

Welcome to your new services.

There are three services, which have been commissioned by Central Health:

- 1. Sore Throat PGD.**
- 2. Online doctor solution.**
- 3. Oral PGDs:**
 1. Erectile Dysfunction (sildenafil, tadalafil, vardenafil)
 2. Antimalarials (Malarone + Paediatric, Lariam, doxycycline)
 3. Emergency hormonal contraception (Levonelle, ellaOne)
 4. Salbutamol (branded and generic)
 5. Hair loss (Propecia)
 6. Weight loss (Xenical, orlistat)
 7. Quit smoking (Champix)
 8. Oral contraceptives
 9. Allergic Rhinitis (Fexofenadine 120mg)
 10. Period delay (Norethisterone 5mg)

The above list is set hierarchically based on ease and profitability.

We recommend the minimum service provision you should aim to establish is; *Sore Throat, *Online Doctor, *Erectile Dysfunction and *Antimalarials.

Getting your HubNet.io account - Online doctor / oral PGDs.

Navigate to www.hubnet.io/pc, this link gives you access to **Central Health services.**

If you already have an account or are having difficulties registering please do not hesitate to call our technical line on 020 7971 7777 and press option 3, the “*Technical Line*”.

Register > Confirm Email > Team Build Locations > Access Training > Take Exam > Start

You can use the following screenshots as a guide to get you started or to cascade training. It covers 3 areas;

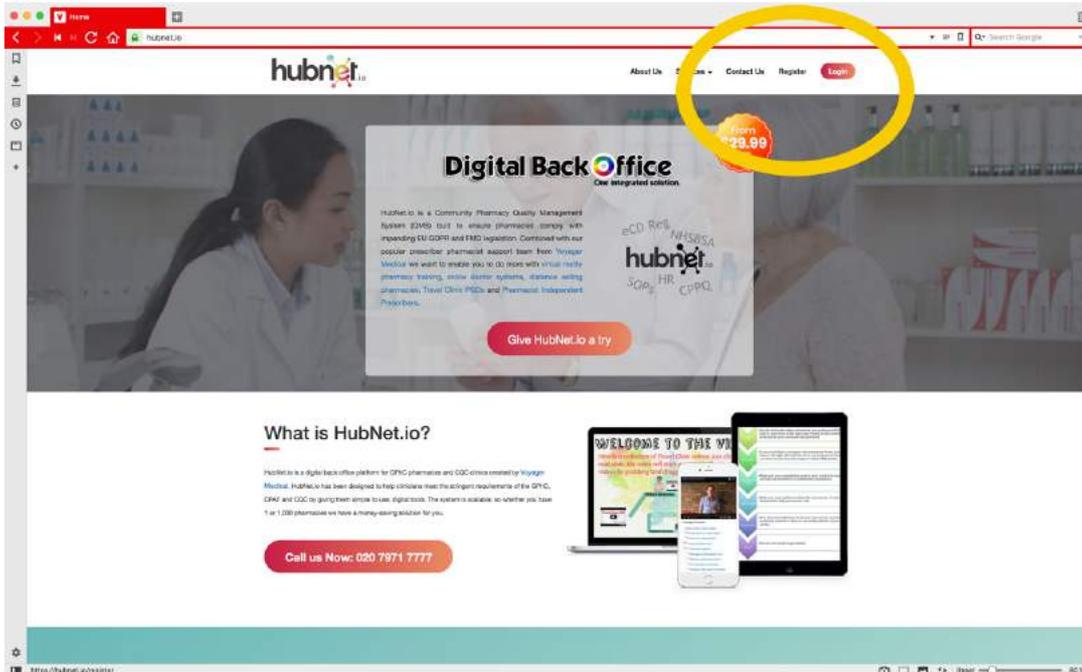
PART 1 - Getting started. Pages 2 - 6.

PART 2 - Doing the competence exam. Pages 7 - 9.

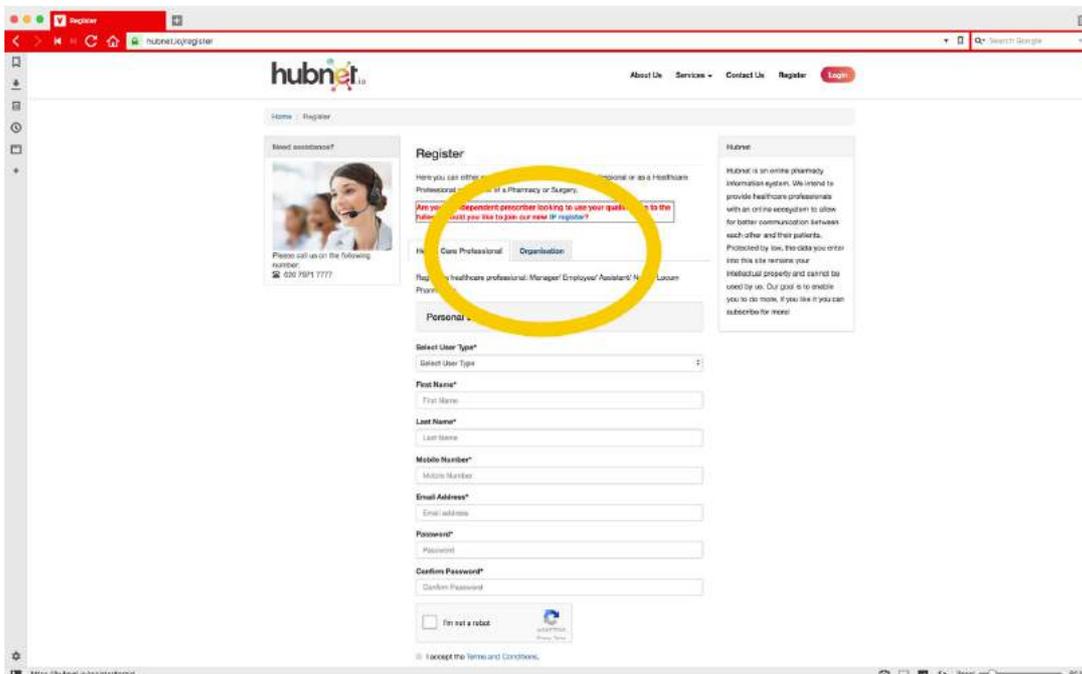
PART 3 - Online doctor service. Pages 10 - 13.

