

AMP600 Fix for certification

The monitors must be owned by the user's screening group. This means that the user must have access rights to change the metadata (such as certifying agency). The steps to fix it are as follows:

1. The user access the Admin/Security form must look at their assigned agency, and verify that it is correct. (If it is not, please contact Robert Coats and he will fix it)
2. Run the monitor description report (AMP390) for the monitors that the user wants to certify.
3. For each monitor on that report, note the certifying agency.
4. For any that are different from the user's agency, use the maintain monitor form to correct it:
 - a. Query in the monitor
 - b. Click on the agency roles tab
 - c. Click on the Certification role row on the form.
 - d. Click the plus ('+') icon to insert a new row.
 - e. Click the duplicate icon to copy the certification row to the new row.
 - f. Change the agency code to the user's agency code.
 - g. Click on the old certification row.
 - h. Click on the delete record icon ('X')
 - i. Click save.

These monitors will now show up on the report for the user's agency, and the user will be able to query them on the Certification form.