**Provider Module Settings**

To use the **Provider Module Settings** features follow the steps outlined below.

**Note:** The Provider Module Settings area is also accessible through the Provider Preferences tab on the Admin Dashboard. There are two different ways to access the same area.

1. Click the **Admin** tab from the main screen. (See Figure 1-1)

**Note:** The options that will display on your Admin screen depend on your ServicePoint user level and the ServicePoint modules installed on your application.

2. Click the **Provider Admin** icon to open the **Provider Search** screen. (See Figure 1-2)
3. Enter search criteria and click **Search.** (1) The **Provider Search Results** screen will appear. (See Figure 1-3)

![Figure 1-3]

4. Click the **Edit** icon 🖊️ or click the name of the provider. (1) (See Figure 1-4)

![Figure 1-4]

5. Click **Module Settings.** (1) (See Figure 1-6)

![Figure 1-6]

6. Notice that **Module Settings** is now the active tab. (1) Within **Module Setting** the following areas are available:
   a. **ClientPoint** Module Settings
   b. **CallPoint** Module Settings
   c. **ShelterPoint** Module Settings
   d. **ServicePoint** Module Settings
   e. **Multiple Services** Module Settings
   f. **SkanPoint** Module Settings
More:

- ClientPoint Module Settings
- CallPoint Module Settings
- ShelterPoint Module Settings
- ServicePoint Module Settings
- Multiple Services Module Settings
- SkanPoint Module Settings
- Profile Tab
- Change a Provider's Profile
- Visibility Tab
- What is Visibility?
- Change a Provider's Visibility
- Assessments Tab
- ServicePoint 5.9 Upgrade Note: Provider Assessment to Provider Worksheet Conversion
- Services Tab
- Add New Provider
- Add a New Level 1 Provider
- Add a New Subordinate Provider
- Maintenance Tab
- Provider Maintenance