Key Benefits of using CIS for Pharmacies

New smartcard software (CIS) allows organisations to be more in control of their smartcards. The ideal model is that all organisations are set up with a
- Sponsor
- Local Smartcard Administrator
- RA Agent ID Checker.

The benefits of this are below:

Role	Task they can perform	Benefits
Sponsor	Access can be directly assigned to staff within their organisation	- No need for forms to be completed and sent to SCW RA Team. - No delay in staff getting access, as soon as they join, if they have a smartcard, they can be assigned access on site without needing to contact the SCW RA Team.
	Access can be removed immediately from staff that have left	Better governance. As soon as a member of staff leaves access can be removed without needing to contact the SCW RA Team or complete any forms.
	Access can be assigned and end dated in the event of a temporary/contract member of staff	Better governance. The access will automatically finish on a specified date.
	Unlock Smartcards	When a user locks their smartcard the Sponsor will be able to unlock it on site. There is no need to send the card to the SCW RA Team which means there is no downtime for that member of staff
Local Smartcard Administrator	Unlock Smartcards	When a user locks their smartcard the Local Smartcard Administrator will be able to unlock it on site. There is no need to send the card to the SCW RA Team which means there is no downtime for that member of staff
RA Agent ID Checker	New user ID checks can be done on site. The ID information, user details and photo can be input directly into CIS	New users can get Smartcards quicker. There is no need for them to travel to the SCW RA Team for ID checks. As soon as the SCW RA Team gets the request, a card can be printed and posted out.

To set this up there are 2 steps:
- A letter of appointment needs to be sent to the CSU RA Manager by the Owner/Manager of the pharmacy to appoint the Sponsor/RA Agent ID Checker (sample wording can be provided by the SCW RA Team).
- The Sponsor/RA Agent ID Checker will need to complete an agreement form to agree to working to the local RA policy and procedures (help/training guides will be provided by the SCW RA Team).