Part 1 - Getting started

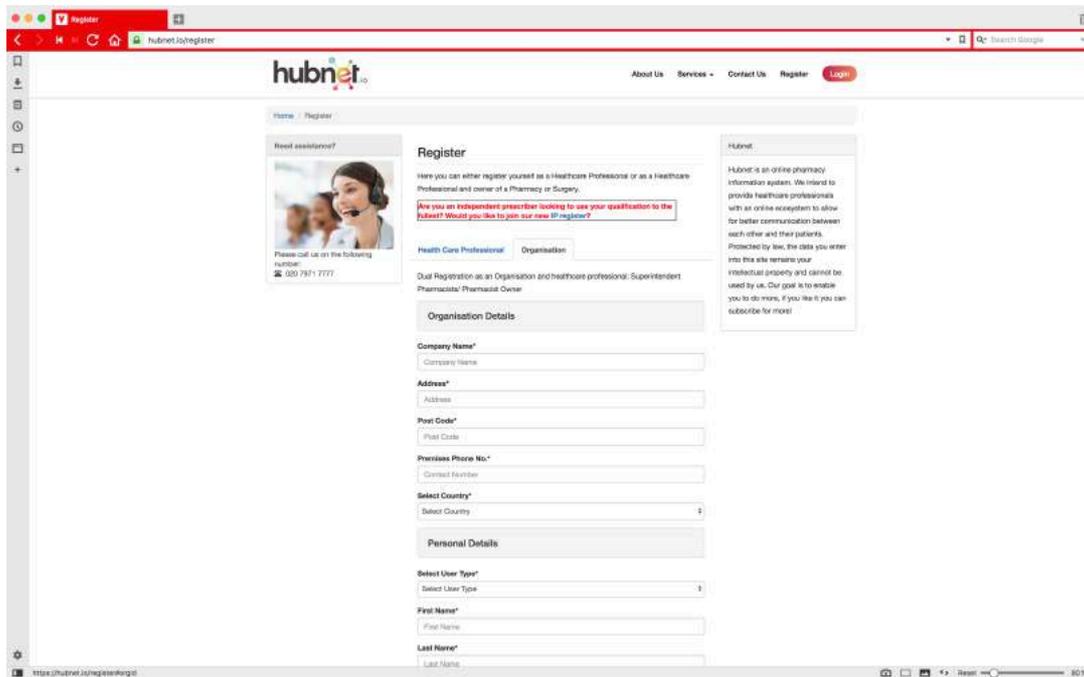
1. Click the Blue button indicating you are a healthcare professional.



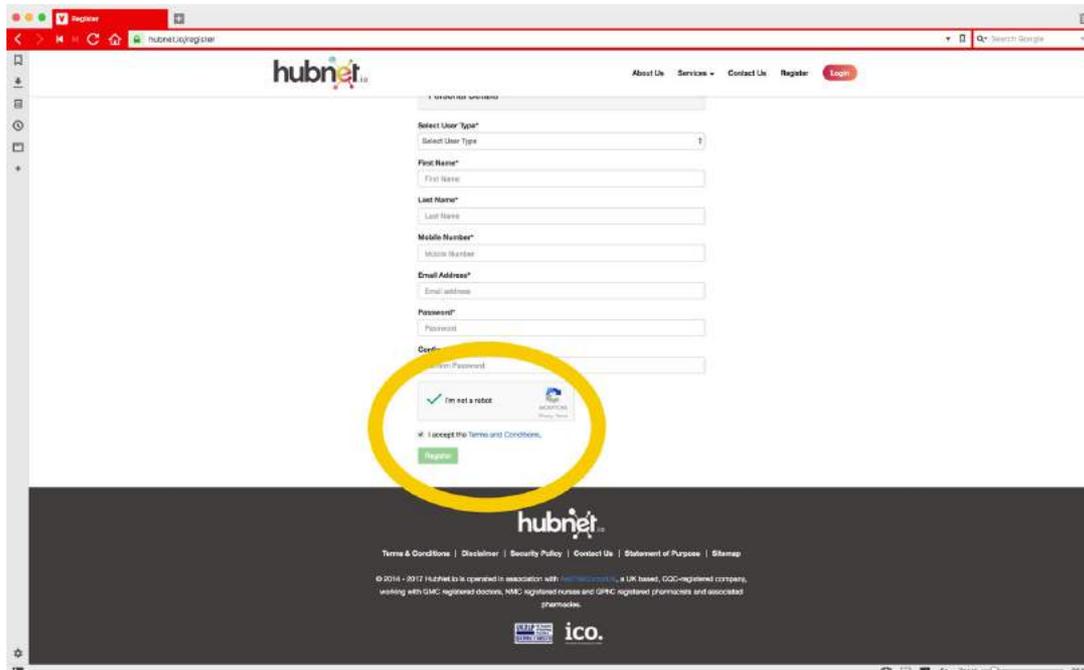
2. Click on “*Organisation*” if you are the Owner or Superintendent, or click on Healthcare professional if you are neither i.e. full time pharmacist but not owner or Superintendent.



3. Fill in your details. Remember to fill in your details as accurately as you can, we often email you or call you for important clinical updates.

