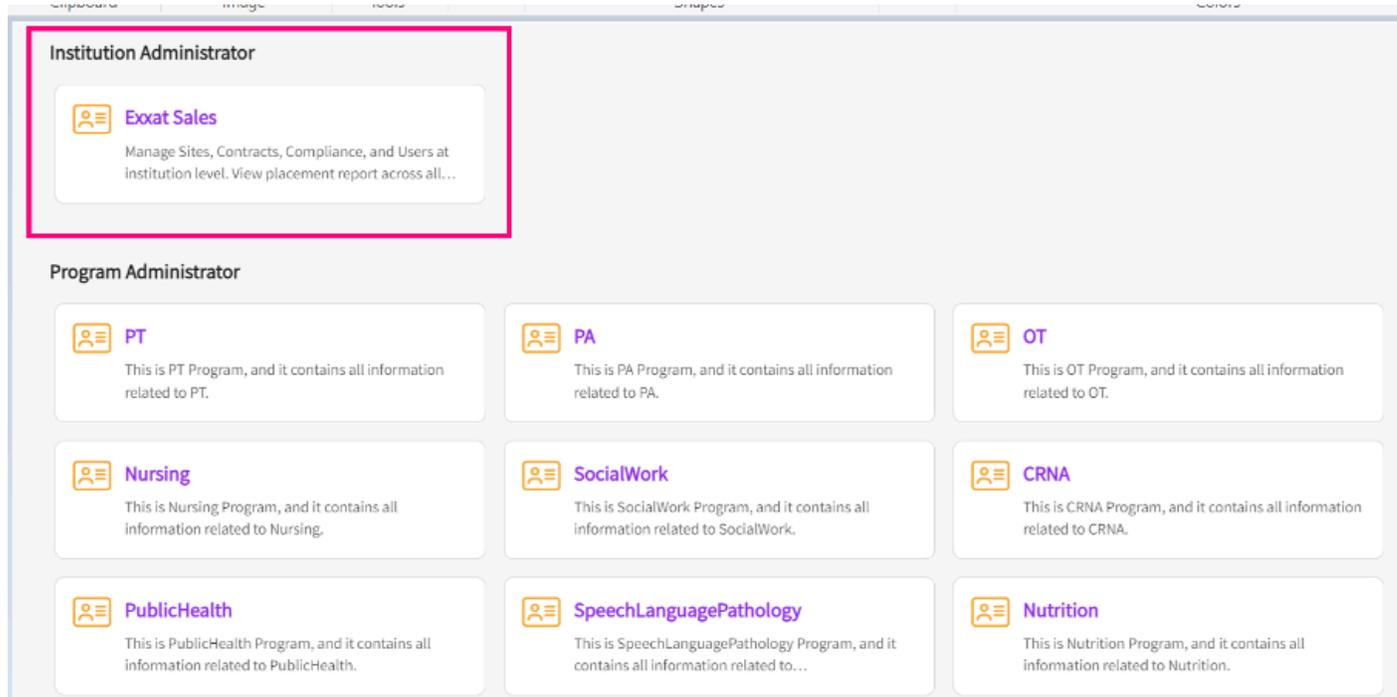
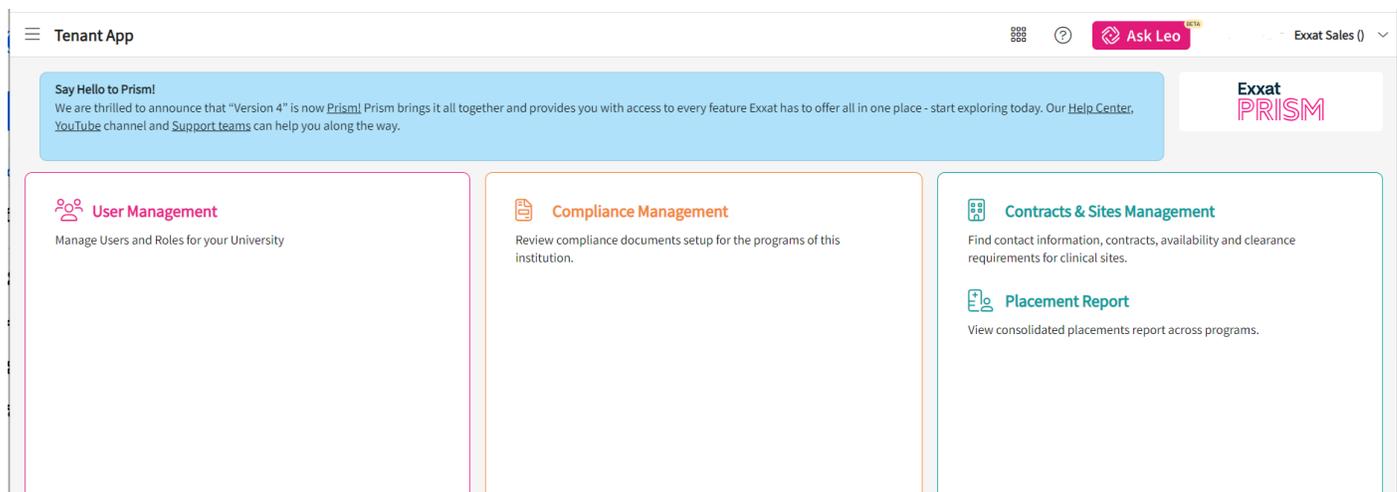


Institutional Level Access enables administrators to manage users, ensure compliance, get placement reporting and manage sites and contracts across multiple programs in your institution, – its a all in one centralized access. To activate this powerful administrative access, contact prism-support@exxat.com or connect with your dedicated Account Manager.

