

Step-by-Step Guide to Requesting Access to MEDIC Tableau Reports:

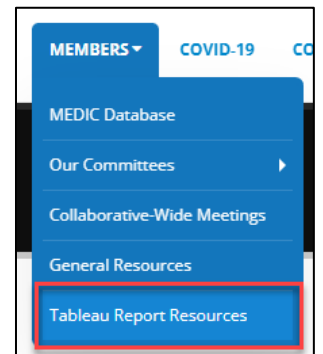
Request Access to MEDIC
Tableau Reports

1. Complete the request access survey found [here](#) or by clicking on our website.

Note: The MEDIC Coordinating Center reviews & approves all account requests which can take up to a week to complete.

2. Once your account has been approved, you will receive an email from noreply@arborresearch.org within the next 2-5 business days with your username and instructions on how to login (you may need to check your spam folder).


3. You can find a suite of MEDIC Registry Training Videos [here](#), or by accessing the MEDIC Registry Tableau Training videos under the Members tab on our website. **If you would like further orientation on Tableau functionality or an overview of the reports, please contact Catie Guarnaccia, szedlaca@med.umich.edu.**



Note: If you are requesting access as a Clinical Champion, Administrator, or Abstractor, you will be able to view the complete data for your site. If you are requesting access as a provider, you will only be able to view individualized data tied to your NPI.

Tableau Troubleshooting tips:

- Make sure you are logging into the MEDIC Tableau server by clicking [here](#) or by

clicking  on our website

- Forgot your username?
 - Your username is your first initial and last name (Ex: JSmith).
 - In rare cases, if there is already someone with that username, you may have a 1 at the end (Ex:JSmith1). If you have continued trouble logging in, please submit a Tableau help request via [Zendesk](#).
- Forgot your password?
 - Click [here](#), or click the “Forgot your password?” hyperlink on the Tableau login page where you will be prompted to enter your username.



- You should then receive an email from reporting-no-reply@arborresearch.org within 30 minutes that contains a link to reset your password (you may need to check your spam folder). If you have continued trouble logging in, please submit a Tableau help request via [Zendesk](#).

All other questions related to Tableau can be submit to the MEDIC Coordinating Center via [Zendesk](#).