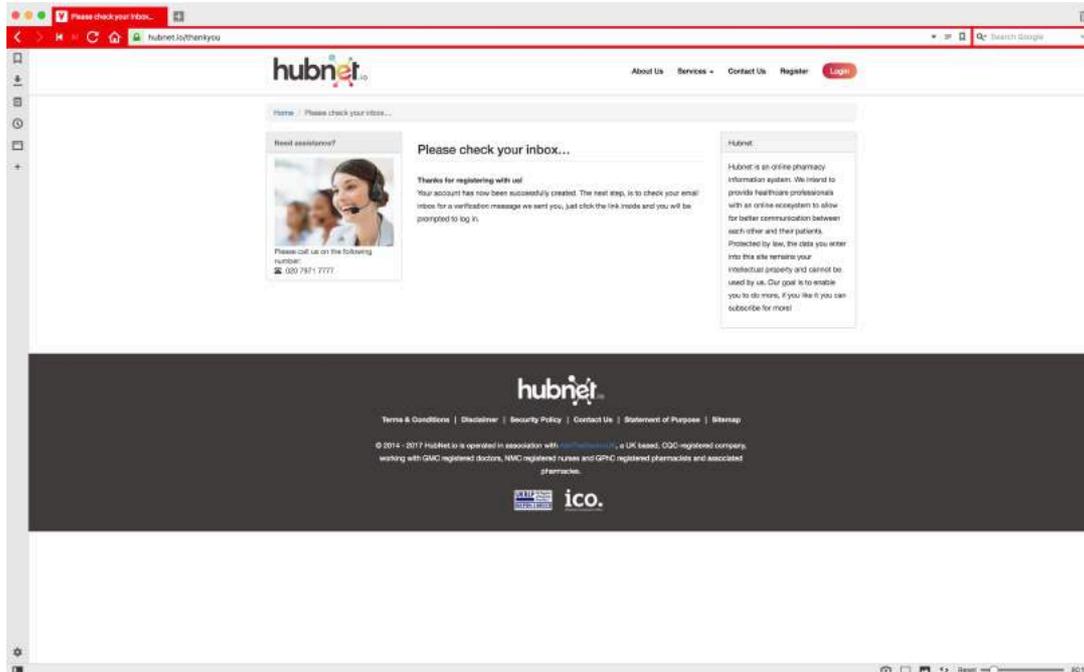


4. Click I am not a robot and then the green “Register” button.

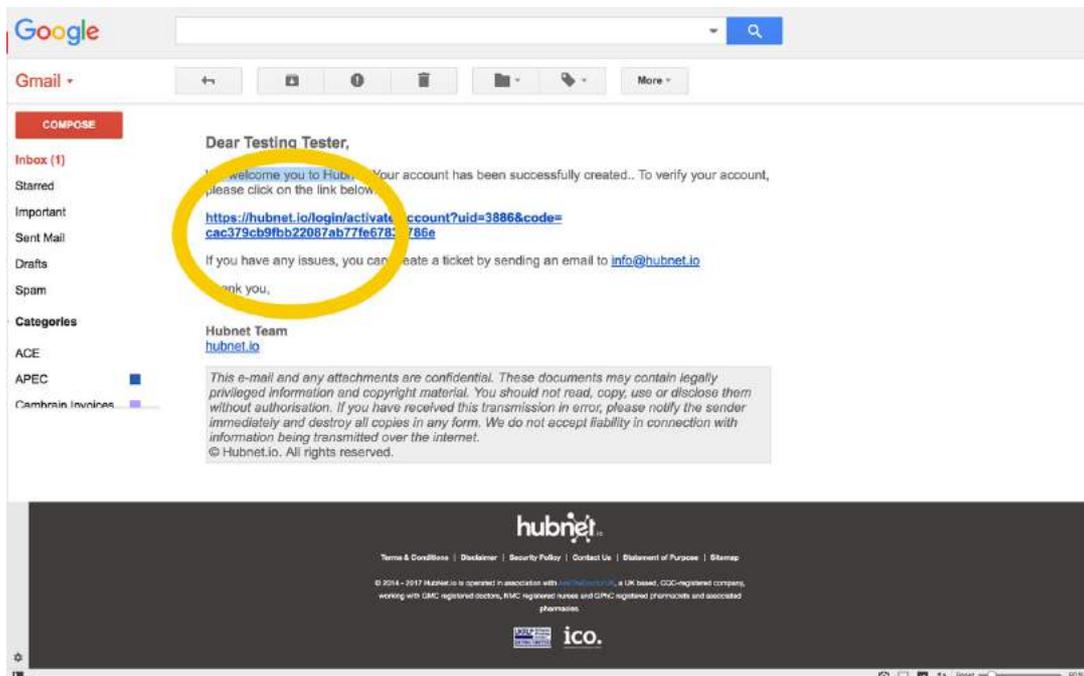


The “I am not a Robot” button presents you with different pictures, which you have to match, this ensure that you are not a robot and gives your account added security.