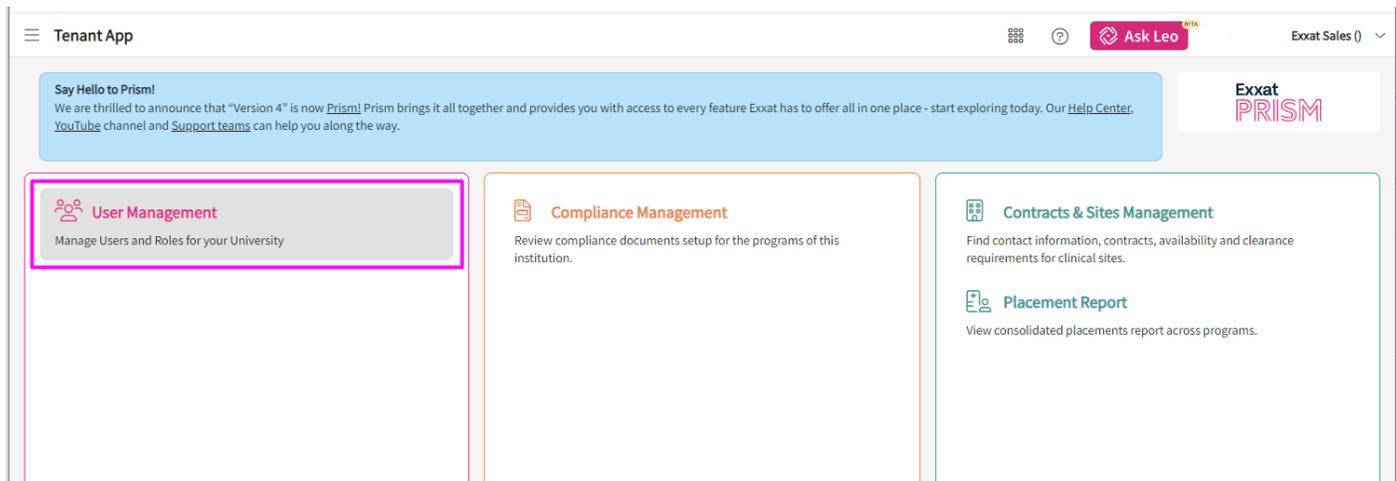
1. To access the "Institutional Level Access" you will need to click on the Institute administrator tile as shown in the screenshot.



2. When you click on the tile for institution administrator, the following dashboard appears:



3. The first tile on this dashboard is "User Management" this helps universities to ensure the right people have access to necessary resources by effectively managing users and roles.



4. User Management is used to view a list of all users across all your programs.

The screenshot shows the 'User Management' interface with a search bar and a table of users. The table has columns for Name, User Name, Email ID, Associated Roles, Module Access, Program Name, and Last Login Time. A note above the table states: 'The icon indicates that if we didn't track when users were created and last updated, we set the date and time to when the institute joined Exxat.'

NAME ↑	USER NAME	EMAIL ID	ASSOCIATED ROLES	MODULE ACCESS	PROGRAM NAME	LAST LOGIN TIME
Admin, Mock	MockAdminDemo@example.com	MockAdminDemo@example.com	1	Admin	PA	05/01/2024, 02:47
Admin, Mock	mock_admin@example.com	mock_admin@example.com	4	Admin	Nursing, Tenant Level Role	05/07/2024, 08:21
Admin, Mock	mockadminSW@example.com	mockadminSW@example.com	1	Admin	SocialWork	07/26/2024, 01:17
Admin, Mock	mockadminPH@example.com	mockadminPH@example.com	1	Admin	PublicHealth	06/29/2024, 01:04
Admin, Mock	MockAdminPharm@example.com	MockAdminPharm@example.com	1	Faculty	Pharmacy	No data found
Admin 1, Utopia	Utopiaadmin1@example.com	Utopiaadmin1@example.com	1	Admin	Utopia College	03/19/2024, 06:30
Admin 10 Read only, Utopia	Utopiaadmin10@example.com	Utopiaadmin10@example.com	1	Admin	Utopia College	No data found
Admin 11, Utopia	Utopiaadmin11@example.com	Utopiaadmin11@example.com	1	Admin	Utopia College	No data found
Admin 12, Utopia	Utopiaadmin12@example.com	Utopiaadmin12@example.com	1	Admin	Utopia College	No data found
Admin 13, Utopia	Utopiaadmin13@example.com	Utopiaadmin13@example.com	1	Admin	Utopia College	No data found

5. In the "By Name" section you can see all the users with the program name, roles assigned to them, & how many roles are assigned to each user.

User Management

By Role **By Name**

Search

The icon indicates that if we didn't track when users were created and last updated, we set the date and time to when the institute joined Exat.

NAME ↑	USER NAME	EMAIL ID	ASSOCIATED ROLES	MODULE ACCESS	PROGRAM NAME	LAST LOGIN TIME
Admin, Mock	MockAdminDemo@example.com	MockAdminDemo@example.com	1	Admin	PA	05/01/2024, 02:47:
Admin, Mock	mock_admin@example.com	mock_admin@example.com	4	Admin	Nursing, Tenant Level Role	05/07/2024, 08:21:
Admin, Mock	mockadminSW@example.com	mockadminSW@example.com	1	Admin	SocialWork	07/26/2024, 01:17:
Admin, Mock	mockadminPH@example.com	mockadminPH@example.com	1	Admin	PublicHealth	06/29/2024, 01:04:
Admin, Mock	MockAdminPharm@example.com	MockAdminPharm@example.com	1	Faculty	Pharmacy	No data found
Admin 1, Utopia	Utopiaadmin1@example.com	Utopiaadmin1@example.com	1	Admin	Utopia College	03/19/2024, 06:30:
Admin 10 Read only, Utopia	Utopiaadmin10@example.com	Utopiaadmin10@example.com	1	Admin	Utopia College	No data found
Admin 11, Utopia	Utopiaadmin11@example.com	Utopiaadmin11@example.com	1	Admin	Utopia College	No data found
Admin 12, Utopia	Utopiaadmin12@example.com	Utopiaadmin12@example.com	1	Admin	Utopia College	No data found
Admin 13, Utopia	Utopiaadmin13@example.com	Utopiaadmin13@example.com	1	Admin	Utopia College	No data found

6. When you click on the number in "Associated Roles" you can also see each role assigned to the user with definition of that role.

User Management

By Role **By Name**

Search

The icon indicates that if we didn't track when users were created and last updated, we set the date and time to when the institute joined Exat.

Role Access Details

The icon shows that if we didn't track when a role was assigned to the user, we set the date and time to when the institute joined Exat.

PROGRAM	ROLE NAME	ROLE DESCRIPTION	MODULE ACCESS	ASSIGNED DATE AND TIME	ACTIONS
Nursing	Program Super Administrator	This role would grant complete access to all the functionalities within the PRISM application at the program level.	Admin	12/31/2019, 07:00:00 PM EST	
Tenant Level Role	Institutional Level User Management Administrator	This role provides access to the User Management section at the Institutional Level.	Admin	08/31/2023, 03:34:39 PM EDT	
Tenant Level Role	Institutional level Sites and Contracts Administrator	This role is for the users who manage the sites and contracts at the institutional level across all the programs within the institution. Users will be able to view details, add/edit sites and contracts based on their access level.	Admin	08/31/2023, 03:35:21 PM EDT	
Tenant Level Role	Institutional level Compliance Management Administrator	This role allows users access to the Compliance Management section at the institutional level and have full access to compliance data of all programs they have access to already.	Admin	08/31/2023, 03:35:55 PM EDT	

7. In the "By Role" section you can see the definition of every role, along with the number of users assigned to each role.

