**SystmOne Access Application Form**

I would like to register for the following servicesOnline (please tick all that apply)**:**

**Routine Appointments 🞎 Repeat Prescriptions 🞎 Access to Summary Care 🞎**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Surname |  | First Name(s) | |  | |
| Address |  | | | | |
| Date of Birth |  | | Telephone | |  |
| Mobile No |  | | Consent to be contacted by text message: **Yes / No** | | |
| Email |  | | | | |

I understand that I may be contacted by the practice to assess this service and I am happy to provide the above information to Barton Surgery and Practice Patient Group for the purpose of receiving information and newsletters.

**I hereby certify the information to be true (aged 14years or above)**

**Signed…………………………............................................................................Date…………………………………………………………………**

**(if under 14 years)**

**I am the patient’s parent/guardian**

**Name (Please Print) ………………………………………………………………..Relationship…………………………………………………………………….**

**Signed…………………………………………………………………………………………………………Date…………………………………………………………….**

Please submit this completed application form and bring it to the Surgery along with a form of identification (i.e. photo driving licence, passport or utility bill). Your login details will then be emailed to you. Please allow 5 working days to process your request. Please note identification is not required when registering a child up to 14 years of age.

***To be completed by Reception Staff***

Proof of identification taken: 🞎*Passport* 🞎*Photo Driving License* 🞎 *Utility Bill*

🞎*Other …………………………………………………………………………………………………….*

Vouched for: 🞎 *Details*  …………………………………………………………………………………………………..

Staff name & Signature:…………………………………………………………………………………………………Date……………………………………….

***Date Patient registered for services***

Staff name …………………………………………………………………………………………………Date……………………………………….

**Sign Up For Systmone Access**

1. Complete the Systmone Access Application Form for Online Appointments and Repeat Prescriptions
2. Bring the completed form with photo identification or utility bill to the reception.
3. Allow 5 working days to process your application, you will be sent/given a unique user Id and password to access the System, along with instructions on how to register.

**Online Services**

**SystmOnline Patient Information**

**Introduction**

SystmOnline is an online service linked to SystmOne that allows patients to:-

* Manage appointments
* View/request prescriptions
* Add/change contact details
* View their summary and/or detailed patient record online
* View details of pathology/radiology results
* Complete surveys/questionnaires and submit them
* Have one or more proxy users (a proxy user is a relative, friend or carer who can access online services on behalf of the patient)

Patients can access SystmOnline via the Internet or via the SystmOnline app.

**SysmOnline website**

The website address is <https://systmonline.tpp-uk.com>

The SystmOnline website is available 24 hours a day, 7 days a, 365 days a year. As with all websites, there may, however, be short periods of time when it is not available so that essential maintenance can be carried out.

**SystmOnline app**

The SystmOnline app can be used on:

* Apple devices running the iOS operating system (iPhones and iPads), and
* Mobile phones and tablets running an Android operating system

It is listed on Apple’s App Store and on the Google Play Store (search for “SystmOnline”) and is available to download free.

A patient can use the same username and password on the app as on the website.

Although the app provides similar services to patients as the website, patients cannot use it to do the following:

* Complete questionnaires
* Include a brief note to accompany an appointment or a repeat medication request