5. You will be sent an email to your inbox to confirm your email address.

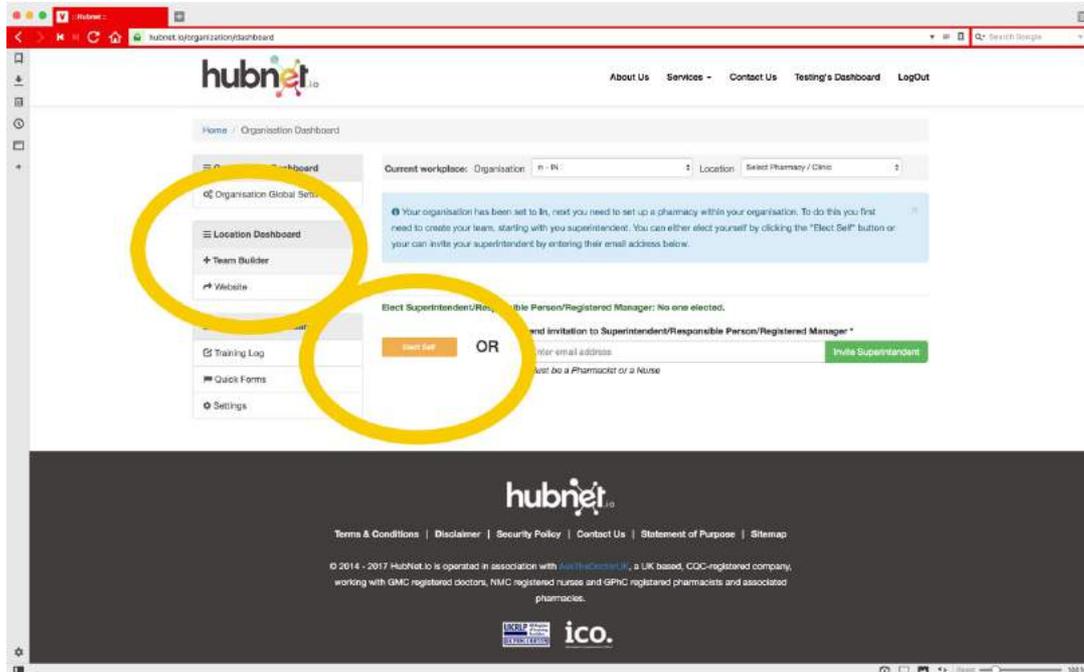


6. Click on the link contained in the email.

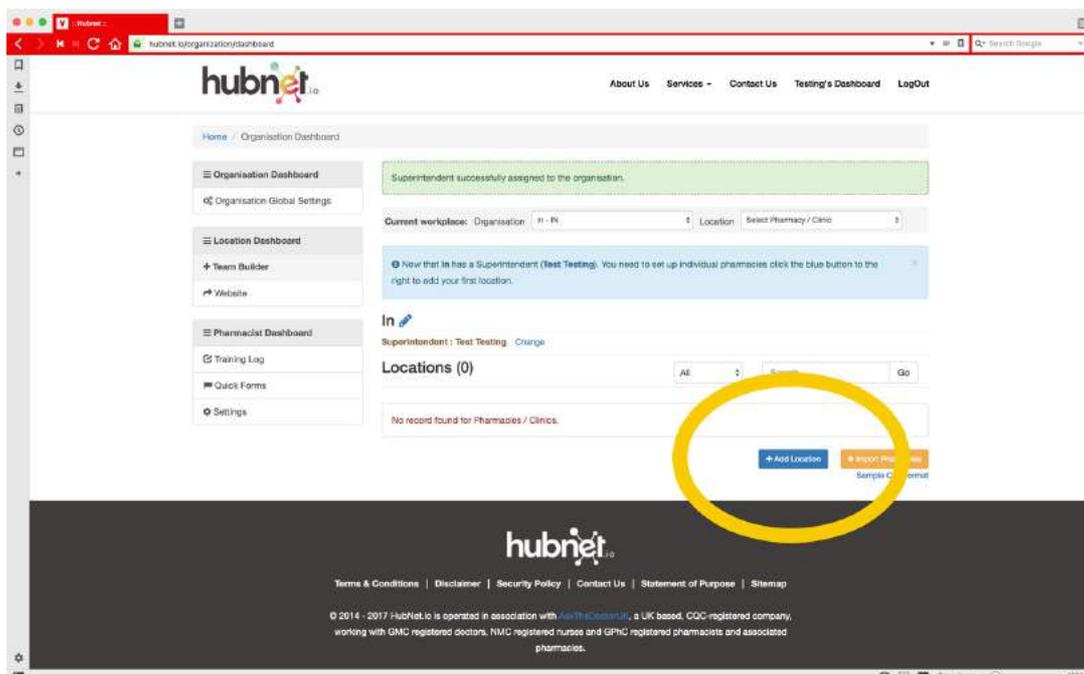


The registration system is purely automatic, therefore if you have not received an email it is likely it is in your junk box or you have submitted to us the wrong email address.

7. Once inside, you need to add your clinical governance lead, the Superintendent. Click **“Team Builder”** on the left hand menu, then click on **“Elect self”** if you are the Superintendent, if you are not type the email address of the Superintendent in the box then click the green button **“Invite Superintendent”**.

