

USMD - User Maintenance Detail

This screen will display detailed information about a specific worker in the CAPS system. Workers can enter any USER ID and obtain information regarding that ID. This screen can be accessed directly by typing USMD in the PATH and can also be accessed by selecting a worker from the USML (User Maintenance List) screen.

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CAFSUSMD                USER MAINTENANCE DETAIL                03/16/2010    10:28
USER ID : CS4566        MODIFY

    USER ID              : CS4566                START DATE: 01/01/1995
                                                TERMINATION DATE: 99/99/9999
    FIRST NAME           : MARY
    MIDDLE NAME          : CLARE
    LAST NAME            : REYNOLDS

    STAFF TYPE           : SMN  HELP DESK/CAPS STAFF
    SUPERTASKS           : N    DAY CARE ACCESS: N

    SUPERVISOR ID        : C84720  LAMKA, VERONICA
    SERVICE REGION       : 4  SOUTHWESTERN REGION
    RGN ACCESS           : N
    SERVICE COUNTIES     : 025
    LOCATION              :

    TITLE                : NORTHRUP GRUMMAN SYS TRAINER
    TELEPHONE            : (406) 443-8400  EXT:
    CONTACT COUNTY       : 025  LEWIS & CLARK
    EMAIL ADDRESS        : MARY.REYNOLDS@NGC.COM

SHFT+F5=SATD

                                PATH:
```

Field Descriptions (F12) indicates code lookup is available.

USER ID

This field will display the C number for the worker.

START DATE

This field will display the date the worker was activated as a CAPS system user.

TERMINATION DATE

This field will display the date the worker was terminated as a CAPS system user.

FIRST NAME

This field will display the first name of the worker.

MIDDLE NAME

This field will display the middle name of the worker.

LAST NAME

This field will display the last name of the worker.

STAFF TYPE (F12)

This field will display the assigned staff type code for the worker, along with a partial staff type description.

SUPERVISOR AND APPROVAL TASKS

This field will display a "Y" if the worker has assigned supervisor/approval tasks or an "N" if the worker does not have assigned supervisor/approval tasks.

DAY CARE ACCESS

This field will display a "Y" if the worker has access to view/update daycare licensing information or an "N" if the worker does not have access to view/update daycare licensing information.

SUPERVISOR ID

This field will display the C number and name of the worker's supervisor.

SERVICE REGION (F12)

This field will display the region the worker is located in.

RGN ACCESS

This field will display a "Y" if the worker has regional system access or an "N" if the worker does not have regional system access.

SERVICE COUNTIES (F12)

This field will display all of the counties the worker has access to.

LOCATION (F12)

This field will display if the worker is associated to a juvenile correctional facility (Billings Transition Center, Great Falls Youth Evaluation/Transition Center, Pine Hills or Riverside) or if the worker has no access to CAPS.

TITLE

This field will display the worker's title.

TELEPHONE

This field will display the worker's primary phone number.

CONTACT COUNTY (F12)

This field will display the worker's primary county.

EMAIL ADDRESS

This field will display the worker's email address.

Additional Information

If the Supervisor and Approval Tasks field displays a “Y”, press SHIFT+ F5 on USMD to access the SATD (Supervisor/Approval Tasks Detail) screen. This screen will show you what supervisor/approval tasks are assigned to this particular worker.