



Hockey Canada

HCR 3.0 Roles and Permissions

September 23, 2021

"Lead, Develop and Promote Positive Hockey Experiences."

Table of Contents



System Roles	3
Levels of Permission	4
Minor Hockey Association Roles and Permissions	5
District/Region Roles and Permissions	10
Branch Roles and Permissions	11
Hockey Canada Roles and Permissions	17

HCR 3.0 System Roles



Permissions within HCR 3.0 have been broken down into specific roles at each level of Hockey Canada. Each role has been designed to provide required levels of access that correspond to specific job titles

Minor Hockey Association (MHA)

- MHA Write Registrar
- MHA Read Account
- MHA Risk and Safety
- MHA Treasurer

Hockey Canada (HC)

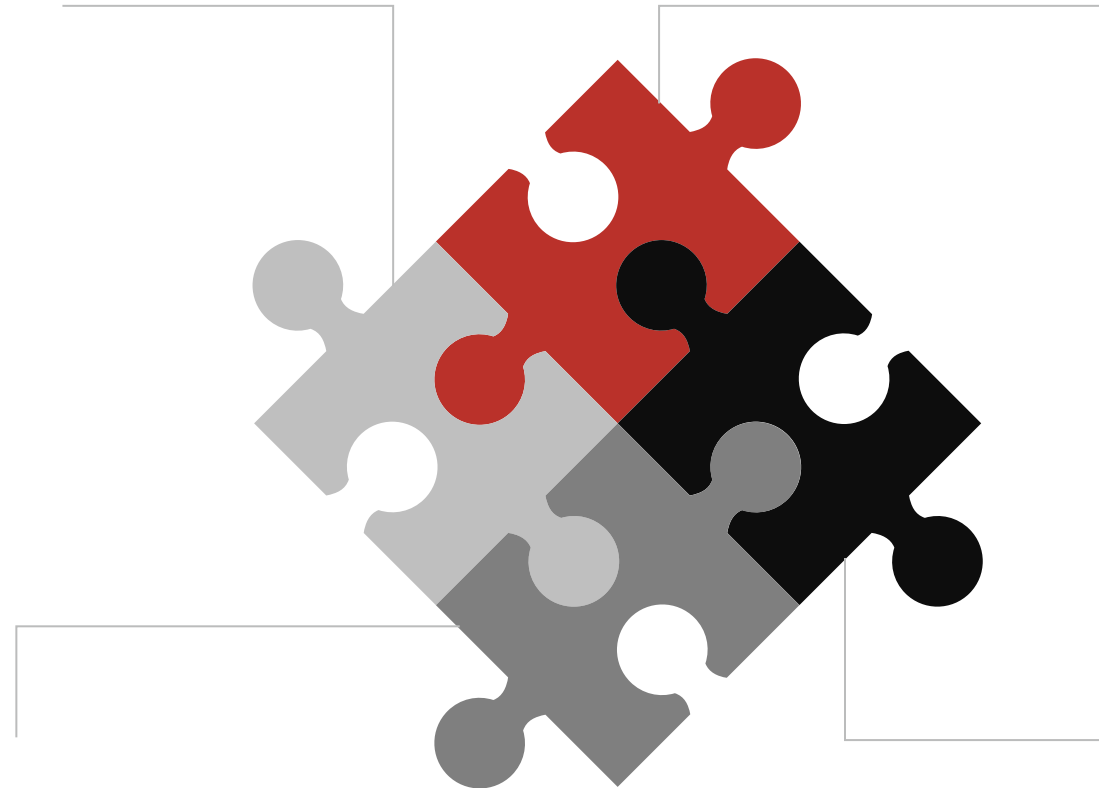
- HC Clinic Write
- HC Insurance Admin
- HC Read
- HC Super User