User Management

By Role By Name

Search

ROLE NAME	ROLE TYPE	TOTAL USERS ↓	ROLE DESCRIPTION	ACTION
Standard Faculty Role	Standard	94	This role would grant faculty access to the user.	
Student Compliance Administrator	Standard	20	This role grants full access to compliance and student modules. It is typically reserved for clients who are using ONLY Approve and are not using PRISM.	
Program Super Administrator	Standard	15	This role would grant complete access to all the functionalities within the PRISM application at the program level.	
Exat Sales - Read Only Admin	Custom	3	This is a custom role created by Exat as per your requirements. If you need more details about this role, please contact Exat support	
Exat One Access	Standard	3	This standard role grants access to the Exat One application via the PRISM application. It's an additive role, enabling only the Exat One application tile on the Program Dashboard. Consider pairing it with...	
Program Read Only Administrator	Standard	2	This role is for program administrators who need read only access for all the functionalities that PRISM provides.	
Institutional Level User Management Administrator	Standard	1	This role provides access to the User Management section at the Institutional Level.	
Institutional level Sites and Contracts Administrator	Standard	1	This role is for the users who manage the sites and contracts at the institutional level across all the programs within the institution. Users will be able to view details, add/edit sites and contracts based on...	

8. You can also filter & download a list of users from the "By Name" section in an excel spreadsheet by clicking here.

The screenshot shows the 'User Management' interface. At the top, there's a search bar and a filter icon (funnel) and an export icon (wrench). Below the search bar, there's a message: "The icon indicates that if we didn't track when users were created and last updated, we set the date and time to when the institute joined Exxat." The main table has the following data:

NAME ↑	USER NAME	EMAIL ID	ASSOCIATED ROLES	MODULE ACCESS	PROGRAM NAME	LAST LOGIN TIME
Admin, Mock	MockAdminDemo@example.com	MockAdminDemo@example.com	1	Admin	PA	05/01/2024, 02:47:
Admin, Mock	mock_admin@example.com	mock_admin@example.com	4	Admin	Nursing, Tenant Level Role	05/07/2024, 08:21:
Admin, Mock	mockadminSW@example.com	mockadminSW@example.com	1	Admin	SocialWork	07/26/2024, 01:17:
Admin, Mock	mockadminPH@example.com	mockadminPH@example.com	1	Admin	PublicHealth	06/29/2024, 01:04:
Admin, Mock	MockAdminPharm@example.com	MockAdminPharm@example.com	1	Faculty	Pharmacy	No data found
Admin 1, Utopia	Utopiaadmin1@example.com	Utopiaadmin1@example.com	1	Admin	Utopia College	03/19/2024, 06:30:
Admin 10 Read only, Utopia	Utopiaadmin10@example.com	Utopiaadmin10@example.com	1	Admin	Utopia College	No data found
Admin 11, Utopia	Utopiaadmin11@example.com	Utopiaadmin11@example.com	1	Admin	Utopia College	No data found
Admin 12, Utopia	Utopiaadmin12@example.com	Utopiaadmin12@example.com	1	Admin	Utopia College	No data found
Admin 13, Utopia	Utopiaadmin13@example.com	Utopiaadmin13@example.com	1	Admin	Utopia College	No data found

9. The next tile on this dashboard is "Compliance Management" this helps University administrators to comprehensively review compliance requirements across all programs within the Tenant Application.

The screenshot shows the 'Tenant App' dashboard. At the top, there's a banner that says "Say Hello to Prism!" with a sub-header "Exxat PRISM". Below the banner, there are three main tiles:

- User Management:** Manage Users and Roles for your University.
- Compliance Management:** Review compliance documents setup for the programs of this institution.
- Contracts & Sites Management:** Find contact information, contracts, availability and clearance requirements for clinical sites.

There is also a "Placement Report" tile with the description: "View consolidated placements report across programs."

10. You will see a list of all students with the program names & the cohort information. On this page you will also see the current status for all compliance items of each student. You can also click on the funnel icon to filter results, the wrench icon to rearrange the columns or Export to download the same on an excel spreadsheet.

Compliance Management

Setup **Student** Document Review Clarifications Approve

Search Student

STUDENT NAME ↑	PROGRAM	COHORT	COMPLIANCE STATUS	COMPLIANT UNTIL	STUDENT ACTION NEEDED	PENDING FOR REVIEW
Abbott, Grace	PA	Class of 2022*	All Docs Approved	12/31/2024	0/14	0/14
Adams, Joe	Nutrition	Class Of 2025*	No Docs Started		9/9	0/9
Adkins, Brian	PT	Class of May 2025*	No Docs Started		7/7	0/7
Adkins, Brian	PA	Class of 2025*	No Docs Started		9/9	0/9
Adkins, Brian	Pharmacy	Class of 2025*	No Docs Started		9/9	0/9
Agar, Pratiksha	PT	Class of 2023	No Docs Started		12/12	0/12
Anderson, Jason	Teacher Education	Class of 2024*	No Docs Started		9/9	0/9
Bailey, Teri	PT	Class of May 2025*	No Docs Started		7/7	0/7

11. In the "Setup" Tab under "Requirements" you can see and edit the requirements defined by each program for each specific cohort.

