



# Modio **OneView**<sup>®</sup> Tip Guide

MASTER RECORDS VS FAC PROFILES  
VS ONEVIEW TEAMS

## What is a Facility Master Record and how is it created and managed?

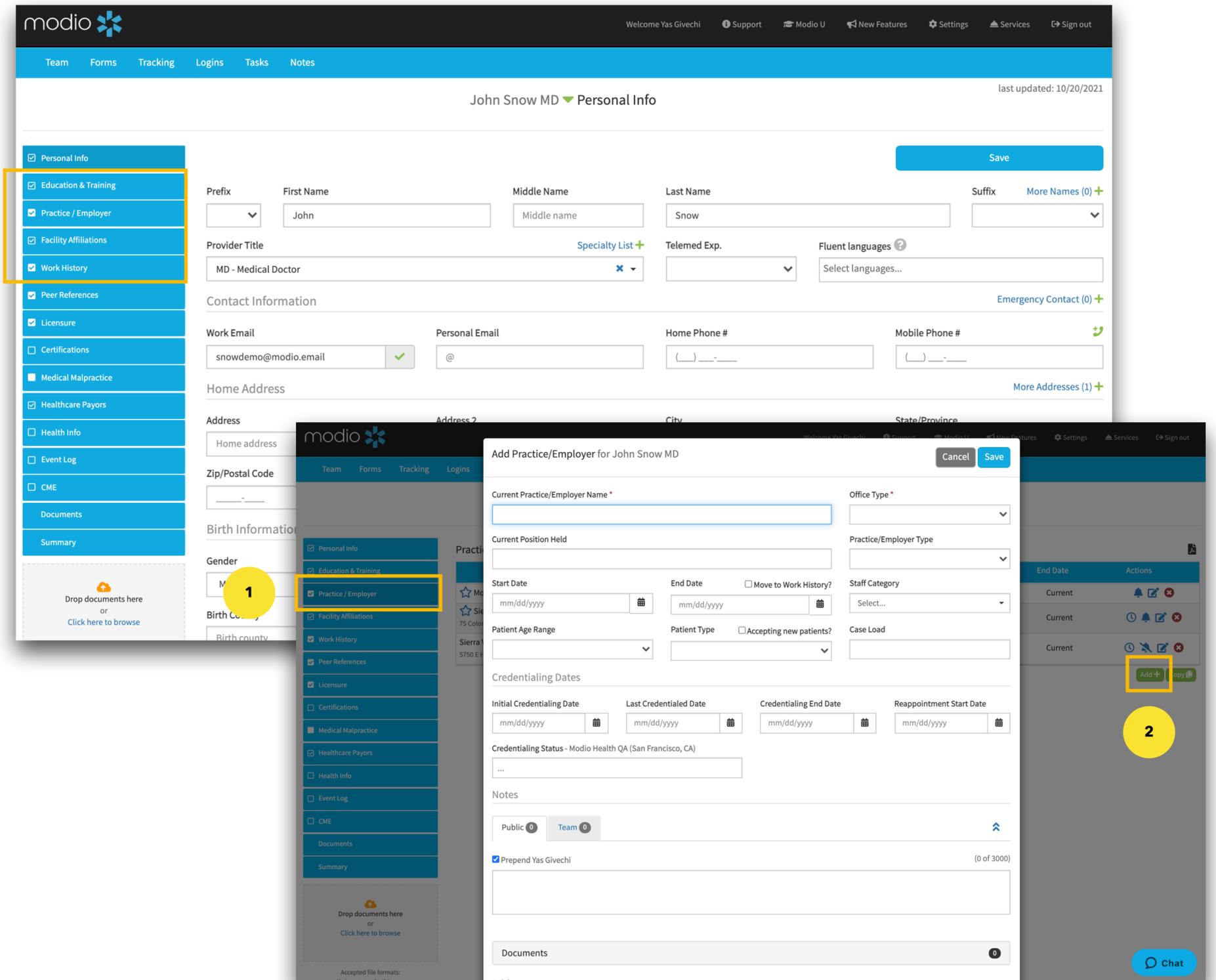
Facility Master Records are the location-based database entries that are used to build out a provider's profile. These master database records represent the physical addresses & service locations that a provider may practice at and/or are currently/ previously affiliated with. Facility Master Records are created in our OneView® master database and once established, these location records will be available for your team's use within OneView®.

The Facility Master Records correspond to & are added by the Coordinators on your Team to the below sections within your provider profiles:

- Education & Training
- Practice / Employer
- Facility Affiliations
- Work History

You can request a **Facility Master Record** creation by sending the pertinent data points to support@modiohealth.com.

**View a quick [demo](#) here**



## What is a FAC Profile and how is it created / managed?

A FAC Profile is the representation of a group or organization which lives alongside & functions as a credentialing profile within your team's roster. Once created, FAC Profile's allow you to track the data, documents, and credentialing information specific to that organization or group. FAC Profiles are created & managed by the Coordinators on your Team.

## How would I utilize a FAC Profile in OneView®?

FAC Profiles are useful to track & manage the standard data associated with a group or organization. Examples could include:

- Facility / Group Malpractice Policy Info & Documents
- Healthcare Payors associated with a specific location
- Facility Level Credentialing Data, Documents & Forms
- Group Administrative Document & Data Storage

You can create a FAC Profile by applying the same process used to add a new provider. Simply navigate to the **'Add Provider'** tool located in the top righthand corner of your OneView® Team dashboard and then follow the additional steps outlined below.

**View a quick [demo](#) here**

**1** Click "Add Provider"

**2** Check this box

**3** **Facility Name:** Enter the name of your facility and click *skip profile claim*. The name you provide for your facility will help distinguish it amongst your provider roster and can be changed later.