District

- District/Region Registrar
- District/Region Read

Branch

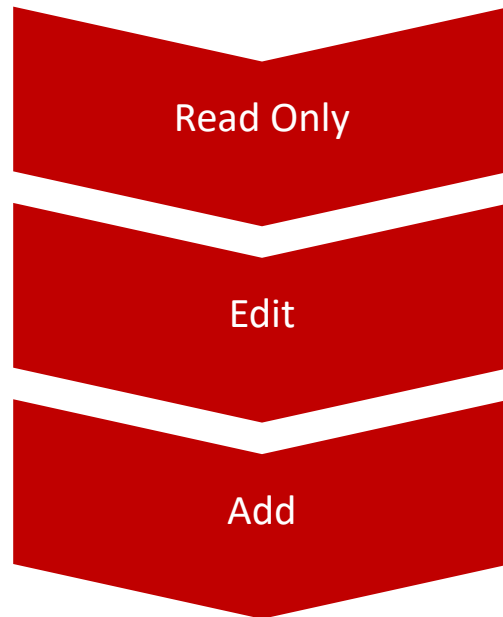
- Branch Clinic Write
- Branch Read
- Branch Super User



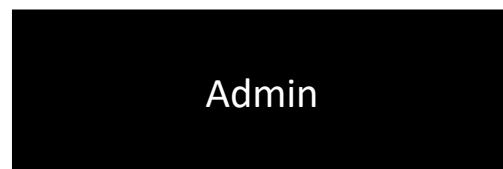
Levels of Permission



Every role within the HCR 3.0 platform can have one of four levels of permission in regards specific data in the system. Each of the four levels of access is described below:



- Ability to view records in the system but no ability to add or change information.
- Ability to view and change existing records in the system but no ability to add new records.
- Ability to add new records, edit existing records and view existing records in the system.



- Access to some back-end end system maintenance and trouble shooting functions



MHA Roles and Permissions

MHA: Record Access by Job Title



MHA Registrar Accounts can enter, adjust and view HCR 3.0 fields out lined below.

Role	Add	Edit	Read only	Admin
MHA Write Registrar	<ul style="list-style-type: none"> • Installment Mode • Rebate • Registration Fees • Organization Waivers • Form Settings • Terms and Conditions • League Profile • Member Profile • Member Registration • Member Transaction • Member Teams • Member Tracking Items • Member Request Transfer • Member Release Request • Member Address • Member Profile Merge • Members Memo • Manual Registration • Member Credit • Member CRC • Publications • Merchant Account Settings • Team Memo • Travel Permits 	<ul style="list-style-type: none"> • Organization Profile • Payment Method Settings • Team Profile • Team Members • Tasks Manager 	<ul style="list-style-type: none"> • Member Qualifications • Transaction Report • Waiver Types • Organization Contact Types 	



MHA: Record Access by Job Title



MHA Read Accounts can enter, adjust and view HCR 3.0 fields out lined below.

Role	Add	Edit	Read only	Admin
MHA Read Account			<ul style="list-style-type: none"> • Installment Mode • Rebate • Registration Fees • Organization Waivers • Form Settings • Terms and Conditions • League Profile • Member Profile • Member Registration • Member Transaction • Member Teams • Member Qualifications • Member Tracking Items • Member Request Transfer • Member Address • Members Memo • Member CRC • Organization Profile • Publications • Transaction Report • Team Profile • Team Memo • Team Members 	



MHA: Record Access by Job Title



MHA Risk and Safety Accounts can enter, adjust and view HCR 3.0 fields out lined below.

Role	Add	Edit	Read only	Admin
MHA Risk and Safety	<ul style="list-style-type: none">• Organization Waivers• Terms and Conditions• Member Tracking Items• Member CRC		<ul style="list-style-type: none">• Member Profile• Member Qualifications• Waiver Types	



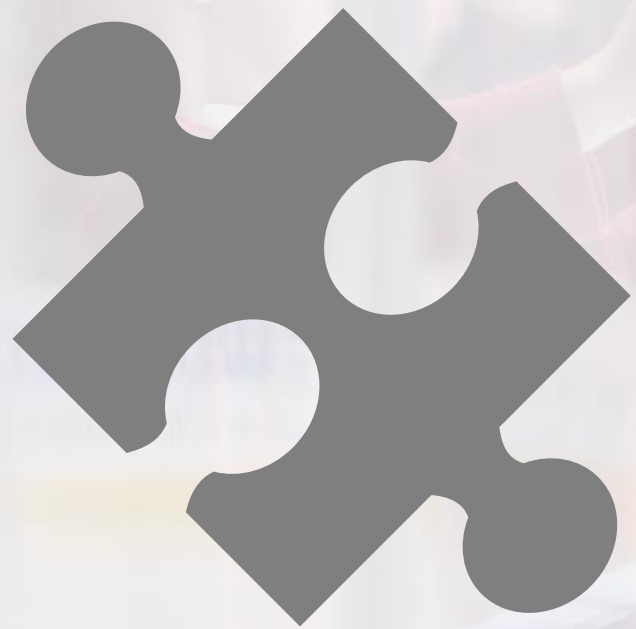
MHA: Record Access by Job Title



MHA Treasurer Accounts can enter, adjust and view HCR 3.0 fields out lined below.