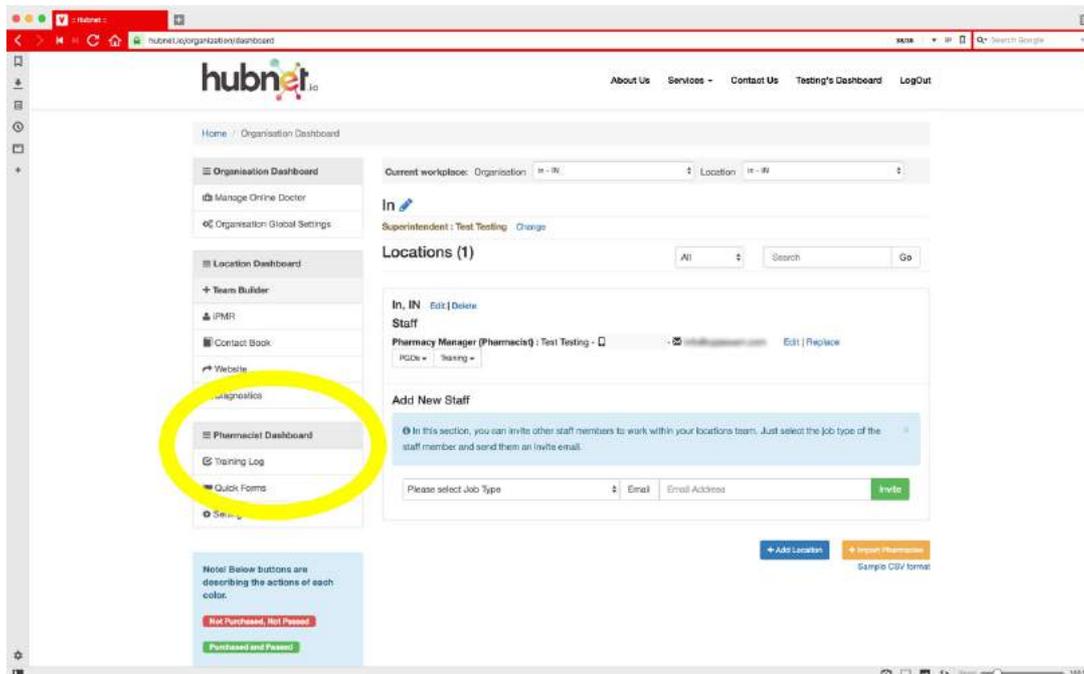


8. Once the Superintendent has been Elected or Invited in click the Blue Button **“Add Location”**.

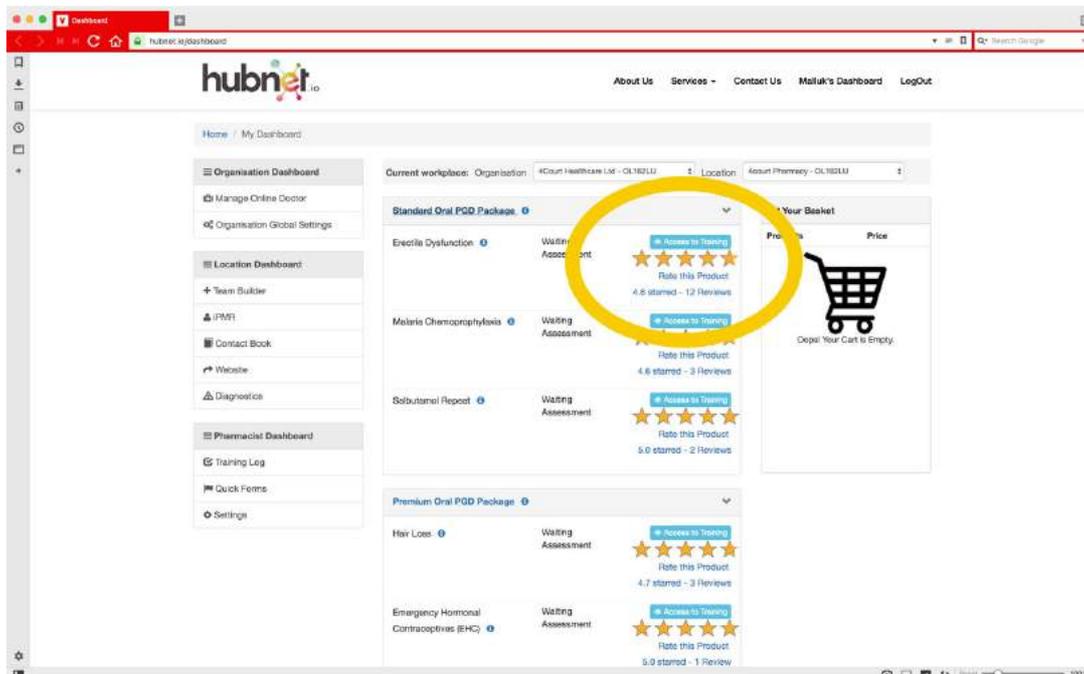


You can add one location, or multiple locations all under the one organisation.

9. Once a Location has been created, elect yourself to work there and you will end up with a fully completed Team Builder, you can now access the various training packages.

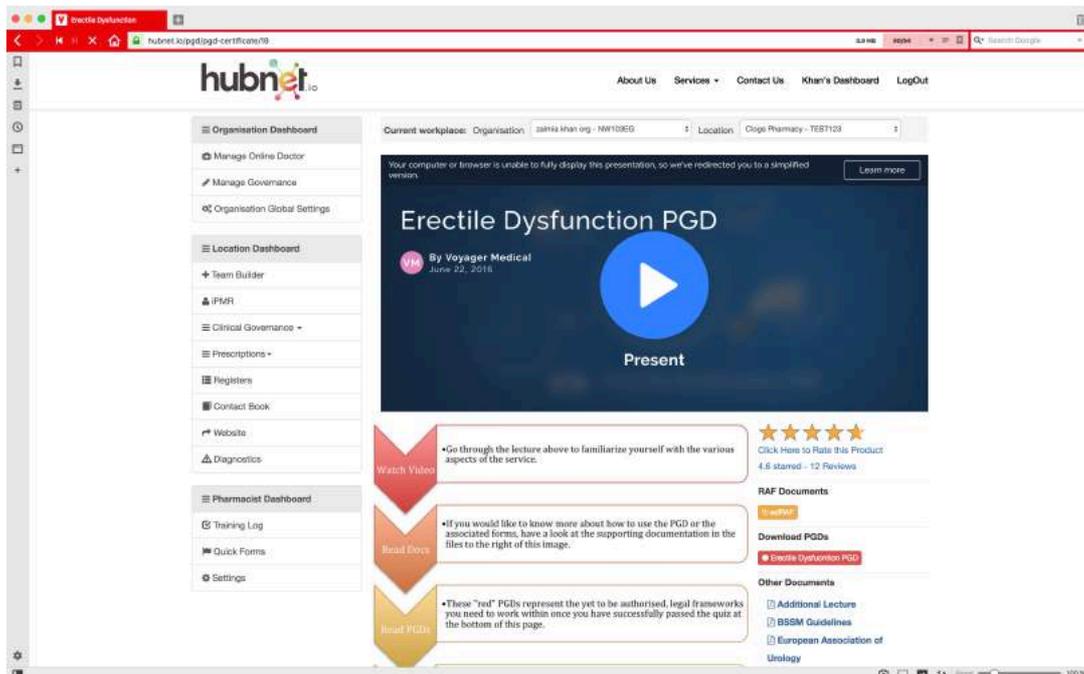


10. Once on the “*Pharmacist Dashboard*”, you will see the various packages available to you, just click the blue button “*Access to Training*” next to the package you want to access.

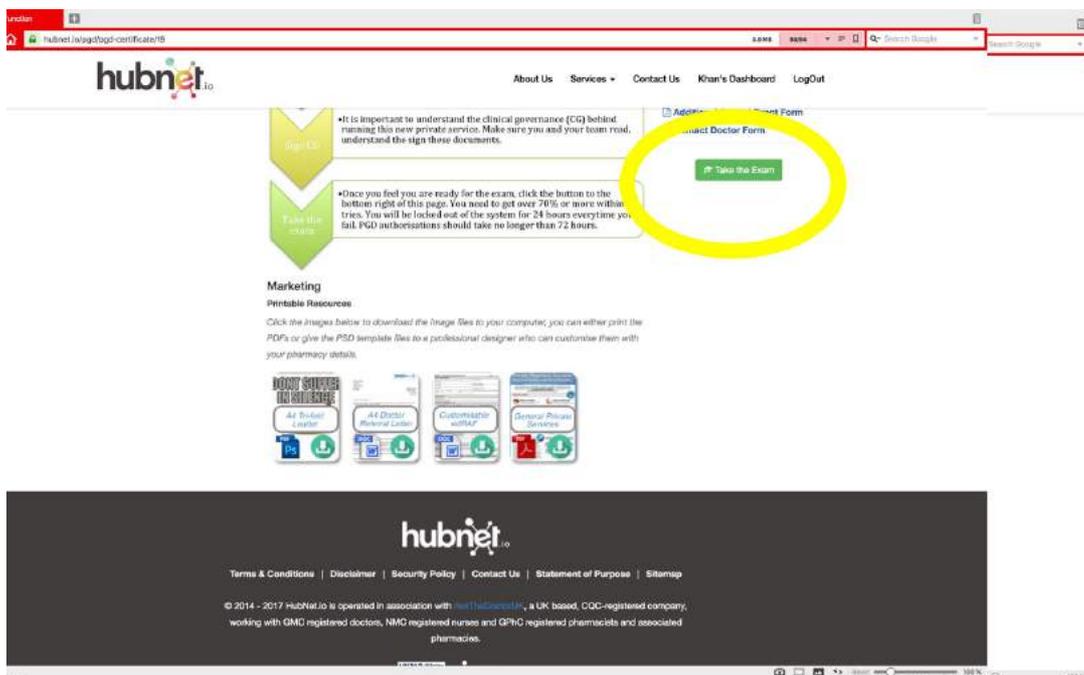


Part 2 - Doing the competence exam.

