

# Vestigo® Instances: One or Multiple?

## Vestigo® Site Set-Up: Client & Facility Levels

A Vestigo® Instance is an individual Vestigo® website, with a unique URL. Separate Vestigo® Instances cannot interact or exchange data with one another, providing segregation of data, security, restricted access, and controlled use. Depending upon an institution's organizational set-up, affiliations, and needs, options exist for contracting as a single Vestigo® Instance, or as multiple instances. In addition to factors such as legal distinction and access to participant and financial data, future goals and operational direction of the health system should be considered when deciding if one or multiple instances are needed.

A key factor driving the decision for one or multiple instances is which data can be accessed within a single Vestigo® website.

A Vestigo® Instance (unique URL) is structured at varying levels to provide oversight and, granular

control of access. The Client (URL) website represents the broadest organizational level and is typically the contracting entity (company, institution, or healthcare system) and is synonymous with the single "Vestigo® Instance"). Within the client website, facilities are then used to indicate separate practice sites, service lines, or physical locations. The definition of a facility is flexible to the structural hierarchy of various health care settings and may vary from client to client.

Select client-level settings can be customized underneath Application Administration and will extend across all facilities to guide default selections, ensure standardization, and allow reporting at the broadest level.

Within a given facility, locations further define the space where investigational product (IP) inventory is stored, dispensed, and managed.

### Controls to Limit Access Within a Single Instance

Within a client website, controls exist at both the facility level and the protocol level. Employing facility-specific, role-based user access, the visibility of data and access to cross-protocol functions are restricted to the facility where a user carries that role. A role carries a set of granular security permissions, which determine the visibility of data and functions of that role.

At the protocol-level, a protocol must be assigned to a facility or facilities where it is being conducted and managed. The ability to have multiple facilities on a single protocol can be used for control/satellite model or hub & spoke networks. Within a protocol, users must have a role in a facility on a protocol to access it, and their role will determine the functions that can be performed.

## Shared Data Within a Single Instance

While facility-level roles and permissions can limit access and segregate data, there are areas within Vestigo® that remain at the client-level and are thus shared across all facilities. The most prominent areas are:



### Application Administration

- System & Client Settings



### Participant Profile\*

- Name, MRN
- Demographics
- Protocol History



### Billing\*\*

- Billing Accounts
- Billing Fees
- Billing Fee Templates
- Billing Account Groups



### Address Book

- Protocol Contacts
- Vestigo® Users



### Templates



## Participant Search Restrictions Within a Single Instance

Vestigo® supports the restriction of accessing a participant profile to a facility in which the participant has been enrolled, and the user has access to. This allows Vestigo® to accommodate participant visibility restrictions required at certain institutions they've been enrolled in. Sites will never see the participants in facilities they don't have permission for. In some instances, the same participant can be enrolled in multiple facilities with different MRNs and not be visible across facilities.

Participant search restriction is configurable via a client-level setting underneath Application Administration.

\* Identifying information is limited to that entered by a user.

\*\* Facility, Account Groups, and naming conventions may be used to filter data. All reporting is filterable by facility.

