

Minerva 2.0 Staff Member/User Account Request Form

Please submit the completed form to prevmis@hca.wa.gov

First name

Last name

Position title

Phone

Address

City

State

ZIP

County

Birth month

Birth year

Email

New staff member type: Will this person need user access for entering data into the system?

Yes, staff member will be doing direct data entry and needs Minerva User account access (system access).

No, staff member will not be entering data directly into Minerva and only needs to be added as staff member so staff hours can be reported for this person (no system access; only for adding hours).

Which of the following account types will you be working with? (select all applicable options)

CPWI

CBO

Tribe/UIO

Useraccounts

What account(s) will this user need access to in Minerva 2.0?

Gender (select all applicable options)

Male

Female

Gender fluid

Non-binary

Transgender

Gender neutral

Two spirit

Unknown

Refuse to state

Something else fits better

Race (select all applicable options)

American Indian/Alaskan Native: non-specified

American Indian/Alaskan Native: (specify)

Asian: non-specified

Asian: Asian Indian

Asian: Chinese

Asian: Filipino

Asian: Japanese

Asian: Korean
 Asian: Vietnamese
 Asian: (specify)
 Black/African American: non-specified
 Black: Ethiopian
 Black: Somalian
 Black: Kenyan
 Nigerian
 Black: Other Sub-Saharan African
 Black: West Indian
 Black: (specify)
 Native Hawaiian/Other Pacific Islander: non- specified
 Native Hawaiian/Other Pacific Islander: Native Hawaiian
 Hawaiian/Other Pacific Islander: Guamanian or Chamorro
 Native Hawaiian/Other Pacific Islander: Samoan
 Native Hawaiian/Other Pacific Islander: (specify)
 Two or more races: non- specified
 Two or more races: (specify)
 White: non- specified
 White: (specify)
 Some other race: non- specified
 Some other race: (specify)

Ethnicity (select all applicable options)

Hispanic, Latino(a), or Spanish Origin: non-specified	Cuban
Not Hispanic, Latino(a), or Spanish Origin	Other Hispanic, Latino(a) or Spanish Origin
Mexican, Mexican American, or Chicano	Ethnicity Unknown
Puerto Rican	Other Ethnicity: (specify)

Sexual orientation

Role	Date hired (mm/dd/yy)	Date of background check (mm/dd/yy)
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Highest Level of education

Prevention Professional certification number	Prevention Professional certification expiration date (mm/dd/yy)
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Substance Abuse Prevention Skills Training (SAPST) completed date (mm/dd/yy)

Is this user replacing another person who should be made inactive?

Yes

No

If yes:

What is the name of the person who should be made inactive?

Date the user needs to be inactive:

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For answers to questions/concerns, please email your prevention systems manager.

Reference list of accounts

Aberdeen CPWI
Adams County
American Indian Community Center
Asotin County
Auburn Prevention Coalition (Auburn SD)
BBBS (R2R)
Behavioral Health (Chehalis)
Behavioral Health (Nisqually)
Behavioral Health Division
Behavioral Health Division (Port Gamble S'klallam Tribe)
Benton City
Benton-Franklin Health District
Benton-Franklin Counties
Benton-Franklin Health District
Bethel
Big Brothers and Big Sisters of Southwest Washington (CBO)
Big Brothers Big Sister Centralia
Big Brothers Big Sisters (Monroe Community Coalition)
Big Brothers Big Sisters (Thurston)
Big Brothers Big Sisters of Island County
Big Brothers Big Sisters of Southwest Washington (Wellspring)
Blue Mountain Action Council
Boys & Girls Club of S. Puget Sound (Bremerton)
Boys & Girls Club of S. Puget Sound (N. Kitsap)
Boys and Girls Club of Long Beach
Bremerton Substance Abuse Coalition
Camas Path Prevention
Cape Flattery School District
Cascade Community Services
Cascade Prevention Coalition
Castle Rock CARE Coalition
Central Vancouver
Centralia
Centralia College (Centralia)
Centralia College (Morton)
Chelan-Douglas TOGETHER for Youth (CBO)
Chelangen Department

