STARS User Roles Overview

Capabilities by Role	SHIP Director	SHIP Assistant Director	State Staff	Sub-State Manager	Sub-State Staff	Site Manager	Site Staff	***Team Member	***STARS Submitter
Enter and edit own efforts	yes	yes	yes	yes	yes	yes	yes	yes	yes
Edit forms entered by others about own efforts	yes	yes	yes	yes	yes	yes	yes	yes	yes
Enter and edit forms about others efforts	yes	yes	yes	yes*	yes*	yes*	yes*	yes*	yes*
View efforts entered by and about others	yes	yes	yes	yes*	yes*	yes*	yes*	yes*	no
Edit forms entered by others about others	yes	yes	yes	yes*	yes*	yes*	yes*	no	no
Enter and edit Team Member forms	yes**	yes**	yes**	yes**	no	yes**	no	no	no
View others' Team Member forms	yes	yes	yes	yes*	yes*	yes*	yes*	no	no
Complete Activity forms for others	yes	yes	yes	yes*	yes*	yes*	yes*	no	no
View own Team Member form	yes	yes	yes	yes	yes	yes	yes	yes	yes
Complete own Activity forms	yes	yes	yes	yes	yes	yes	yes	yes	yes
Use Search menu	yes	yes	yes	yes*	yes*	yes*	yes*	yes*	no
Generate Performance Measures and Resource Reports	yes	yes	yes	yes*	no	yes*	no	no	no
Unique IDs: create/manage/generate report	yes	yes	no	no	no	no	no	no	no
Unique ID: view own number	yes	yes	yes	yes	yes	yes	yes	yes	yes
Unique IDs: view others' numbers	yes	yes	no	no	no	no	no	no	no
Delete data	yes	yes	no	no	no	no	no	no	no

KEY to asterisks:

* *At and below* their level on the hierarchy

** Roles *lower* than their own (*and* at and below their level on the hierarchy)

*** Can be aligned at *any* level of the hierarchy (site, sub-state, or state)

Note: If there is no asterisk, then no additional hierarchy-related conditions apply

Color Key:

Beneficiary Contact Forms, Group Outreach Forms; Media Outreach Forms

Team Member Form and Activity Form

Getting data out of STARS

CMS SHIP Unique IDs