

Special Access to SCMetrix™ for Site and Group Administrators

SCMetrix™ provides password-protected site access to hospitals and their authorized representatives for the sole purpose of participating in the benchmarking and performance improvement tool. Site access will not be provided to non-participating hospitals and other organizations (i.e. consultants, GPOs, distributors, etc.) unless they are serving as an authorized agent for a hospital or group of hospitals. Authorized agents of a participating hospital must complete a SCMetrix permission form (download form) before proceeding to register with SCMetrix™

Roles and Responsibilities of Site Administrators:

- You will act as your hospital's primary representative for the successful implementation of SCMetrix™.
- You will oversee the SCMetrix™ data entry efforts so your hospital provides accurate, timely inputs to the benchmarking tool.
- To insure comparability among hospitals, you agree to follow the data definitions and procedures for the entry of valid, accurate data for your hospital.
- You agree to identify and recruit appropriate informants for your hospital's practices and capabilities assessments.
- You agree to attend all training webinars as specified on the website before submitting benchmarking data.
- You have the main responsibility to approve and authorize your hospital's user accounts, insuring that qualified hospital representatives have appropriate roles in the SCMetrix™ benchmarking tool.
- You will receive e-mail notices from SCMetrix™ regarding user requests and time-sensitive activities. You agree to respond to these e-mail messages in a timely manner.
- All SCMetrix™ site administrators receive an ASU Guest user account and password. According to the ASU policies, this account is for your use only and no other users should be given access to this account. You will be held responsible for the consequences of unauthorized or illegal transactions.

Roles and Responsibilities of Group Administrators:

- Carry out the same roles and responsibilities as site administrators for multiple hospitals. These hospitals should be part of an organized-affiliation of hospitals such as a hospital system, integrated delivery network, consortium, group purchasing organization, etc.

Conditions of Use

Please review and agree to the Conditions below before proceeding to create a SCMetrix™ Site/Group Administrator account.

- The SCMetrix™ methodology and dashboarding data should be used only for the purposes of improving your hospital's supply chain efforts.
- Do not use SCMetrix™ methodology and/or benchmark data files for commercial purposes or private gain. The methodology includes the metrics, all data requirements and survey questions.
- Do not browse or use SCMetrix™ methodology and/or data files for unauthorized or illegal purposes.
- Do not make any disclosure of SCMetrix™ methodology and/or data that is not specifically authorized.
- Do not reveal or attempt to reveal any individually identifiable information furnished, acquired, retrieved, or assembled in connection with the SCMetrix™ database for any purpose.
- Do not attempt to identify individual hospitals in the SCMetrix™ database by joining that data with other available data.
- Do not change, delete, or otherwise alter SCMetrix™ methodology and/or data files unless you have been specifically authorized to do so.
- Do not intentionally cause corruption or disruption of SCMetrix™ data entry screens or data files.
- If you decide to no longer serve as your hospital's site administrator, please notify SCMetrix™ at scmetrix@asu.edu. You will be requested to provide the name and contact information of the new site administrator.
- A violation of these security requirements could result in termination of systems access privileges and/or disciplinary/adverse action up to and including removal from Federal Service, depending upon the seriousness of the offense. In addition, Federal, State, and/or local laws may provide criminal penalties for any person illegally accessing or using a Government-owned or operated computer system illegally.
- Report any loss or breach of security to the SCMetrix™ at scmetrix@asu.edu.
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