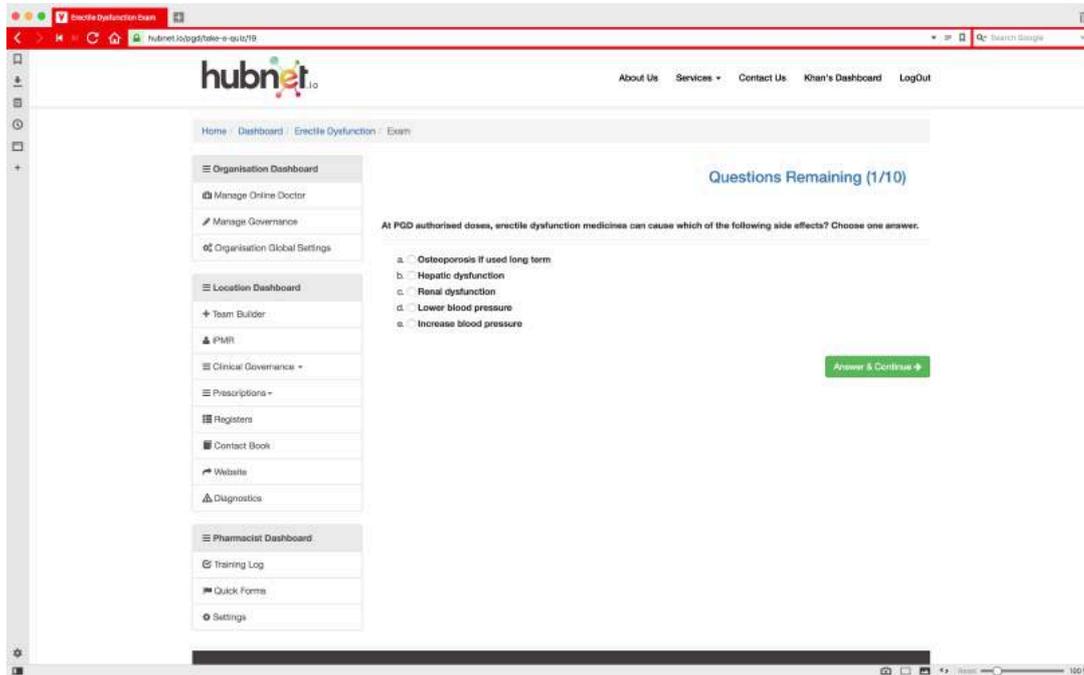
1. Once inside the course, you will see, the main animated lecture for you to learn from. Below the lecture is a simple arrow diagram showing you the steps you need to take before pressing the green “*Take exam*” button located at the bottom right of the page.



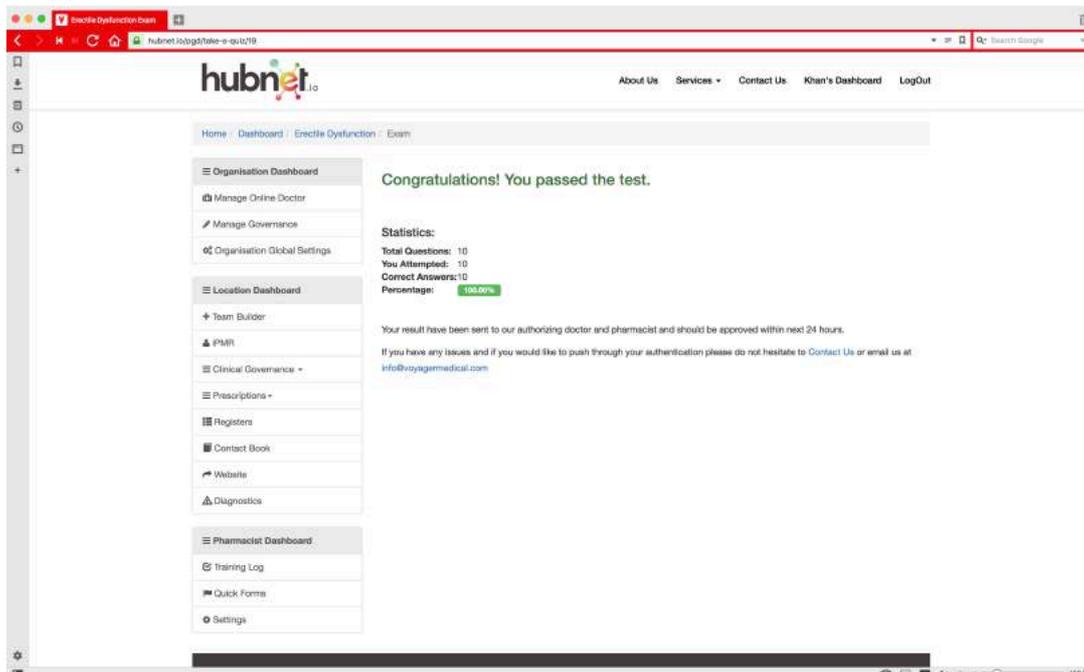
2. Once you have gone through the lecture and the associated learning materials presented in the “*Other documents*” section and read through the PGD, scroll to the bottom. Here you can access printable marketing resources and “*Take the Exam*”.



3. Clicking the “Take the exam” button takes you to the 10 question, MCQ exam. You get three tries and need to pass with a minimum of 70%.