Compliance Management

Setup **Student** Document Review Clarifications Approve

Requirements

Auto-Notifications

Student Specific Due Date

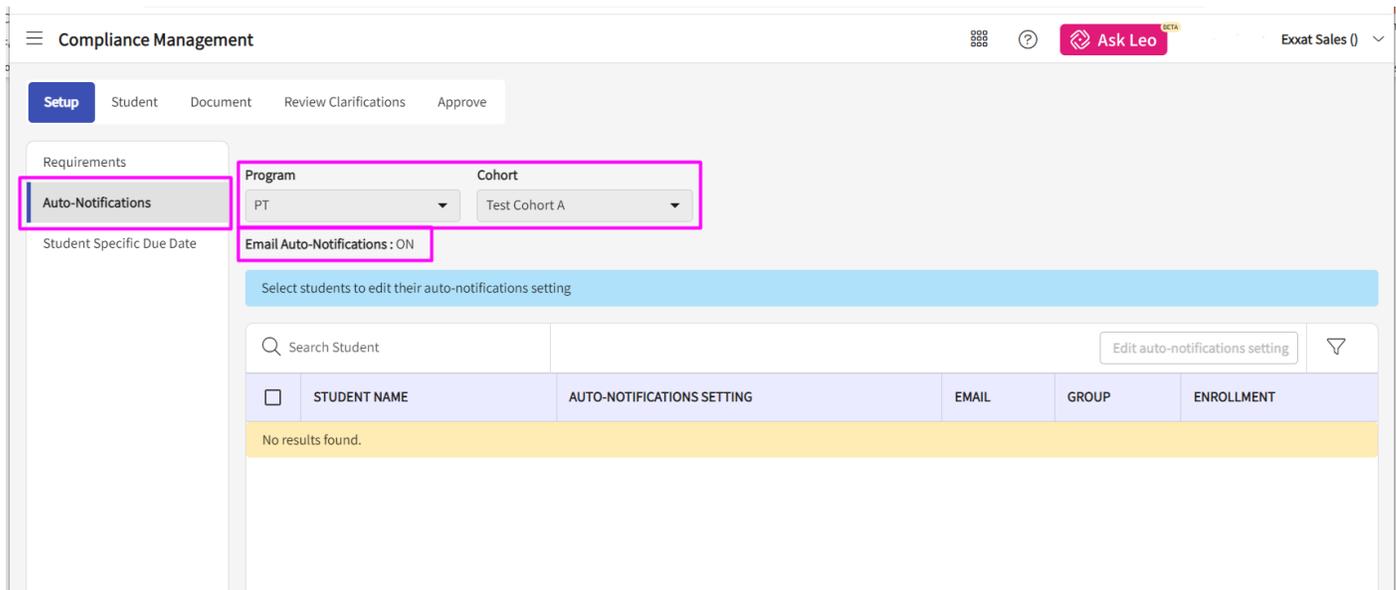
Program: PT Cohort: Test Cohort A

+ Add new category

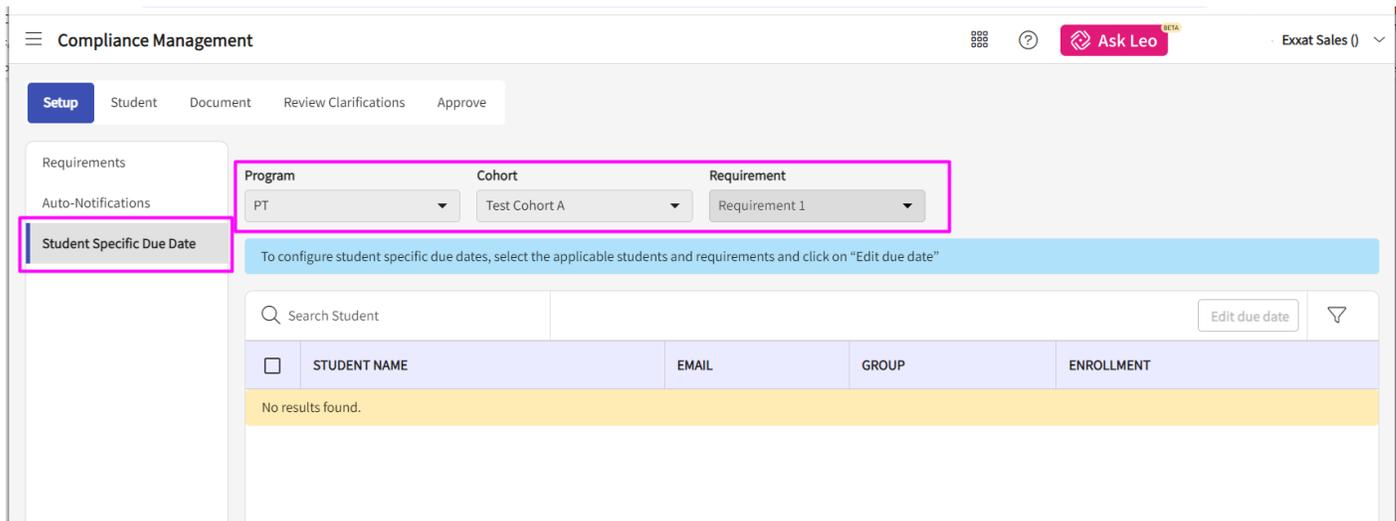
Auto-Notifications Publish

HEALTH & IMMUNIZATION	INSURANCE & LIABILITY COVERAGE
Annual Physical	Health Insurance
COVID-19 Test	Professional liability insurance
COVID-19 Vaccination	test123
Enterprise	
Enterprise 2	
	MEMBERSHIPS & LICENSURE
	Additional Licensure

12. In the "Setup" Tab under "Auto-Notifications" you can see and edit the Auto-Notification email reminders set by each program for each specific cohort.



13. In the "Setup" Tab under "Student Specific Due Date" you can see and edit the Due date for individual students set by each program for each specific cohort and a specific requirement.



14. The "Document" Tab shows the Compliance document name & the document Status for individual students in each program and the cohort. You will also see the document due date, expiration date & follow up date (if any).

Compliance Management

Setup Student **Document** Review Clarifications Approve

Search Student

DOCUMENT NAME	DOCUMENT STATUS	STUDENT NAME	PROGRAM	COHORT	DUE DATE	EXPIRATION DATE	FOLLOW UP DATE
COVID-19 Vaccination	Get Started	Johnson, Stephanie	PA	Class of 2021			
Hepatitis B (HepB)	Get Started	Johnson, Stephanie	PA	Class of 2021			
Flu (Influenza)	Get Started	Johnson, Stephanie	PA	Class of 2021			
Measles, Mumps, Rubella (MMR)	Get Started	Johnson, Stephanie	PA	Class of 2021	10/31/2021		
Physical Examination Form	Get Started	Johnson, Stephanie	PA	Class of 2021	09/30/2021		
Polio	Get Started	Johnson, Stephanie	PA	Class of 2021			
Tuberculosis (TB)	Get Started	Johnson, Stephanie	PA	Class of 2021	10/31/2021		
Health Insurance	Get Started	Johnson, Stephanie	PA	Class of 2021			

15. You can click on the funnel icon to filter results, the wrench icon to rearrange the columns or Export to download the information on an excel spreadsheet.

