

REMOTE ACCESS FOR CONSULTANTS

Remote working has become increasingly important within the healthcare sector, enabling patients to have consultations without the need to visit a hospital.

To give Consultants who work with BMI Healthcare the ability to offer remote consultations and access patient information, we have launched some new digital applications to support you.

Please read the information below on the remote access options now available to you via PC, laptop, iPad and/or smartphone (iOS and Android). You will need to register on the portal as soon as possible and use your secure @bmichoice email for all communication with BMI.

Thank you for your co-operation.

CONSULTANT PORTAL

A “one-stop-shop” for all the tools you might need to have your practice running smoothly from anywhere.

This is our own mini intranet for consultants and it provides access to BMI tools such as:

- Your @bmichoice email inbox
- Clinician app
- UltraGenda*
- PACS*
- CRIS*
- Online forms for prescribing and referring patients for pathology, radiology, physiotherapy
- BMiLearn
- Microsoft Teams (Endorsed by NHS England)
- BMI policies, procedures and IT guides

**Available for Windows only, for iOS access instructions please contact your Sales and Marketing Manager*

WHY SHOULD YOU USE THE CONSULTANT PORTAL?

- Access to BMI apps and tools whilst working remotely
- Flexibility of holding virtual consultations (where appropriate) without the need to attend the hospital
- Access to your clinic appointments and theatre bookings
- Keep private patient information separate from NHS data
- Your own secure mailbox (as secure as @nhs.net) for safe communication of patient information, referral letters and updating policies
- Supports your private practice
- See all published communications and resources from BMI Healthcare in one place

For Consultants and Secretaries to access applications provided by BMI Healthcare you will have been provided with the following:

- **Username** – this is in the format: `cons_first initialsecond name`, e.g.: `cons_jsmith`
- **Windows Password** – you will have been issued this along with your username
- **Secure BMI email address** – in the format: `firstname.secondname@bmichoice.co.uk`

TO ACCESS THE CONSULTANT PORTAL

1. Access <https://bmihc.sharepoint.com/teams/ConsultantPortal>
2. Use your @bmichoice email as a username and your BMI Windows Password
3. There will be an additional level of security and you will be asked to enter a 6 digit code sent to your mobile to complete your log in.

TOP TIP: Access via Google Chrome recommended

Please refer to screenshots below

CLINICIAN APP

- Updated version of the BMI Clinician App
- Can be used on Smartphone, Tablet and Desktop
- Compatible with both Apple iOS, Android and Windows
- Helpful for iOS users who would not be able to access UltraGenda
- Medical Secretaries can view information for one or more consultants

WHY SHOULD YOU USE THE CLINICIAN APP?

- 'On the go' access through your 'phone or tablet
- Easy view of clinics and theatre lists
- Easy way to request theatre space bookings
- Secure access method as it gives visibility to brief patient data/records

TO ACCESS THE CLINICIAN APP (USING YOUR SMARTPHONE OR TABLET)

1. Download 'Power Apps' from your respective app store
2. Open the app and log in with your @bmichoice.co.uk email and your password, a 6 digit authentication code will be activated and sent to your phone in a message which you will use to complete the initial log in.
3. Choose the Clinician App based on the device you're using - Landscape for Desktop and Tablet and Portrait for Smartphone
4. When it opens there will be a prompt to set a 4 digit pin code which will make access quicker and easier after the initial log on.

Please refer to screenshots below

Q: My Windows password does not work

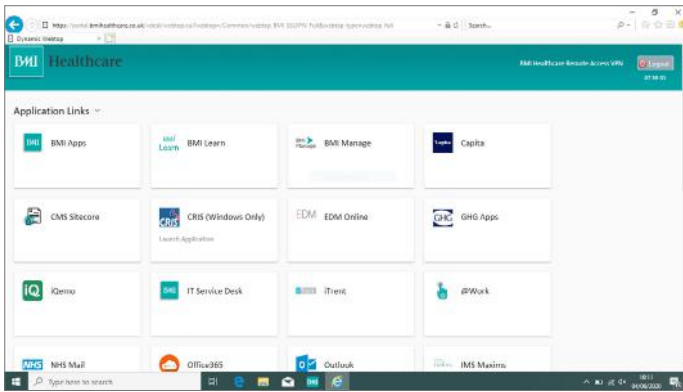
A: Please call Service Desk on 0141 300 6444 from the mobile 'phone number registered with your hospital and request a reset or contact your Sales and Marketing Manager

Q: Do I have to download 'Power Apps' App?