Cheney
Chief Klia Wellness Center
Children's Discovery Foundation/Funhouse Commons
Chimacum Prevention Coalition
City of Lakewood
City of Prosser
Clallam County Juvenile & Family Services
Clarkston E.P.I.C. Coalition
Clover Park
Coalition for Drug-Free Youth (PSESD)
Colfax
College Place
Columbia County
Columbia County Focusing on Youth Coalition
Colville Tribal EMS
Colville Tribal Public Safety Office
Colville Tribes Behavioral Health
Communities in Schools (EVCC)
Communities in Schools (Ferndale)
Communities in Schools (Shuksan)
Communities in Schools (WCCC)
Community Counseling Institute
Community Family Services
Concrete Coalition
Connect Battle Ground (BG)
Cowlitz Indian Tribe
Cowlitz Mental Health
Cowlitz Tribal Treatment
Crescent School District
Crescent United
Cusick School District
Darrington Prevention Intervention Community Coalition
Daybreak Youth Services
DH
Division of Chemical Dependency Program
DMA Pacific County CBO Funding
East Valley Community Coalition
Edmonds School District

Ellensburg
Ellensburg School District
Elma
Enumclaw
ESD 101
ESD 105
ESD 105 (CBO PE)
ESD 105 (CBO)
ESD 112
ESD 112 (CBO)
ESD 113
ESD 123
ESD 189
Family Education & Support Services (North Mason)
Family Education & Support Services (Shelton)
Family Haven
Family Services
Ferndale Community Coalition
FESS (CBO)
Forks Coalition
Foundation of District #304
Franklin Pierce School District
Franklin-Pierce
Friends of Children of Walla Walla
Genesis II
Goldendale
Granger School District
Granite Falls
Granite Falls CC & FB
Grant County
Grays Harbor County
Greater Spokane Substance Abuse Council (EVCC)
Greater Spokane Substance Abuse Council (WCCC)
Guiding Good Choices (UNITE!)
Guiding Good Choices (West Vancouver)
Guiding Good Choices Provider (Rainier)
Guiding Good Choices Provider (Tenino)
Health & Social Services Department (H&SS) Behavioral Health Clinic: Behavioral Health and Chemical Dependency (MHPP)
Health and Wellness Program
Healthy Tekoa Coalition

Healthy Youth Central Area Network (SPS)
Highland Community Coalition
Hoh Tribe
Housing Kitsap (Bremerton)
Housing Kitsap (North Kitsap)
Inspiring Here & Now
Jamestown S'Klallam Tribe
Jefferson County
Joyce L Sobel Family Resources Center
Kalispel Tribe of Indians
Kelso
Kennewick
KEY Connect Kennewick
King County
Kitsap Community Resources (Bremerton)
Kitsap Community Resources (N. Kitsap)
Kitsap County
Klickitat County Health Department
Klickitat-Lyle Coalition
Korean Women's Association
Lakewood School District
Lewis County
Lewis County Public Health Nurse Family Partnership
Lifeline Connections (CBO)
LINC Northwest
Lincoln County
Longview
Lopez Island Family Resource Center
Lopez Island Family Resource Center (CBO)
Lower Elwha Education Program
Lower Elwha Health Department
Lower Elwha Klallam Tribe
Lummi Nation
Mabton School District
Makah Tribe
Marysville School District
Marysville Together Coalition
Mason County Public Health and Human Services
Mental Health Department (Nooksack)
Mental Health Department
Monroe Community Coalition
Monroe School District

Monroe Youth Coalition Provider
Montesano School District
Morton Police Department
Morton UP!
Moses Lake Community Coalition
Mount Vernon HOPE
Mountlake Terrace HS
Mt. Adams School District
Mt. Baker Community Coalition
Muckleshoot Human Services
Muckleshoot Indian Tribe
Muckleshoot Tribal School
My TOWN Coalition
Native Project
NE Community
Neighborhood House
Neighborhood House (CBO)
Newport
Nisqually Indian Tribe
Nooksack Indian Tribe
North Counties Family Resources
North Kitsap Substance Abuse Prevention Coalition
North Mason
North Mason School District
Northwest Indian Treatment Center
Nurse Family Partnership (Bremerton)
Nurse Family Partnership (North Kitsap)
Nurse Family Partnership (Rainier)
Nurse Family Partnership (Tenino)
Oak Harbor Youth Coalition
Oasis Community Church
Ocean Beach School District
Okanogan County Community Coalition
One Prevention Alliance Coalition
Orting School District
OSPI
Othello P.A.I.D. Coalition
Pacific County
Panther Country Coalition
Parenting Wisely Provider
Partners with Families and Children
Pasco Discovery Coalition