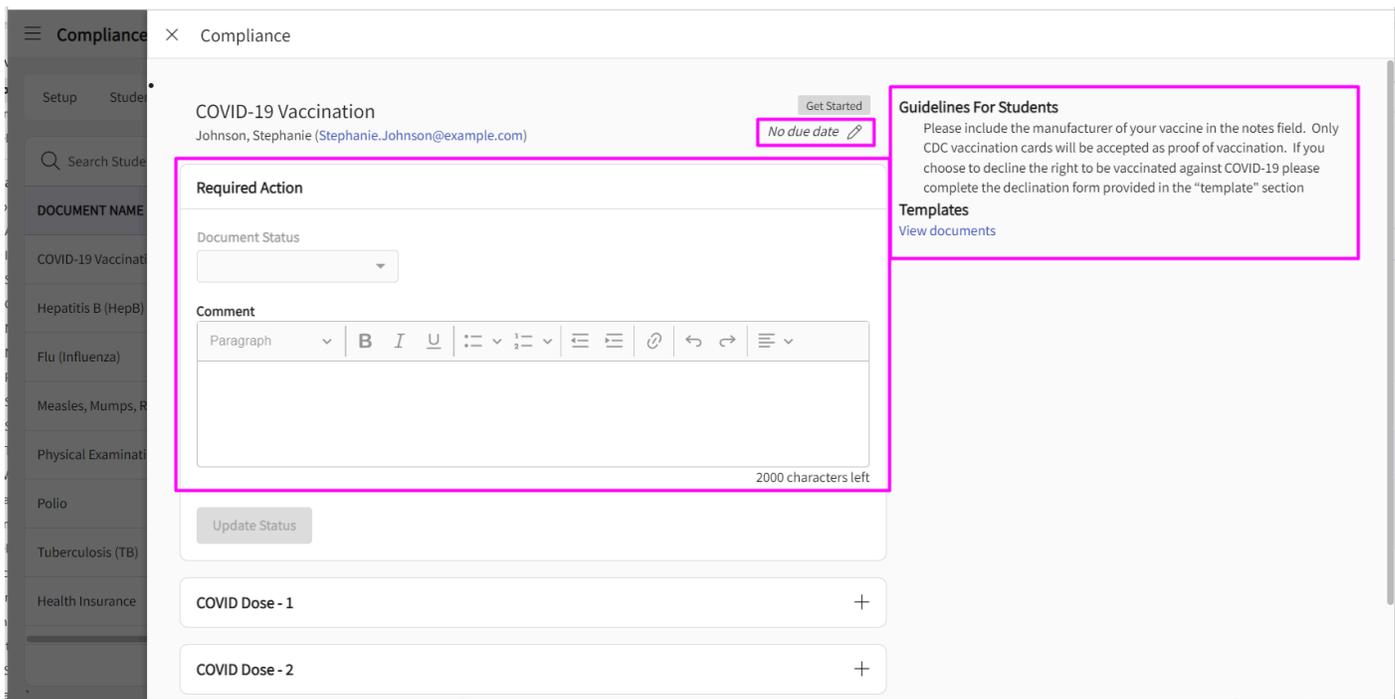
Compliance Management

Setup Student **Document** Review Clarifications Approve

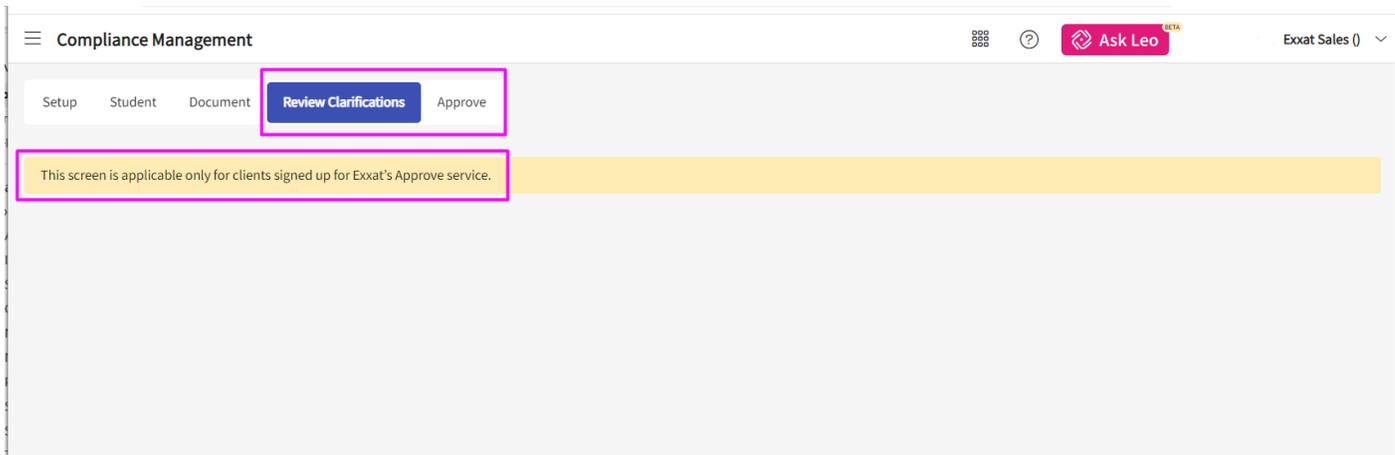
Search Student

DOCUMENT NAME	DOCUMENT STATUS	STUDENT NAME	PROGRAM	COHORT	DUE DATE	EXPIRATION DATE	FOLLOW UP DATE
COVID-19 Vaccination	Get Started	Johnson, Stephanie	PA	Class of 2021			
Hepatitis B (HepB)	Get Started	Johnson, Stephanie	PA	Class of 2021			
Flu (Influenza)	Get Started	Johnson, Stephanie	PA	Class of 2021			
Measles, Mumps, Rubella (MMR)	Get Started	Johnson, Stephanie	PA	Class of 2021	10/31/2021		
Physical Examination Form	Get Started	Johnson, Stephanie	PA	Class of 2021	09/30/2021		
Polio	Get Started	Johnson, Stephanie	PA	Class of 2021			
Tuberculosis (TB)	Get Started	Johnson, Stephanie	PA	Class of 2021	10/31/2021		
Health Insurance	Get Started	Johnson, Stephanie	PA	Class of 2021			

