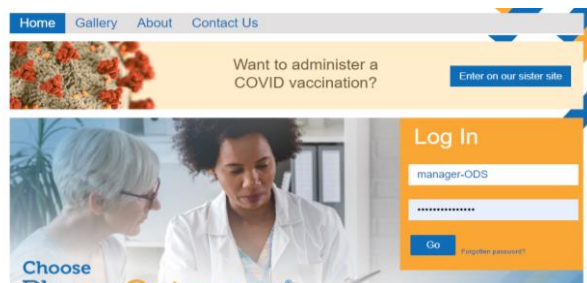


GP CPCS Enrolment Issues

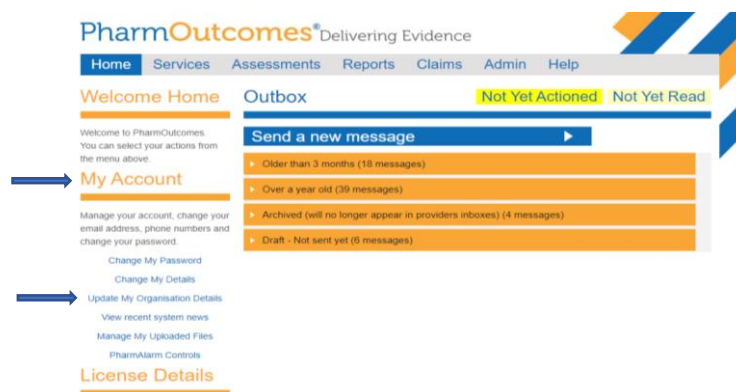
Having issues access Pharmoutcomes? Does a message appear saying you are outside your grace period?

If this happens, please follow these simple steps.

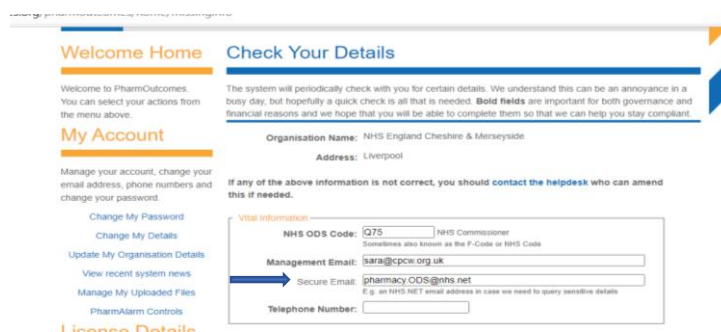
1. Log into Pharmoutcomes



2. On the home screen select **Update My Organisation Details** from the My Account section on the left-hand side of the screen



3. Review what email address appears in the **Secure Email box**- this should be your NHS shared email address



THIS MUST BE IN THE NEW NHS FORMAT WHICH IS PHARMACY. FOLLOWED BY THE PHARMACY ODS CODE @NHS.NET FOR EXAMPLE pharmacy.ODS@NHS.NET if this in old format of nhspharmacy.....@nhs.net remove this add the new format and **save details.**

Once this has been updated you will once again be able to enrol to provide the service.

Go the services page and select the referral you wish to process this will then take you to the enrolment page.

Type your name and click the enrol me button at the end of the search bar. This will bring up your enrolment details and submit.

This should resolve the issue. If you have any issues, please contact me sara@cpcw.org.uk 07544 873687