Pend Oreille County Counseling Services
Pierce County
Pizza Klatch (Rainier)
Pizza Klatch (Tenino)
Poison Control
Pomeroy Partners for Healthy Families
Port Angeles (CBO)
Port Angeles
Port Gamble S'klallam Tribe
Port Townsend
PRC/Health Department
Prosser CIA Coalition
Puget Sound ESD 121
Puyallup Tribal Treatment Center
Puyallup Tribe
Quality Behavioral Health (Garfield County)
Quilcene
Quileute Nation
Quileute Nation Human Services
Quillayute Valley School District
Quinault Indian Nation
Quincy
Rainier Community Cares Coalition
RECAP Coalition
Republic School District
Republic Youth Action Coalition
Road 2 Resiliency
Roger Saux Health Clinic
Royal School District
Rural Resources Community Action
S.T.O.P. Coalition
Sadie Halstead Middle School
Safe Streets Campaign
Safe Yakima Youth Coalition
Samish Indian Nation
Samish Indian Nation Education Program
San Juan County
San Juan Island Family Resource Center
San Juan Island Prevention Coalition
Sauk-Suiattle Indian Tribe
SE Seattle P.E.A.C.E. Coalition (Neighborhood House)
Seattle Area Youth for Christ

Sedro Woolley
Sedro Woolley School District
Selkirk
Shadle Park
Shelton Drug Prevention Coalition
Shelton SADD Club
Shoalwater Bay Chemical Dependency Program
Shoalwater Bay Education Department
Shoalwater Bay Tribe
Shuksan Community Network
SJC Children's Discovery Foundation/Funhouse Commons (CBO)
SJC Lopez Island Family Resource Center (CBO)
Skagit County (MHPP)
Skagit County YMCA
Skokomish HOPE Behavioral Health
Skokomish Indian Tribe
Snoqualmie Tribe
Soap Lake
Social and Community Services
Sophie Trettevick Indian Health Center
South Kitsap
South Whidbey
South Whidbey School District
Southwest Youth Alliance (SPS)
Spokane Tribal Network
Spokane Tribe Health and Human Services
Spokane Tribe of Indians
Squaxin Island Tribe
St. James Family Center
Stillaguamish Tribe Behavioral Health Programs
Stillaguamish Tribe of Indians
Sultan
Sunnyside School District
Sunnyside United-Unidos
Suquamish Tribe
Suquamish Tribe Sports and Recreation Department
Swinomish Counseling Services
Swinomish Indian Tribe
Tacoma Healthy Youth Coalition (Tacoma Community House)
Teen Advocacy Coalition (CBO)
Tekoa School District

Tenino-Bucoda Healthy Youth Coalition
The Confederated Tribes of the Chehalis Reservation
The Confederated Tribes of the Colville Reservation
The Health Center
The Learning Center
The Next Door
Thurston County
Thurston County (MHPP)
TOGETHER for Drug-Free Youth
Tulalip Tribes
Tumwater
UNITE! Washougal
United General District 304
Upper Skagit Indian Tribe
Upper Skagit Tribe Behavioral Health Programs
Vashon Alliance to Reduce Substance Abuse (Vashon Island SD)
Volunteers of America- Western Washington
Wahkiakum Community Network
Wahkiakum County
Wahluke Community Coalition
Wahluke School District
Walla Walla Community Coalition
Walla Walla Community Health
Walla Walla County
Wapato School District
Wapato Wellness Coalition
Washington Asian/Pacific Islander Families Against Substance Abuse
Washington Gorge Action Programs
Washington State Boys & Girls Clubs Association
Washington State University
Waterville Drug Free Coalition
Wellpinit School District
WellSpring Community Network
Wenatchee Coalition
West Central Community Center
West Central Community Coalition
West Vancouver for Youth
Whatcom County
Whatcom Family & Community Network
Whatcom Family and Community Network
White Salmon

White Swan Coalition
Wilbur
WSU Extension (Bellingham)
WSU Extension (Bremerton)
WSU Extension (Ferndale)
WSU Extension (Mt. Baker)
WSU Extension (North Kitsap)
WSU Extension (Thurston)
WSU Extension (Waterville)
WSU Youth N Action
Yakama Nation

Yakama Nation Behavioral Health
Yakama Nation Tiinawit Program
YMCA
YMCA of Greater Seattle
Youth and Family Link
Youth Center
Youth Recreational/Cultural Program
Youth Services
Youth Services (Port Gamble S'klallam Tribe)
Youth Services of Kittitas County (CBO)
Youth Services of Kittitas County