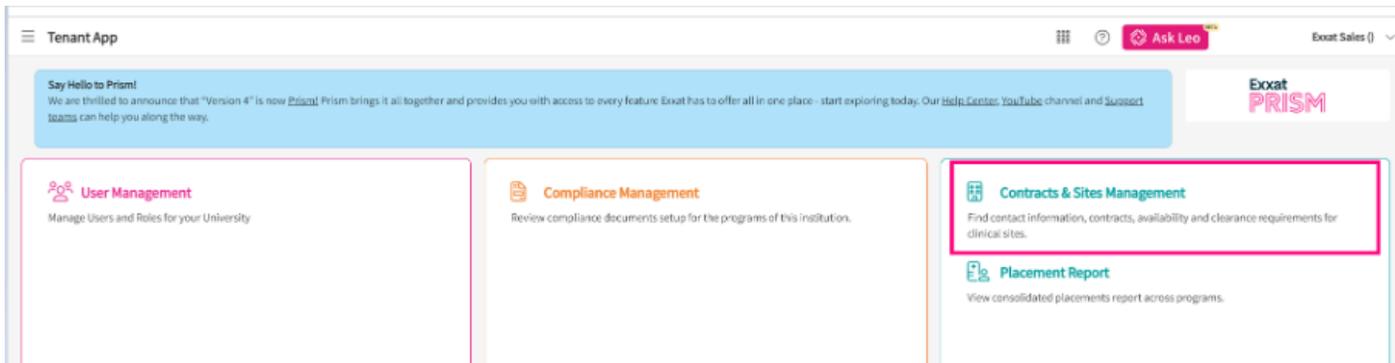
16. When you click on the "Document Status" a new drawer opens with more details about the specific requirement, where you can see the Guidelines for Students or any templates. This page also allows you to edit the Due date for the requirement.



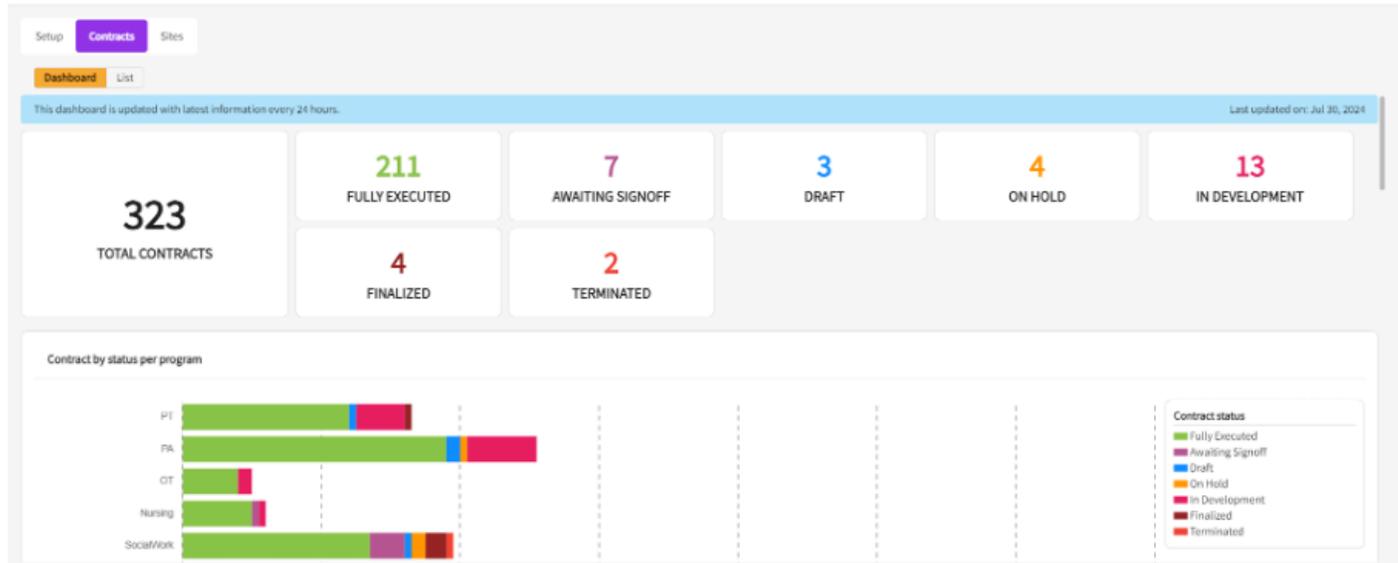
17. The tabs "Review Clarifications" & "Approve" are only available when you are signed up for Exxat's Approve Service.



18. The next tile on this dashboard is "Contracts & Site Management" this helps University administrators to add and manage all contracts at the school or institution level. This contract information can also be extended from the institutional level to specific programs.



19. You can see all sites and contracts across all your programs. A dashboard shows up with a summary of all contracts, and their status spread across all programs. You can switch to the list view from here.



20. On the list view, you will be able to see all the contracts and can make changes to it as required. You will find the option to “Add contract” and “export into Excel” on the right side of your screen.

The screenshot shows the 'List' view of contracts. At the top, there are navigation tabs for 'Setup', 'Contracts', and 'Sites'. Below these are 'Dashboard' and 'List' buttons. A search bar and a filter dropdown (set to 'Contracts with site association') are present. On the right side, there are three action buttons: '+ Add Contract', an export icon, and a dropdown menu showing '1'. The main content is a table with 322 results found. The table columns are: CONTRACT NAME, NUMBER, SITES COVERED, STATUS, TEMPLATE, START DATE, EXPIRATION DATE, TAX ID, INITIATED BY, and PRIM.

CONTRACT NAME ↑	NUMBER	SITES COVERED	STATUS	TEMPLATE	START DATE	EXPIRATION DATE	TAX ID	INITIATED BY	PRIM
1234	23827397	Abundant Health - New Site	Fully Executed	University	March 4, 2024	June 4, 2024 <i>Expired</i>	-	-	-
ABC	1234573	Aston Physical Therapy +2 More	In Development	University	September 18, 2023	June 13, 2024 <i>Expired</i>	-	-	-
ABC Speech Contract ↕	23827394	Abundant Health* +1 More	Fully Executed	Modified	February 8, 2024	June 20, 2024 <i>Expired</i>	-	-	John
ABC Speech Contract @	23827395	ABC Speech Therapy	Fully Executed	Modified	February 8, 2024	June 20, 2024 <i>Expired</i>	-	-	-
Ability Center	1237	Ability Center +3 More	Fully Executed	Modified	June 5, 2023	June 19, 2024 <i>Expired</i>	-	Stacey Chapman	Shaw Willb

21. Click on **Add Contract** on the right side of your screen. A drawer pops up where you can fill out the contract details define the program you want to share the contract with and click on save once done.

✕ Add Contract
Save

'Primary contact person' field has been removed from here. You can now add contact information in more detail in the 'Contact Details' card on the contract's About tab.

