

Each provider must identify a Human Resource Designee and provide the information listed below to the Provider Relations Department via fax 810 496 5770 or email @ providernetwork@genhs.org. GHS - IT Department will then send Computer User Agreements for "CHIP" Electronic Medical Record (EMR) access.

HR Designee

Name:

Title:

Email:

Hire Date:

Date of Birth:

Phone Number:

Supervisor's Name & email:

Credential/License:

License # & effective dates:

We have provided an explanation of the HR Designee Responsibilities and a copy of the "HR Staff Guide". As HR Designee, you will be able to create staff records in CHIP and create a Computer Acceptable User Agreement (CAUA) for your staff as needed.