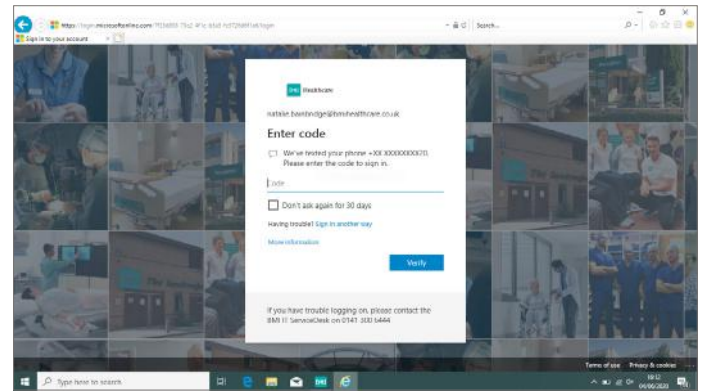
A: You can access the BMI Clinician App on a desktop/laptop through the Consultants Portal, however to use on a smartphone or tablet you will need Power Apps

For any queries on the new app, please email clinicianappsupport@bmihealthcare.co.uk
For queries regarding the consultant portal please email your Sales & Marketing manager

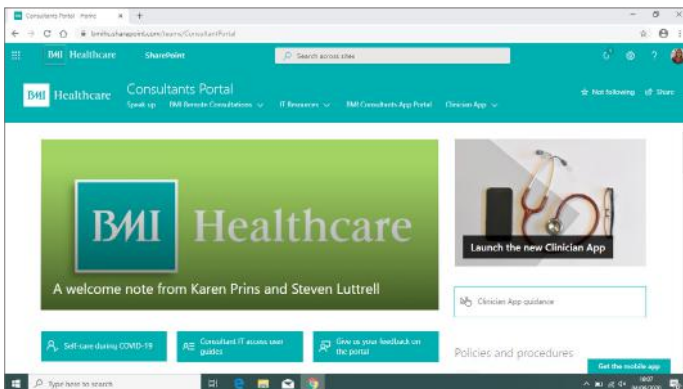
GLOSSARY OF SCREENSHOT IMAGES



