GP Connect in TPP SystmOne

HTML Local Configuration

1. Users need to go to **Setup** on the top menu bar > **Users & Policy** > **Organisation Preferences**.

2. Then in the Organisation Preferences dialog that opens, navigate to **Interoperability** > **Third Party Patient Record Settings** in the tree on the left-hand side.

3. You will see a checkbox labelled "**Enable Access Record: HTML**". Users should tick this to switch on viewing HTML (Providing and Consuming) for GP Connect.

4. Click **OK**

   NB: This will only work provided that the necessary SDS configuration and sharing agreements are all set up.

HTML Viewing

1. Once the check box is ticked, users who want to view HTML will need to add the "**Third Party Patient Record**" node to their Clinical Tree. You can do this by retrieving a patient, then right-clicking on the clinical tree at the left-hand side.

2. Then click "**Customise Tree**".

3. In the "**Amend Tree Configuration**" dialog that pops up, the "**Third Party Patient Record Node**" is under "**Record Management**". To add it, you should double click on it and then click **OK**.

   NB: This way of adding nodes to the tree should be familiar to most SystmOne users.

Appointments Configuration

Create a Slot

1. Create a new slot type – **Setup > Appointments >Slot Type >New Slot Type**

2. In the **Name** box type in *NHS 111 Practice Name and Postcode* e.g. NHS 111 Somewhere Surgery LS11 6AE (this will then show in the text message the patient receives).

3. Select **Bookable** and **Bookable through Remote Booking** alongside **Type**

4   Click **OK**

5   Go to Setup on the top menu bar > Users & Policy > Organisation Preferences.

6   Select **Appointments > GP Connect > Provider**

7   Enable **GP Connect Appointments Provider**

Select **Specify bookable slot types** and search (🔍) for the slot you have created

NOTE: If Allow booking in to all slot types is selected, then 111 will be able to book into any slot available, unless you add specific rules stopping them from doing this

8   **Select New (+)** under the **Rota Booking Rules**

9   Select every **Rota Type** where NHS 111 Appointments are to be made available

<u>NOTE: Please ensure that the Rota Type selected for a 111 appointment in the appointment ledger is entered in the Rota Type below</u>

10   **Select New (+)** under the **Organisation and Organisation type specific rules**

11   Ensure the correct **Rota Type** has been selected

12   **Select New (+)** under the Organisations and search for Yorkshire Ambulance Service NHS 111 and select

13   Click **OK**

NOTE: IF YOUR NHS 111 provider is not Yorkshire Ambulance Service search for NHS 111 provider in your area.

14 For each staff member who can have 111 appointments booked select them from the list under **GP Connect Staff** and click the [pencil icon] button, then on the **Local Settings** tab select an appropriate role from the **GP Connect role** dropdown list and click **OK**

15 Enter a **Registered** and **Usual GP**

16 Select **OK**

NOTE: It is recommended that appointment slots for 111 are entered near the end of a session. This allows you to reclaim the slot 90 minutes before, if it has not been used.