# FAQ – What Are Analysis Level Permissions in Care Control?

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## FAQ: What Are Analysis Level Permissions in Care Control?

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Kieran Worth

All actions in Care Control are logged and audited for security and accountability. A staff member's **role and permissions** determine which Analysis Levels they can view, edit, or manage.

### General

- **Access Level:** Broadest access – available to most users.
- **Data Type:** Non-sensitive operational information.
- **Examples:** Basic resident data (name, age, room); non-clinical notes or alerts; general care task lists.
- **Purpose:** Ensures day-to-day care information is easily accessible to frontline staff.

### Confidential

- **Access Level:** Limited to staff with elevated permissions (e.g., senior carers, nurses).
- **Data Type:** Personal or clinical information that should not be shared widely.
- **Examples:** Medical conditions; medication schedules; risk assessments.
- **Purpose:** Protects personal and health data in line with GDPR compliance.

## Secret

- **Access Level:** Restricted to senior management or clinical leads.
- **Data Type:** Sensitive information with operational, legal, or reputational implications.
- **Examples:** Incident reports; safeguarding concerns; complex behavioural plans.
- **Purpose:** Ensures sensitive data is only accessed by those with a direct need-to-know.

## Top Secret

- **Access Level:** Highest level of restriction, usually reserved for directors or registered managers.
- **Data Type:** Critical or legally protected information.
- **Examples:** Legal documents; HR or disciplinary records; high-risk safeguarding data.
- **Purpose:** Maintains the strictest confidentiality and accountability within the system.

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