Contract name *

Contract number

Program

Tax ID

Contract Initiated by

Contract Start date *

Select if this is an open ended contract

Contract expiration date *

Contract Template *

22. To update or manage any contracts you can click on the name of the contract that needs to be updated.

Setup **Contracts** Sites

Dashboard **List**

Search Filters: Contracts with site association

[+ Add Contract](#) 📄 📄 ⌵

322 Results Found

CONTRACT NAME ↑	NUMBER	SITES COVERED	STATUS	TEMPLATE	START DATE	EXPIRATION DATE	TAX ID	INITIATED BY	PRIM
Abundant Health Addendum	49	Ability Center	Fully Executed	University	June 1, 2022	July 15, 2022 <i>Expired</i>	-	Bhavya Bansal	-
Action Physical Therapy Inc	44	Action Physical Therapy Inc	Awaiting Signoff	Modified	June 6, 2022	June 20, 2024 <i>Expired</i>	-	Stacey Chapman	Shah Coon
Adaptial	002	Adaptial	Fully Executed	University	July 1, 2021	June 19, 2024 <i>Expired</i>	-	Cathryn Thomas	Aaron Hutel Show
Adaptial Contract	46	Adaptial +2 More	Fully Executed	University	August 29, 2022	July 3, 2024 <i>Expired</i>	-	Bhavya Bansal	Aaron
Advantes PT Contract	1235	Advantes Speech Clinic_0	Fully Executed	University	April 24, 2023	July 3, 2024 <i>Expired</i>	-	-	-
Advantes Speech Clinic	-	Advantes Speech	Fully Executed	University	November 10, 2024	July 3, 2024	-	-	-

23. You will find all the contract details and pencil icons for each card to update the information. Click on the pencil icon to edit the basic information for the contract.

Contract And Site Management Ask Leo Amee Jotangiya Exxat Sales ()

Abundant Health Fully Executed February 20, 2023 - Is open ended University Delete Contract

About

Abundant Health ✎

Contract number 55323	Tax ID 3232023	Contract Initiated by Alex Sanders
--------------------------	-------------------	---------------------------------------

Contract notes
Contract has been fully executed

Reference Address
Abundant Legal, 238 Rampart Ave, Tampico, ID 32923

Last updated by Skyler Reddy on July 1, 2024

Contact Details ✎

Primary Contact Person Alex Sanders Dean (233) 223-4234 alex@email.com	Contact 2 Julie Waters Faculty (234) 231-2343 julie@email.com
--	---

Programs Covered ✎

Counseling Nursing

Sites Covered ✎

Abundant Health* 415 Diamond St, Redondo Beach, CA, 90277	New 312 Anderson Ave, Torrance, CA
--	---------------------------------------

24. Click on the + icon to add the contact details and point person for the contract.

Contract And Site Management Ask Leo Amee Jotangiya Exxat Sales ()

Abundant Health Fully Executed February 20, 2023 - Is open ended University

About

Abundant Health ✎

Contract number 55323	Tax ID 3232023	Contract Initiated by Alex Sanders
--------------------------	-------------------	---------------------------------------

Contract notes
Contract has been fully executed

Reference Address
Abundant Legal, 238 Rampart Ave, Tampico, ID 32923

Last updated by Skyler Reddy on July 1, 2024

Contact Details ✎

Primary Contact Person Alex Sanders Dean (233) 223-4234 alex@email.com	Contact 2 Julie Waters Faculty (234) 231-2343 julie@email.com
--	---

Programs Covered ✎

Counseling Nursing

Sites Covered ✎

Abundant Health* 415 Diamond St, Redondo Beach, CA, 90277	New 312 Anderson Ave, Torrance, CA
--	---------------------------------------

Edit Contact Details Save

Any contact details added before 31st July 2023 under 'Primary contact person' field has been moved under the 'Name' field here. You can clean up the data as required.

Contact Details

Contact 1 ✎

Set as a primary contact person

Name * Alex Sanders	Designation Dean
Email alex@email.com	Phone (233) 223-4234

Additional details

Contact 2 ✎

Set as a primary contact person

25. You can click on the pencil icon to edit and select all the programs that will be able to share this contract.

Contract And Site Management

Abundant Health Fully Executed February 20, 2023 - Is open ended University

About

Abundant Health

Contract number: 55323 | Tax ID: 3232023 | Contract Initiated by: Alex Sanders

Contract notes: Contract has been fully executed

Reference Address: Abundant Legal, 238 Rampart Ave, Tampico, ID 32923

Last updated by: *Skylar Reddy on July 1, 2024*

Contact Details

Primary Contact Person: Alex Sanders | Dean | (233) 223-4234 | alex@email.com

Contact 2: Julie Waters | Faculty | (234) 231-2343 | julie@email.com

Programs Covered

Counseling | Nursing

Sites Covered

Abundant Health* | 415 Diamond St, Redondo Beach, CA, 90277

New | 312 Anderson Ave, Torrance, CA

Edit Programs

- PT.DPT
- PA.MSPAS
- OT.OTD
- Nursing
- SW
- Nursing-CRNA
- PH
- SLP
- Nutrition
- AT
- Counseling
- Teacher Education
- MHA
- Dental
- Pharmacy

26. Click on the pencil icon to edit the information about which sites are covered under a contract.

Contract And Site Management

Abundant Health Fully Executed February 20, 2023 - Is open ended University

About

Sites Covered

Abundant Health* | 415 Diamond St, Redondo Beach, CA, 90277

New | 312 Anderson Ave, Torrance, CA

Ability Center | 169 Sugar Street, West Chicago, IL, 60185

Alliance Medical Center* | 3031 Torrance Blvd, Torrance, CA, 90503

Show More Sites Covered

Routing Checklist

Copy Sent To Dept. Date: Completed | Date Signed By Provost: Completed

January 1, 2024 | November 14, 2023

Routing checklist notes: Open-ended contact established

Last updated by: *Test Faculty on January 17, 2024*

Contract Documents

General documents

DATE UPLOADED	DOCUMENT	SHARED WITH STUDENT	NOTES	ACTION
January 4, 2022	2023 Contract View document	<input checked="" type="checkbox"/>	-	Edit Delete

