Delete User

Delete User

1. Start at the MCIR home screen.

2. Select **Site Users** in the Administration section box.

3. Find user to delete and click directly on the trash can icon.

Site Information

Person	Rem/Rcl	VIM	Imp/Exp	My Site	Adm	Rpts	Oth

Site Preferences   User Preferences   Edit My Site   Enroll in VFC   View My Site List   Go to New Site

Established: 03/04/1999

Details   **Site Number: 10000053314**

Name*	Test Provider Site	Facility Type*	Family Practice (Private) ▼
County*	No County Affiliation ▼		☐ Site Disabled
Program:	○ FQHC ○ RHC ◉ Neither	Cert. Expires*	12/31/2006 📅

MCIR Options

Clinical

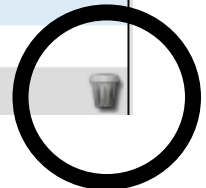☑ Immunization Provider   ☑ VIM   ☐ VFC Program   ☑ BMI

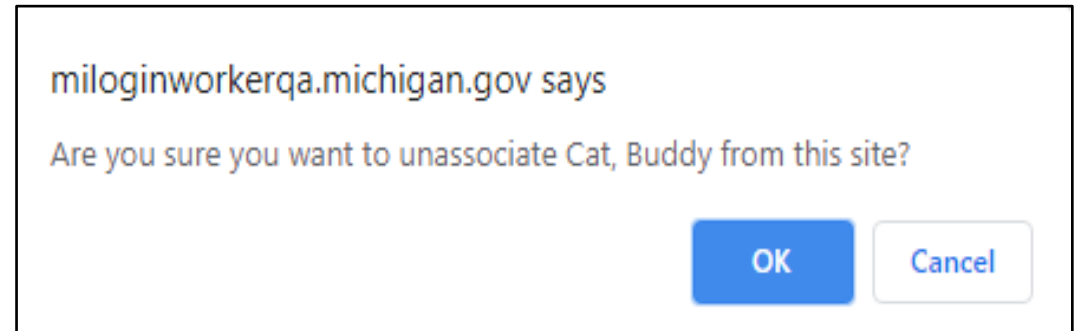**Import/Export**

☑ Transfer   ☐ Transport

Follow Up

☐ Sickle Cell

Contact Information	MCIR Users	Site Contacts	Business Hours	Transfer Interfaces
User Name	User ID	Role Name		
Add New User				
Cat, Buddy	not-registered	Provider User		🗑

Delete User

4. A popup box will appear asking if you are sure to unassociate the MCIR user from your site.

5. Select OK.

6. Select **SUBMIT** to save changes.

7. This action will remove the user from your provider site only.

miloginworkerqa.michigan.gov says

Are you sure you want to unassociate Cat, Buddy from this site?

OK   Cancel

The End.