**4** **Facility Email:** This field will auto-populate with a Modio.email for your facility. You can change this leader if needed.

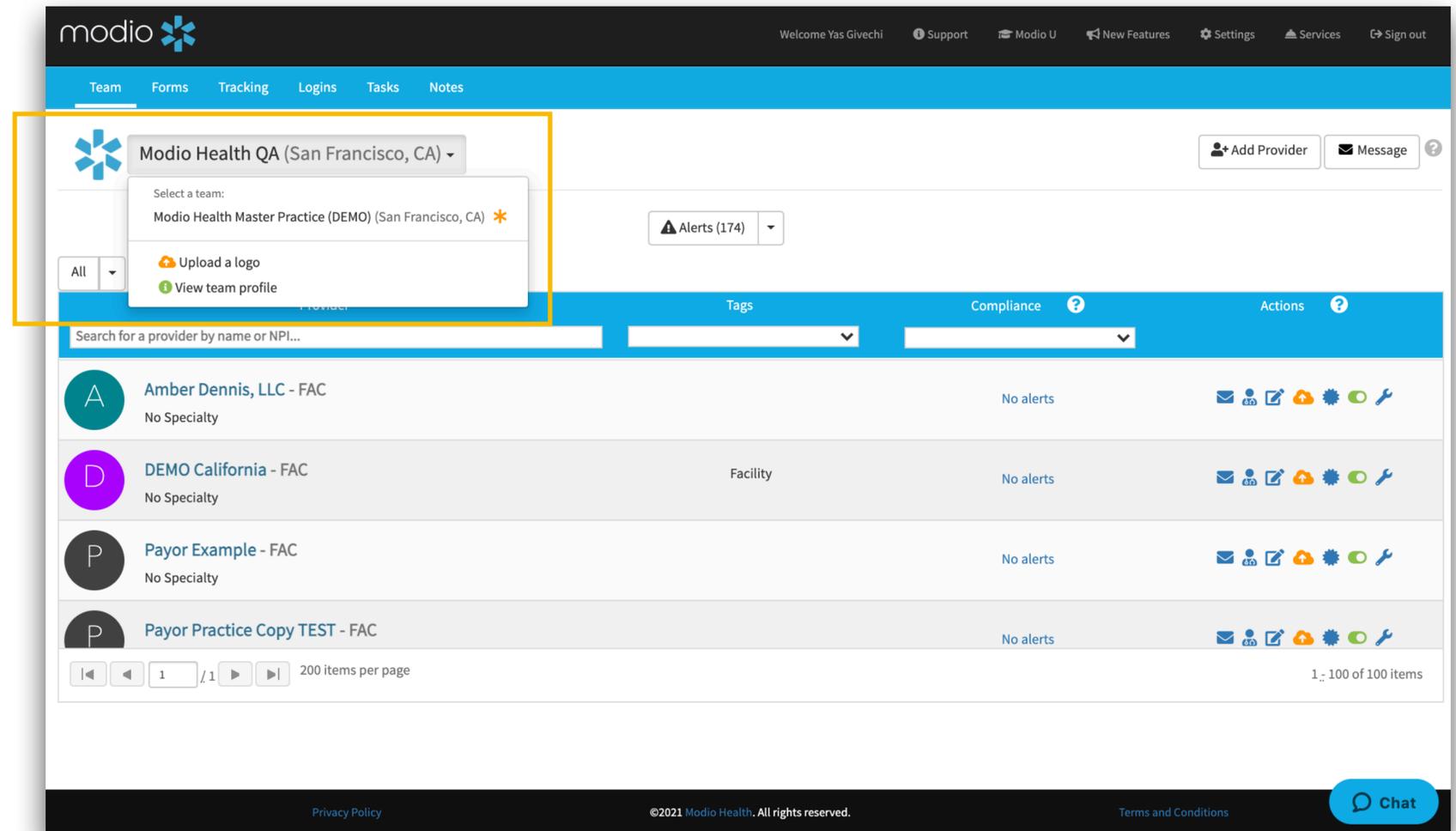
## What is a OneView® Team and how is it created / managed?

A OneView® Team is a dedicated workspace for your organization and is the foundation for your credentialing workflows within our platform. These are designed & customized based on organizational structure and credentialing workflows & needs.

OneView® Teams are created & maintained in our OneView® master database and once established, these Team Dashboards will be available by the coordinators previously authorized to have access.

Your OneView® Team Structure directly impacts & correlates to the features within the Teams Navigation Tool Bar (Forms, Tracking, Logins, Task, Notes, Onboarding, Tags). Any actions completed within these Features will be Team specific and will not be available or reflected within other OneView® Teams.

**View a quick [demo here](#)**

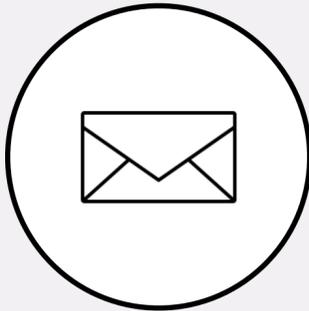


If you need a new OneView® Team added to your account, simply submit a request containing the pertinent details of your Team needs to **support@modiohealth.com**. Once our team reviews your request, we will schedule a follow-up call to discuss further specifications. In these instances, your Account Manager will work with you to coordinate a meeting to discuss all potential options & solutions.

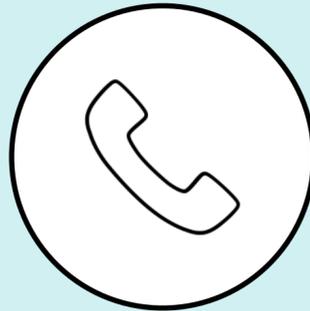
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