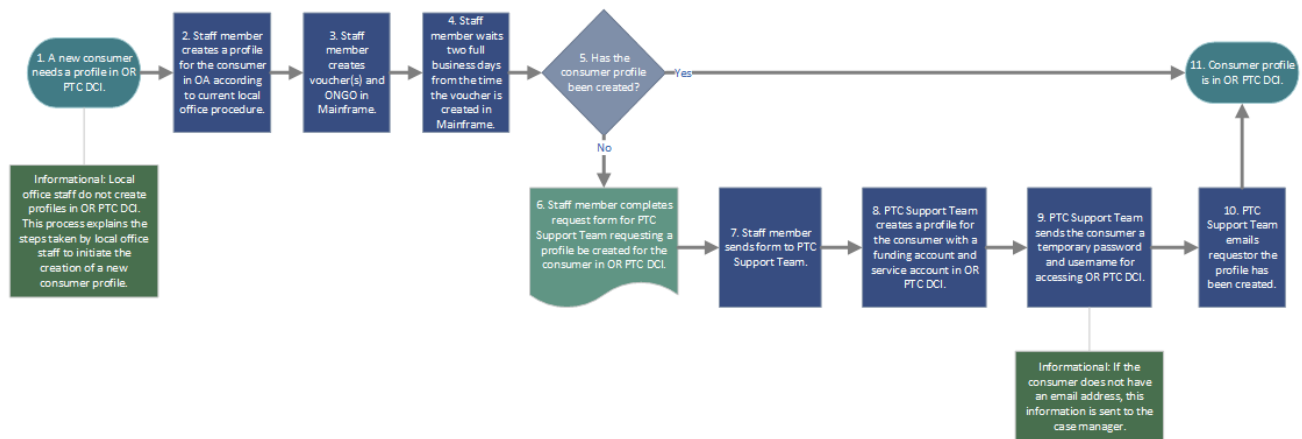


# Business Process - Add a New Consumer

## PROVIDER TIME CAPTURE (PTC) PROJECT

### 1.3.1 Process for Staff: Add a New Consumer



## Legend

### Acronyms

OA = Oregon ACCESS

START / END

PROCESS STEP

DECISION

STEP WITH DOCUMENT

### Links + Resources



**PTC Support Team Email**



**Consumer/Provider Profile Maintenance Form**



**Profile Management Guide**

### Related articles

- [Guide - OR PTC User Settings Guide](#)
- [Staff Learning Materials Catalog](#)
- [Guide - Time Entry Management](#)
- [Online Learning - Recovering a Forgotten Password](#)
- [Business Process - Managing Staff Profiles](#)