

Add/Remove Phoenix User

<i>Requestor Information:</i>	
Date of Request:	Need by Date:
Requestor Name:	Requestor Phone:
Agency:	
<i>New Phoenix User Account Creation:</i>	
New Name:	Agency:
	Residential Provider? <input type="checkbox"/> Yes <input type="checkbox"/> No
User email address:	
Existing username account to mirror this user account after:	
What role this user will have: <input type="checkbox"/> Provider Billing/Claims <input type="checkbox"/> Provider Clinician <input type="checkbox"/> Clerical/Records Staff <input type="checkbox"/> Other – please specify:	
<i>User Account Termination:</i>	
User Account Termination:	Termination Date:
Please complete this form, save it and then attach and email the form to the Help Desk at helpdesk@babha.org Thank you, Help Desk Staff 989-497-1317	

Other info/comments