# Household Members Tool Rights

Last Modified on 03/31/2025 11:10 am CDT

Staff needing to see or maintain information regarding who currently is or formerly was a member of a household need access to the **Household Members** tool.

See the Household Members article to learn how to use this tool.



*Census > Households > Household Members*

End Dating or Deleting a household membership requires additional rights to decide what to do with existing Relationships that person has with people in the household.

# Available Tool Rights

| R | W | A | D |
|---|---|---|---|
| User can view household member information. | User can edit existing information on the household members tab. | User can find and add new household members. | User can delete household members.<br><br>*To preserve historical information, use Start/End dates instead of Delete* |

# Suggested User Groups

- Principals
- Counselors
- Front Office Staff
- Registrars

See User Groups and Suggested Roles for more information.