Role	Add	Edit	Read only	Admin
MHA Treasurer	<ul style="list-style-type: none">• Installment Mode• Rebate• Registration Fees• Member Registration• Member Transaction• Member Tracking Items• Member Credit• Merchant Account Settings	<ul style="list-style-type: none">• Payment Method Settings	<ul style="list-style-type: none">• Member Profile	





District/Region Roles and Permissions

District/Region: Record Access by Job Title



District/Region Registrars can enter, view and adjust HCR 3.0 fields out lined below.

Role	Add	Edit	Read only	Admin
District/Region Registrar	<ul style="list-style-type: none"> • Installment Mode • Rebate • Registration Fees • Organization Waivers • Form Settings • Terms and Conditions • League Profile • Member Profile • Member Registration • Member Transaction • Member Teams • Member Tracking Items • Member Request Transfer • Member Release Request • Member Address • Member Profile Merge • Members Memo • Manual Registration • Member Credit • Member CRC • Publications • Merchant Account Settings • Team Memo • Travel Permits 	<ul style="list-style-type: none"> • Organization Profile • Payment Method Settings • Team Profile • Tasks Manager 	<ul style="list-style-type: none"> • Member Qualifications • Transaction Report • Waiver Types • Organization Contact Types 	<ul style="list-style-type: none"> • Team Members



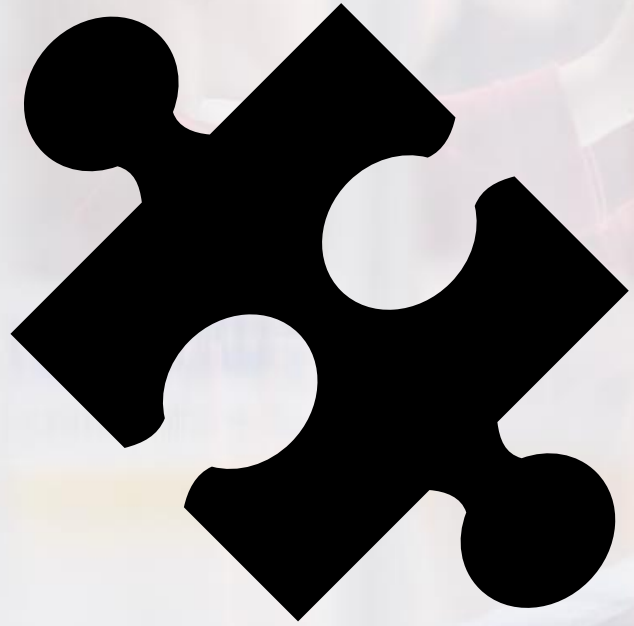
District/Region: Record Access by Job Title



District/Region Read Accounts can enter, view and adjust HCR 3.0 fields out lined below.

MHA Role	Add	Edit	Read only	Admin
District/Region Read			<ul style="list-style-type: none"> • Installment Mode • Rebate • Registration Fees • Organization Waivers • Form Settings • Terms and Conditions • League Profile • Member Profile • Member Registration • Member Transaction • Member Teams • Member Qualifications • Member Tracking Items • Member Request Transfer • Member Address • Members Memo • Member Credit • Member CRC • Organization Profile • Publications • Transaction Report • Team Profile • Team Memo • Team Members 	





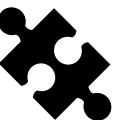
Branch Roles and Permissions

Branch: Record Access by Job Title



Branch Super Users can enter, view and adjust HCR 3.0 fields out lined below.

