BD Pyxis™ MedStation™ ES
Grant visitor access

An authorized user can grant another user temporary access to specific areas and roles connected to a device for an amount of time determined by the facility. For example, agency clinicians can be granted access to a device's area for a set time period. Depending on how roles are set at the server, the device matches the user roles the authorized user can grant and what the device allows to be granted. The device can also match against the visiting user's roles if the facility is configured to do so.

1. On the Home screen, select **Visitor Access**.

    *Note: Depending upon your permissions, you may need to select **More**, then select **Visitor Access**.*

2. On the Grant Visitor Access screen, enter the first letters of the visitor's last name in the search box. Select the visitor's name from the list and select **Grant Visitor Access**.

    Note: All users must be known to the server. If the visitor's name is not on the list, contact your system administrator for assistance.

3. The Grant Visitor Access screen now shows the areas and roles you can give to the user being granted access. Select the Device Area and Available Role and select **Accept**.

4. The visiting user's assigned role and area displays. Review your entry then select **Accept**.