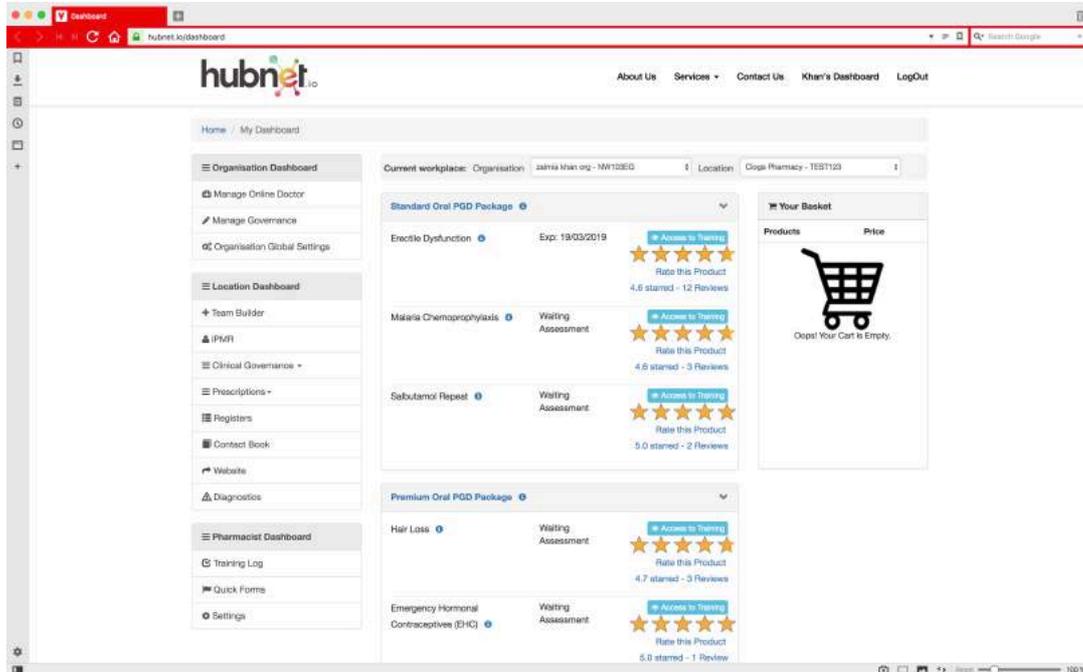


4. Once passed you will see this screen informing you the PGD has gone to the Voyager Medical Doctor to authorise you for the service. This can take up to 72 hours but usually takes less than 24 hours.

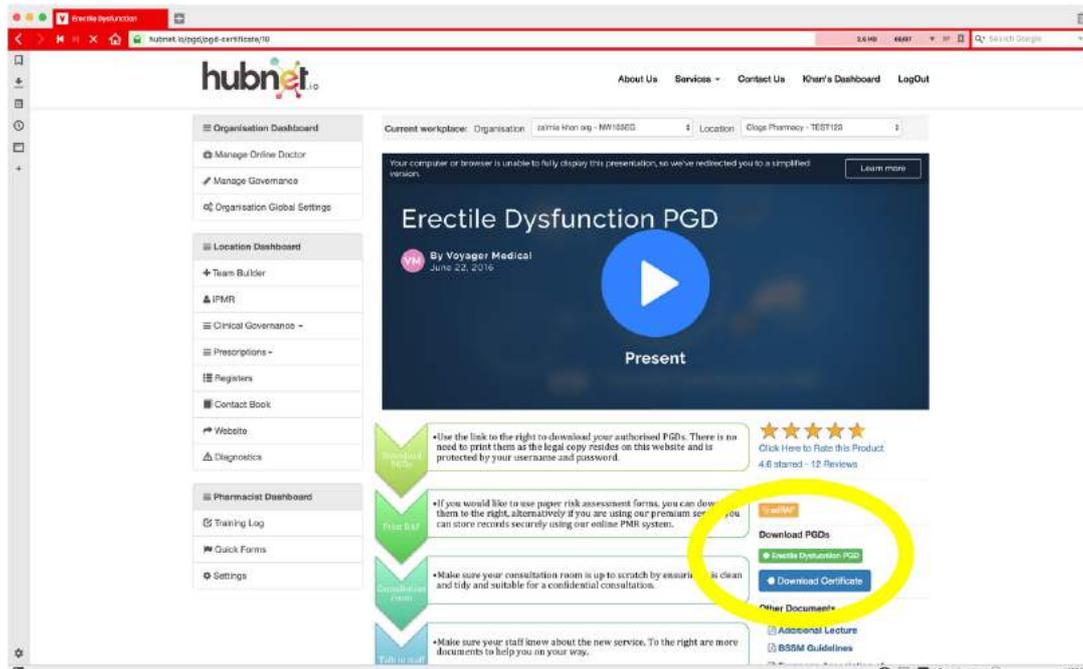


If you fail the exam on your third try, don't despair, one of our clinical team will automatically give you a call and work with you to see where you have gone wrong.

5. Navigating back to the “*Pharmacist Dashboard*” you will see that the PGD status has changed from “*Waiting Assessment*” to “*Waiting Authorisation*”. You will receive an email once the PGD is authorised and again the PGD status will change to show your expiry dates.

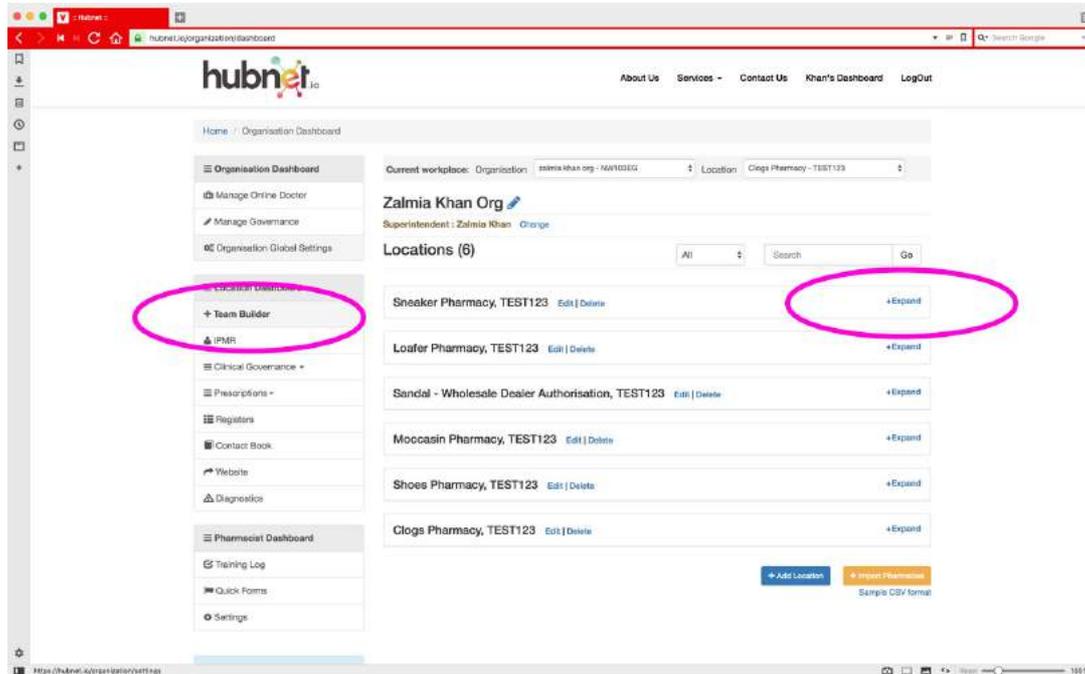


6. If you click, “*Access to Training*” again on the PGD that you have passed you will see, the PGD has been authorised (the red PGD turns green), your certificate is downloadable (if needed) and you can print off the edRAF. The edRAF is the document you use to assess whether the patient is eligible for the service, so it is advised that you print off 20+ copies and keep it on your counter.