Role	Add	Edit	Read only	Admin
Branch Super User	<ul style="list-style-type: none"> • Installment Mode • Qualification Fees • Affiliation Fees • Other Fees • Rebate • Registration Fees • Member Profile Merge • Insurance 	<ul style="list-style-type: none"> • Organization Waivers • Form Settings • Terms and Conditions • Clinic Profile • Clinic Management • Clinic Settings • League Profile • Member Profile • Member Registration • Member Transaction • Member Teams • Member Qualifications • Member Tracking Items • Member Address • Members Memo • Manual Registration • Member Credit • Member CRC • Organization Profile • Publications • Regional Settings • Merchant Account Settings • Payment Method Settings • Waiver Types • Organization Contact Types • CRC Settings • Team Profile • Team Memo • Tasks Manager 	<ul style="list-style-type: none"> • Member Types • Organization Roles • Transaction Report 	<ul style="list-style-type: none"> • Member Request Transfer • Member Release Request • Organization Users • Team Members • Travel Permits

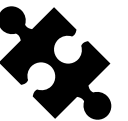


Branch: Record Access by Job Title



Branch Clinic Write Accounts can enter, view and adjust HCR 3.0 fields out lined below.

Role	Add	Edit	Read only	Admin
Branch Clinic Write	<ul style="list-style-type: none">Member Request TransferMember Release RequestMember Credit	<ul style="list-style-type: none">Qualification FeesAffiliation FeesClinic ProfileClinic ManagementClinic SettingsMember ProfileMember TransactionMember QualificationsMember CRCPayment Method SettingsTasks Manager	<ul style="list-style-type: none">Member TeamsTransaction Report	

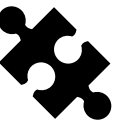


Branch: Record Access by Job Title



Branch Read Accounts can enter, view and adjust HCR 3.0 fields out lined below.

Role	Add	Edit	Read only	Admin
Branch Read			<ul style="list-style-type: none">• Installment Mode• Rebate• Registration Fees• Organization Waivers• Form Settings• Terms and Conditions• League Profile• Member Profile• Member Registration• Member Transaction• Member Teams• Member Qualifications• Member Tracking Items• Member Request Transfer• Member Address• Members Memo• Member Credit• Member CRC• Organization Profile• Publications• Transaction Report• Team Profile• Team Memo• Team Members	





HC Roles and Permissions

HC: Record Access by Job Title



HC Insurance Admin Accounts can enter, adjust and view HCR 3.0 fields out lined below.

Role	Add	Edit	Read only	Admin
HC Insurance Admin		<ul style="list-style-type: none">• Member Profile• Members Memo• Task Manager		<ul style="list-style-type: none">• Medical Severity• Medical Type• Injury Configuration• Insurance



HC: Record Access by Job Title



HC Read Accounts can enter, adjust and view HCR 3.0 fields out lined below.

Role	Add	Edit	Read only	Admin
HC Read			<ul style="list-style-type: none">• Installment Mode• Rebate• Registration Fees• Organization Waivers• Form Settings• Terms and Conditions• League Profile• Member Profile• Member Registration• Member Transaction• Member Teams• Member Qualifications• Member Tracking Items• Member Request Transfer• Member Address• Members Memo• Member Credit• Member CRC• Organization Profile• Publications• Transaction Report• Team Profile• Team Memo• Team Members	



HC: Record Access by Job Title



HC Clinic Write Accounts can enter, adjust and view HCR 3.0 fields out lined below.

Role	Add	Edit	Read only	Admin
HC Clinic Write	<ul style="list-style-type: none">• Member Request Transfer• Member Release Request• Member Profile Merge	<ul style="list-style-type: none">• Qualification Fees• Affiliation Fees• Clinic Profile• Clinic Management• Clinic Settings• Member Profile• Member Transaction• Member Qualifications• Member CRC• Tasks Manager	<ul style="list-style-type: none">• Member Teams• Transaction Report• Payment Method Settings	



HC: Record Access by Job Title



HC Transfer Admin Accounts can enter, adjust and view HCR 3.0 fields outlined below.

Role	Add	Edit	Read only	Admin
HC Transfer Admin		<ul style="list-style-type: none">• Member Profile• Member Address• Member Memo• Task Manager		<ul style="list-style-type: none">• Member Request Transfer• Member Release Request• Member Appeal Request• Member Appeal Approbation• Request Type• Request Reason• Appeal Status



HC: Record Access by Job Title



HC Super User Accounts can enter, adjust and view HCR 3.0 fields out lined below.

Role	Add	Edit	Read only	Admin
HC Super User				<ul style="list-style-type: none">Administrative access to all fields



“Lead, Develop
and Promote
Positive Hockey
Experiences.”