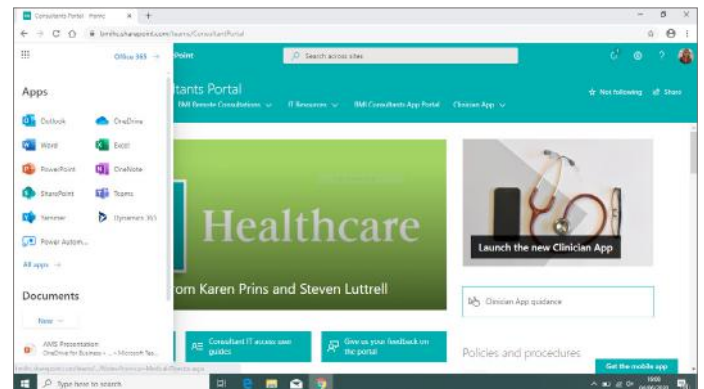
1. The Application Portal



2. Security code log in request box



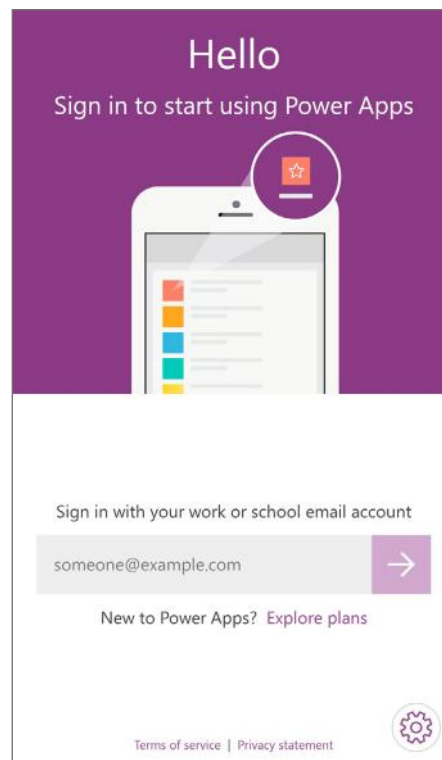
3. The Consultants Portal



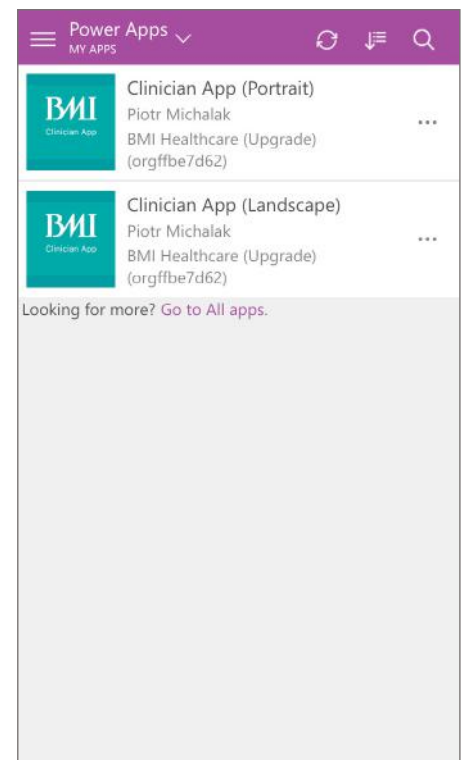
4. Microsoft 365 Apps



5. Power Apps Icon

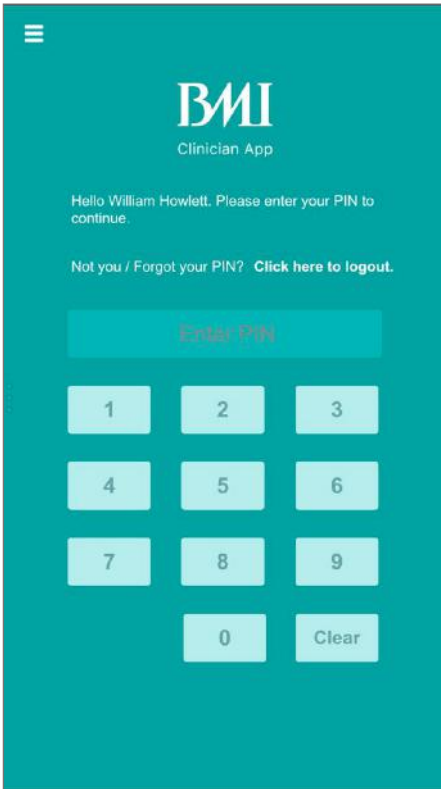


6. Power Apps opening screen

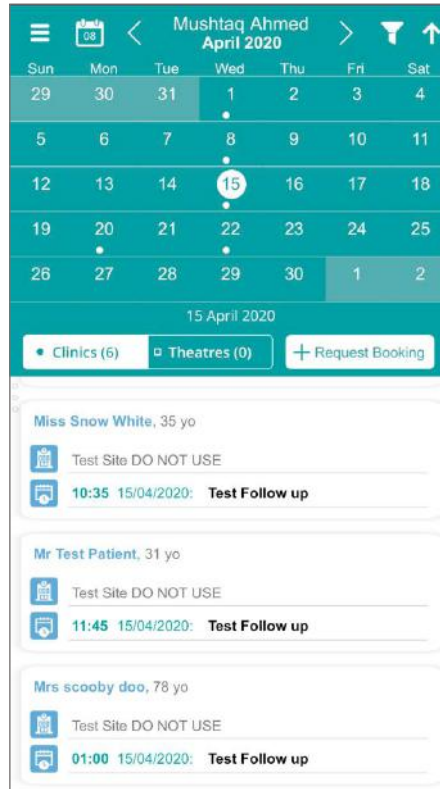


7. After logging into Power Apps

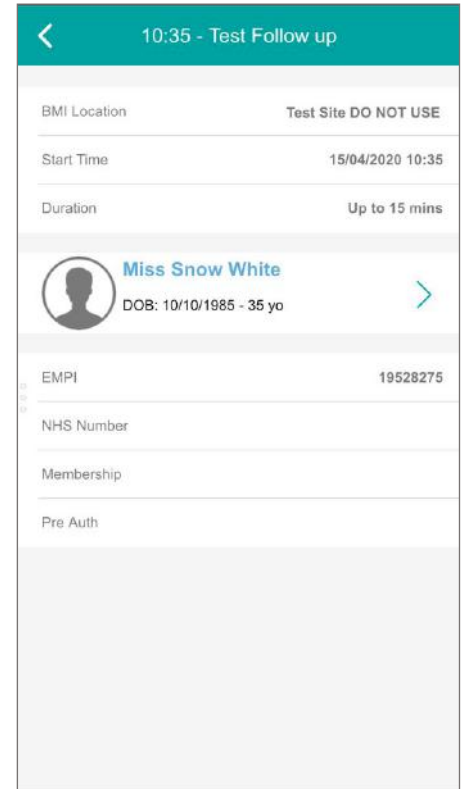
