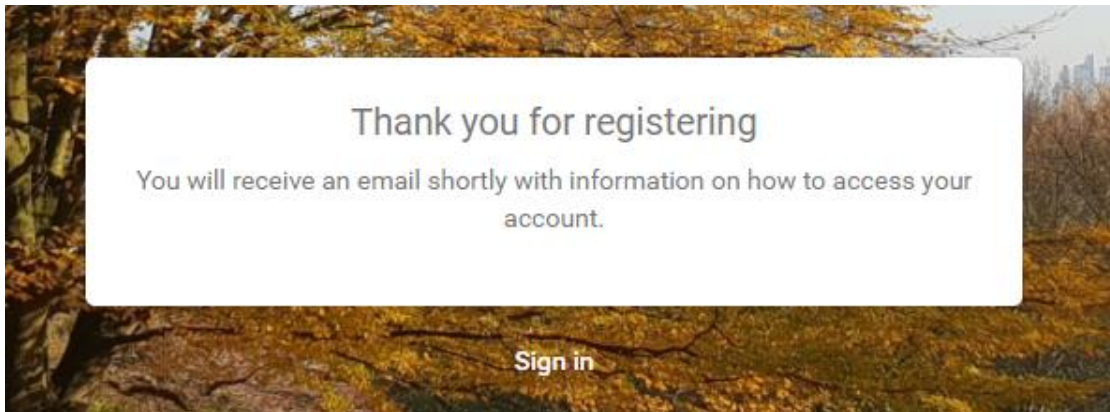


How to access the SaSH EPR Training for Clinical Staff

1. Create an account

- Click on this link: <https://sash.premierit.host/login>
- Click Register
- Complete all fields
NB: your email address will be your username
- Click Register


NB: you should receive the image below if registration successful. If it takes you back to the registration screen you have either missed a field or are inputting an email address already used.



- The system will send an email to you with your login details – **WARNING:** this might go into your Spam folder.

2. Complete the SaSH EPR e-learning

Computers are available on Trust premises in the Medical Library next to the Postgraduate Education Centre in East Surrey Hospital.

- Log in at: <https://sash.premierit.host/login>
- Click on the menu 
- Click Library
- Select E-Learning
- Select the relevant E-Learning then click Enrol





EPR TRAINING TEAM


Tel: 01737 768511 ext 2175

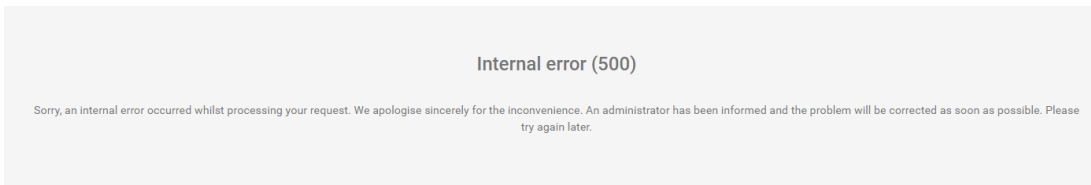
Email: sash.eprtrainingteam@nhs.net

Internal Web-site: Home > Workspaces > EPR > EPR Training


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- Click on a module. Click **Launch**.
- When you've completed a module click **X**
- Click **Return to LMS**
- Click the **Back button** 
- Every assessment needs a pass rate of 100%. If you don't pass the assessment, click **Launch** to retake the test
- Once all assessments have been completed, click  if offered

Troubleshooting – If you see the image below whilst launching the e-learning: select the back button in the tool bar  and select **Launch** again.



Troubleshooting – If you are told that **popups are being blocked**:

1. Click on the pop up blocker icon in your toolbar 
2. Select: *Always allow pop ups from....*
3. Click Done
4. Return to LMS
5. Launch the e-learning again

3. Smartcards Access and Activation to use SaSH EPR

- Cards are issued on your joining the Trust, or if you have an existing smartcard it is set up for use within Surrey & Sussex Healthcare NHS Trust, by Medical Resourcing team.
- Your access to SaSH EPR cannot be granted until you start with the Trust, and have completed all the relevant EPR e-learning. You will then need to contact the EPR team on **extension 4135** to ask for your smartcard to be activated. The EPR Team will verify your completion of the relevant e-learning and assessments.
- If required, a trainer can arrange to meet with you to go over any extra elements that you need and which are not included in the EPR e-learning (such as Digital Dictation for doctors working in clinic). Contact extension 2175 to speak directly to an EPR/IT Trainer. NB: If a trainer is not available, please visit the **EPR/IT Training Office** – AD22 Trust HQ.

Should it be more convenient for you, e-learning for Digital Dictation is available from within the Trust via: <http://intranet.sash.nhs.uk/department-directory/support-services/it-training/Digital-Dictation/>

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