Accessing Systems at Mid Yorkshire Teaching NHS Trust

Once you have completed the eLearning and assessments, completed the evaluations and shown NHSP your certificate(s) of completion, you'll be ready to book shifts with us.

In order for you to be able to use the Mid Yorkshire Clinical Systems, you will need to a network profile creating for you. To do this, when you arrive at the ward you will be working on, you will need to request for the Ward Manager/Sister or Nurse in charge to complete a [Network Application form](#) and a [Systems Access Form](#). These will mean that the appropriate system access be added to your profile.

If this first shift is going to be out of hours, you will need to contact the Night Matron or Patient Flow Manager on 01924 542586, internal ext. 52586 or the staff in the Operations centre on 01924 543990 ext. 53990 or 01924 543991 ext. 53991. Or alternatively, you can contact the team in the admissions office who will be able to apply the access for you, once you have a network profile. They can be found in Room 109, on Gate 47, Level E.

For a Network Application form to be completed, you will need to bring the following with you:

- Photo ID from NHSP or the agency you are working for

- Proof of date of birth

    o This can be a photo card driving licence or passport – these must be in date, or your birth certificate

- Proof of National Insurance number

    o This can be your NI card or payslip, P60 or tax return