Sites Covered

Search: | Filters: Active

235 Results Found

<input type="checkbox"/>	SITE NAME	ADDRESS
<input checked="" type="checkbox"/>	Abundant Health*	415 Diamond St, Redondo Beach, CA, 90277
<input checked="" type="checkbox"/>	Action Physical Therapy Inc	380 SUTLEY CIR, SACRAMENTO, CA, 95835-2043
<input checked="" type="checkbox"/>	Alliance Medical Center*	3031 Torrance Blvd, Torrance, CA, 90503
<input checked="" type="checkbox"/>	New	312 Anderson Ave, Torrance, CA
<input type="checkbox"/>	Abundant Health - New Site	ABC, CA, AR
<input type="checkbox"/>	Accelerated Learning Solutions	3057 Cleveland Ave, Fort Myers, FL, 33309
<input type="checkbox"/>	Adaptial	600 Hawthorne St., Yonkers, NY, 10701
<input type="checkbox"/>	Advantes Speech Clinic_0	5562 Philadelphia St., Suite 212, Chicago, IL, 60630
<input type="checkbox"/>	Advantia Health	10750 Columbia Pike, Suite 700, Silver Spring, MD, 20901
<input type="checkbox"/>	Advent Professionals	8640 Lakewood Ave., Joliet, IL, 60435
<input type="checkbox"/>	Alexander Family Services	7 Park Street, Tevelsbury, MA, 00192
<input type="checkbox"/>	All Care Clinic	4021 Shady Pointe Row, Nowhere, CA, 46143
<input type="checkbox"/>	Allegheny Community Services	327 Primrose Rd., Algonquin, IL, 60102
<input type="checkbox"/>	Allsports Ortho Rehab	397 Annadale Street, Nampa, ID, 83651
<input type="checkbox"/>	Amity Medical	260 North Commonwealth Street, Columbia, MN, 55104

27. Click on + icon to add routing checklist information. You will be able to check off the items that are completed along with the date for when the checklist item was completed.

Setup **Contracts** Sites

Dashboard **List**

Search Filters: **Contracts with site association** + Add Contract

322 Results Found

CONTRACT NAME ↑	NUMBER	SITES COVERED	STATUS	TEMPLATE	START DATE	EXPIRATION DATE	TAX ID	INITIATED BY
Abundant Health Addendum	49	Ability Center	Fully Executed	University	June 1, 2022	July 15, 2022 <i>Expired</i>	-	Bhavya Bar
Action Physical Therapy Inc	44	Action Physical Therapy Inc	Awaiting Signoff	Modified	June 6, 2022	June 20, 2024 <i>Expired</i>	-	Stacey Cha
Adaptial	002	Adaptial	Fully Executed	University	July 1, 2021	June 19, 2024 <i>Expired</i>	-	Cathryn Th
Adaptial Contract	46	Adaptial +2 More	Fully Executed	University	August 29, 2022	July 3, 2024 <i>Expired</i>	-	Bhavya Bar
Advantes PT Contract	1235	Advantes Speech Clinic_0	Fully Executed	University	April 24, 2023	July 3, 2024 <i>Expired</i>	-	-
Advantes Speech Clinic		Advantes Speech	Fully Executed	University	November 15, 2024	July 3, 2024	-	-

30. On the right side of the screen, you will find the 'Delete Contract' button.

← **Abundant Health Addendum** Fully Executed 🗑️

June 1, 2022 - July 15, 2022 (*Expired*) • University

About

Abundant Health Addendum ✎

Contract number 49	Tax ID -	Contract Initiated by Bhavya Bansal
Contract notes -		

Last updated by **Test Faculty** on February 14, 2024

Delete Contract

31. You can confirm the deletion, and the contract will be deleted.

32. The next tile on the main dashboard is "Placement Report" which provides admins with a consolidated overview of placements across various programs.

Tenant App 📄 🗨️ ? Chat 🔊 Ask Leo ^{BETA} Exxat Sales ()

Say Hello to Prism!
We are thrilled to announce that "Version 4" is now **Prism!** Prism brings it all together and provides you with access to every feature Exxat has to offer all in one place - start exploring today. Our [Help Center](#), [YouTube](#) channel and [Support teams](#) can help you along the way.

Exxat PRISM

User Management

Manage Users and Roles for your University

Compliance Management

Review compliance documents setup for the programs of this institution.

Contracts & Sites Management

Find contact information, contracts, availability and clearance requirements for clinical sites.

Placement Report

View consolidated placements report across programs.

33. Click on "Placement Report" to get a consolidated overview of placements across all your programs. A page would open as "Comprehensive placement report [live]" where you will need to select the program from the dropdown or you can also search for a specific placement using the "Student Name", "Placement ID", "Student ID", "Cohort Name", etc.

The screenshot shows the "Placement Report" interface. At the top, there is a navigation bar with "Placement Report" and a "Comprehensive placement report [live]" breadcrumb. A search bar is highlighted with a pink box. Below it is a table with columns: PLACEMENT ID, STUDENT NAME, STUDENT ID, STUDENT ADDRESS, STUDENT COHORT, and STUDENT GROUP. A dropdown menu for "Program" is open, showing options: PT (checked), PA, OT (checked), Nursing (checked and highlighted), SocialWork, CRNA, and PublicHealth. The "Export to Excel" button is also visible.

PLACEMENT ID	STUDENT NAME	STUDENT ID	STUDENT ADDRESS	STUDENT COHORT	STUDENT GROUP
PM62488747	Abbott, Grace (Gracie)	7031-41	-	Class of 2029	Full time
PM67660734	Abbott, Grace (Gracie)	7031-41	-	Class of 2029	Full time
PM32146370	Abbott, Grace (Gracie)	7031-41	100 Garfield Ave, Pasadena, CA, 91101	Class of 2022*	Suburban Campus

34. Once you have selected one or more Programs from your university, you can click on "Export to Excel" button here.

The screenshot shows the "Placement Report" interface. The search bar is highlighted with a pink box. The "Program" dropdown menu is open, showing "PT, OT, Nursing" selected. The "Export to Excel" button is highlighted with a pink box. Below the search bar is a table with columns: PLACEMENT ID, STUDENT NAME, STUDENT ID, STUDENT ADDRESS, STUDENT COHORT, STUDENT GROUP, STUDENT PHONE, and STUDENT EMAIL.

PLACEMENT ID	STUDENT NAME	STUDENT ID	STUDENT ADDRESS	STUDENT COHORT	STUDENT GROUP	STUDENT PHONE	STUDENT EMAIL
PM19229930	Adkins, Brian (Brian)	496983	-	Class of May 2025*	Hybrid	(555) 555-5555	brian.adkins@example.com
PM54682017	Adkins, Brian (Brian)	496983	-	Class of May 2025*	Hybrid	(555) 555-5555	brian.adkins@example.com
PM41324048	Adkins, Brian (Brian)	496983	-	Class of May 2025*	Hybrid	(555) 555-5555	brian.adkins@example.com

35. By clicking on the quick access menu on the top left of the screen you can navigate to any of the pages of the Institute Level dashboard, as shown below.

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