

STATE OF MICHIGAN
Department of Licensing and Regulatory Affairs
Bureau of Survey and Certification

**Michigan Facility Reported Incidents for Long Term Care
Authorization Form for Facility Administrators and Workers**

The Bureau of Survey and Certification (BSC) will accept Facility Reported Incident (FRI) data submissions via the Michigan Facility Reported Incidents for Long Term Care (MI-FRI) application. MI-FRI access is granted to the current administrator of the facility and up to five (5) additional facility users who must be authorized by the administrator.

By signing and submitting this document, the administrator is agreeing to the following:

- 1) The user identified below is approved to register for access to the facility's information via the MILogin/MI-FRI applications and submit data on behalf of the facility.
- 2) The administrator will notify BSC in writing if the user is no longer authorized to submit or access data for the facility, and request the account be disabled or deactivate the user account on the MI-FRI system. The removal request is sent to: LARA-BSC-IT@MICHIGAN.GOV

Please check the appropriate box for this request (select one):

Administrator Role Worker Role Request to remove access

Facility ID: _____

Facility Name: _____

User's Name (First and Last): _____

User's Contact Phone: _____

User's Contact Email: _____

User's MILogin Username: _____

Facility Administrator Name (Please Print): _____

_____ Date: _____

Facility Administrator Signature

The MI-FRI system sends automated emails at specified process points. If you do not wish to receive email notifications on behalf of your facility, please check the appropriate box(es) below:

Incidents Submitted Investigations Submitted
 Overdue Investigations Investigations Closed by the State Agency

By signing this form, you are attesting that you have received, reviewed, and will abide by the Security portion of the MI-FRI user manual.

User Signature: _____ Date: _____

Submit the completed form as an attachment to: LARA-BSC-IT@MICHIGAN.GOV