilities listed or categorized within the system or division
- All the credential requirements are listed across to the right of the report – *scroll all the way to the bottom of the table to access the horizontal scroll*

The Credential Matrix works best when exported as an Excel/CSV file. Select either:

- Export to Excel/CSV File**
Exports just the Rep Category displayed
- Export All to Excel/CSV File**
Exports ALL Rep Categories for ALL facilities

Watch the [SEC³URE Credential Matrix video](#) to see it in action

KEY TIP: Credential listed with an asterisk* means Declinations/Attestations accepted.

Reports: Available Actions

Actions

Add Repscore Event

Document positive or negative behavior by the reps listed below. They will be notified of this action via email.

Event Type * ☒ Positive Event ☐ Negative Event

Event Description *

Facility

Event Note

Your note will be viewed by the rep.

☐ Include Outstanding Requirements

Add Repscore

Add Repscore Event to document rep behaviors

Export (Rep Details) to Excel/CSV File

Actions

Export to Excel/CSV File

Use this page to export the rep details listed below to Excel. You can choose whether or not to include outstanding requirements. After you click on Export to Excel/CSV, you will be prompted to Open/Save a CSV file.

* Indicates required field

Terms of Use * ☒ As previously agreed to in the SEC3URE Terms of Use, I certify I will not use this function except for the expressed purpose of Credentialing.

Include Outstanding Requirements ☐ No ☒ Yes for facility:

Please note: It may take additional seconds to generate the report if outstanding requirements is selected.

Export to Excel/CSV File

SEC3URE_Vendor_Export - Microsoft Excel

ID #	First Name	Last Name	Email	Company	Vendor Category	REPScore	Address1	Address2	City	State	Country	Zip
81	John	Musachia	81@reptri.LAMB Tech Service Te	91%	918 Colun Suite #11C Oak Park	IL	US					
68808	John	Vendor	68808@reptri.LAMB Tech Service Te	73%	708 Valley Ridge Cirr Lewisville	TX	US					
457368	Eleanor	Duncan	tiger101@IntelliCentr Vendor Re	98%	123 any street	Irmo	TX	US				
501102	John	Brannig	dalenamr Direct Acc Clinical Ci	38%	102 Averill Lane	Irmo	SC	US				
632141	April	Honeysu	632141@ Zefon	Vendor Re	0%	5350 SW 1st Ln.	Ocala	FL	US			
751280	Sally	Cleary	751280@ Wired to t Delivery P--%									
835052	John	3	Hampar jhrep3@y alphaOme Service Te	60%								
835135	John	3	Automat									

Revoke or Restore Facility Access for one or many selected

Actions

Revoke Facility Access

Revoke facility access for the reps listed below. When reps' access is revoked, they will be notified of the action by email and will not be able to check in until their access is restored.

* Indicates required field

Facility

Note *

Please contact Tanisha McFadden with any questions or concerns. Thank you for your cooperation.

Please note: You can only revoke a rep's access once per facility, per day. If you exceed that limit for a skipped.

Show 10 entries

Name	SEC3URE ID #	Today's Existing Actions
Sally Cleary	751280	

Send Message via Email (goes to Rep's email)

REPblast

Actions

Send Message via Email

Send a custom email message to the reps listed below.

* Indicates required field

From

Facility

Send a copy of this email to: ☒

Message Salutation ☒ Include: "Dear <First Name Last Name >,"

Message Body *

Message sent from: <Facility Name >

Message Footer

Send Message

Request an Info Review

Rep(s) will need to follow-up with you directly

Actions

Request an Info Review

Request an info review from the reps listed below. The Rep(s) will be emailed the review document selected, and receive weekly reminders that it is outstanding. They must return it to you per the instructions contained within the date you select. If the review is not marked as received by this date, they will lose access to your facility until the date you select.

Facility

Review Document *

Date Required *

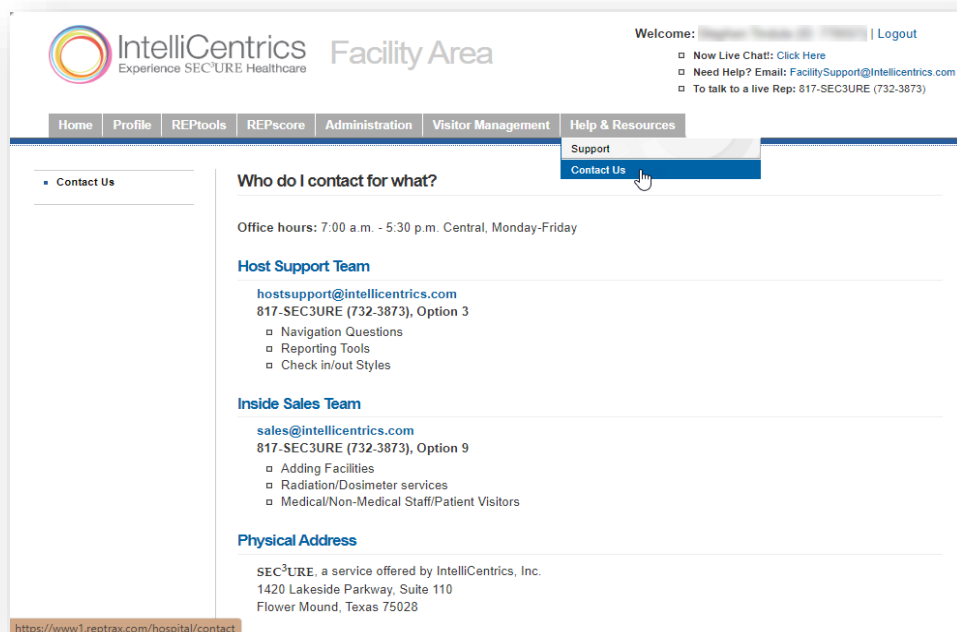
Please note: You may only have one open review request for each rep. Any new requests will overwrite previous ones. You may only request a review once per day.

Show 10 entries

Name	SEC3URE ID #	Today's Existing Actions
John Musachia	81	

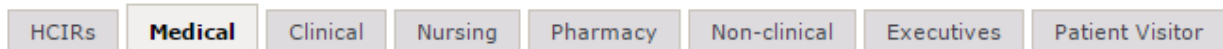
Support

For additional facility support, please call us at 817-SEC3URE (732-3873), fill out an online [support inquiry](#), or contact an [IntelliCentrics Hero](#) directly.



Additional Facility Roles:

IntelliCentrics is a community of professionals, patients, their families, and facilities, working together to achieve a safe and SEC3URE healthcare experience. Contact [IntelliCentrics Marketing](#) to find out how to expand your facility's SEC3URE environment.



Thank you for your interest in expanding your facility's safety and security. The group you have selected is not included in your current SEC3URE services. In order to SEC3URE this group, please dial 817-SEC3URE (732-3873) or email marketing@IntelliCentrics.com. It is most helpful if your email includes the contact name and department for group who might be interested in the expanded service. Your information will be provided to the appropriate IntelliCentrics team member who