GLOSSARY OF SCREENSHOT IMAGES



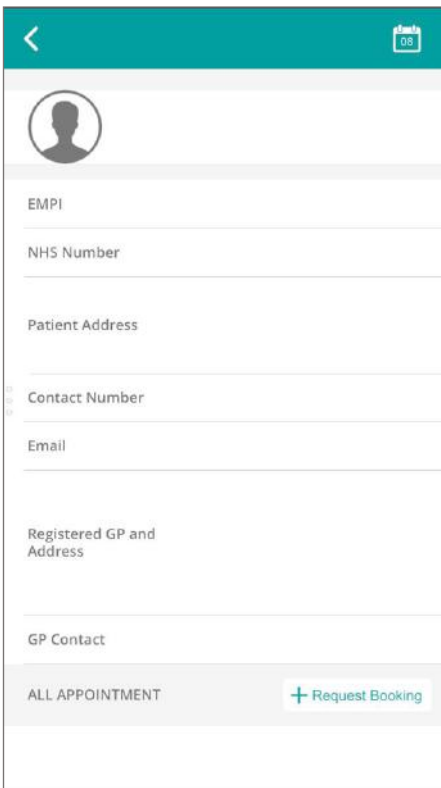
8. Pin code log in screen (on mobile)



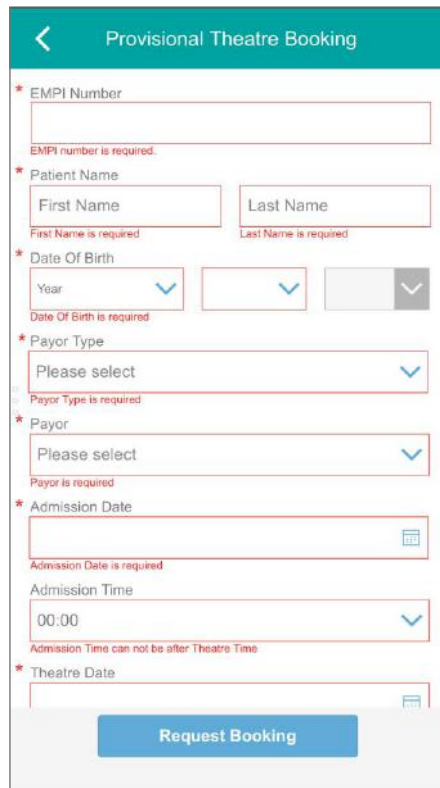
9. Calendar view (Mobile)



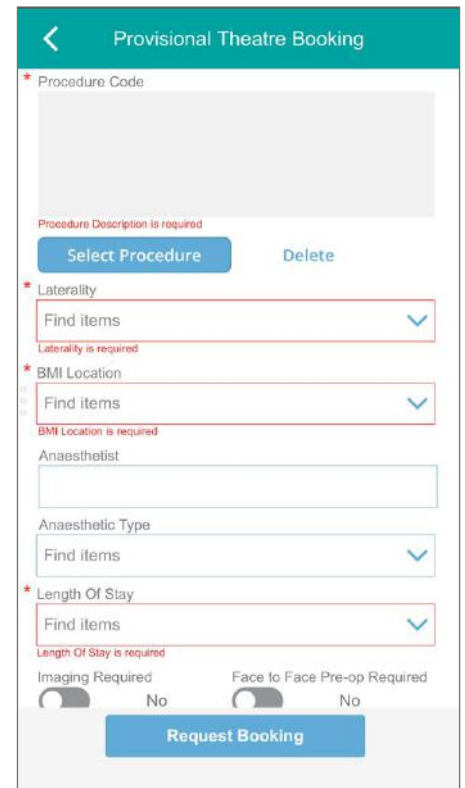
10. After clicking on Appointment and then Patient name



10. After clicking on Appointment and then Patient name (continued)



11. Clicking on 'Request booking'



11. Clicking on 'Request booking' (continued)