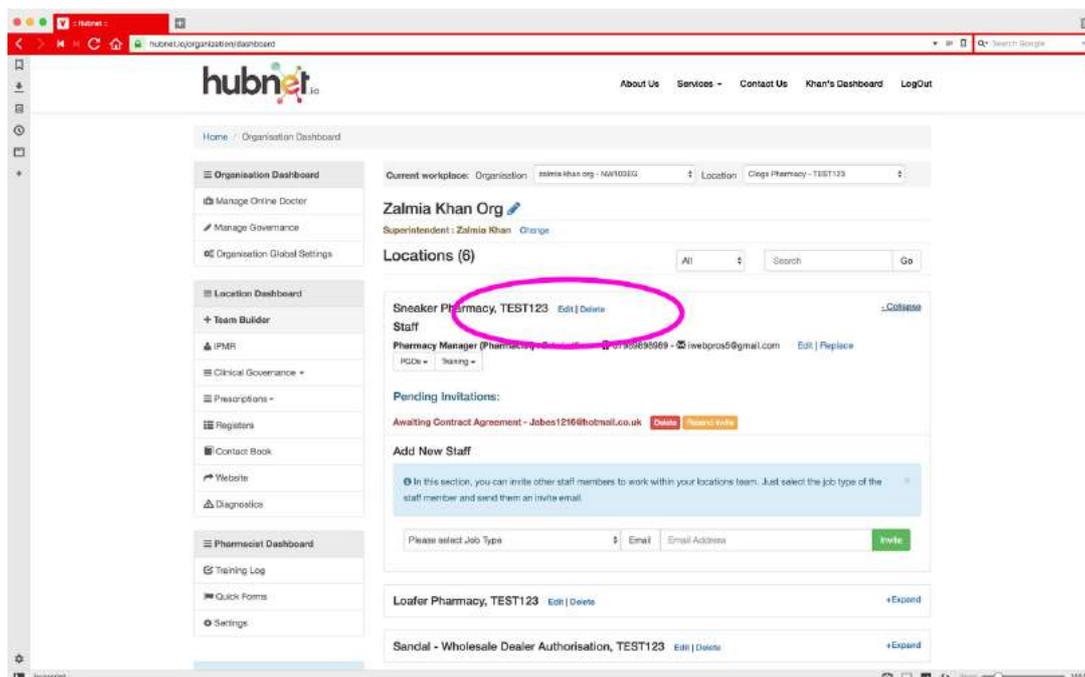


Part 3 - Starting Your Online Doctor service.

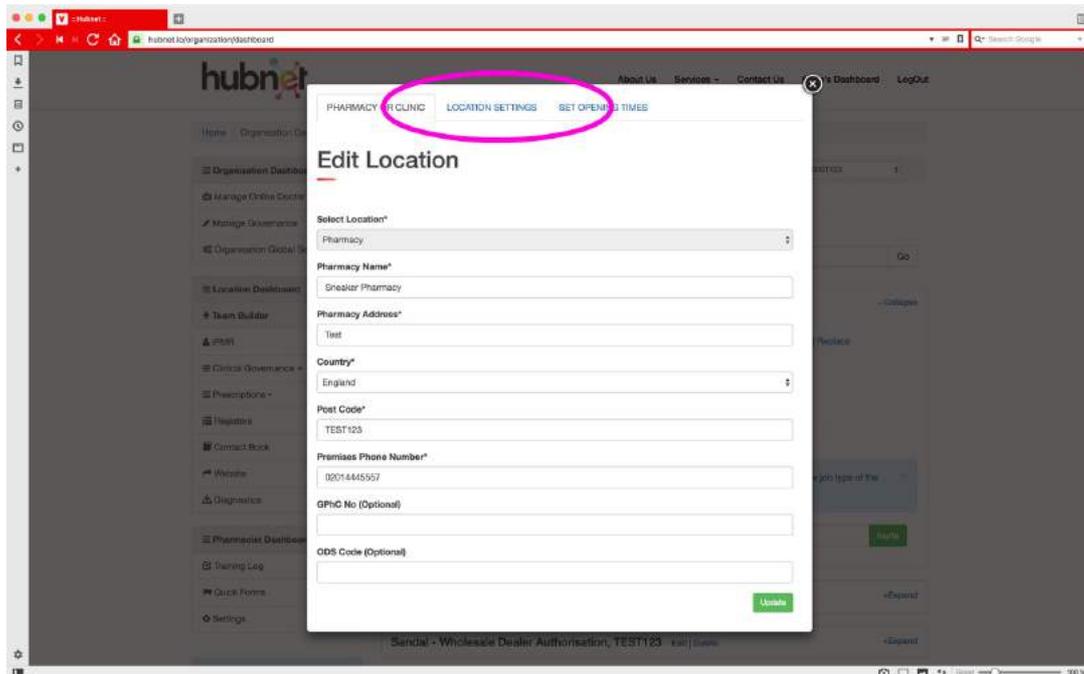
1. To get started with your online doctor, login and click on “Team Builder”, then click “Expand” next to the pharmacy name (if you have more than one location).



2. Once expanded, click on “Edit” next to the name and postcode of the pharmacy.



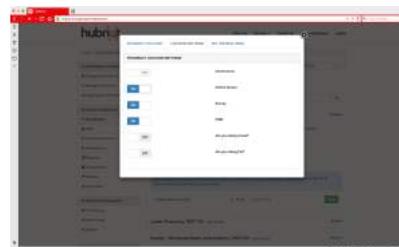
3. You will then see the following pop up, here you can edit the locations details. Click on **“Location Settings”**.



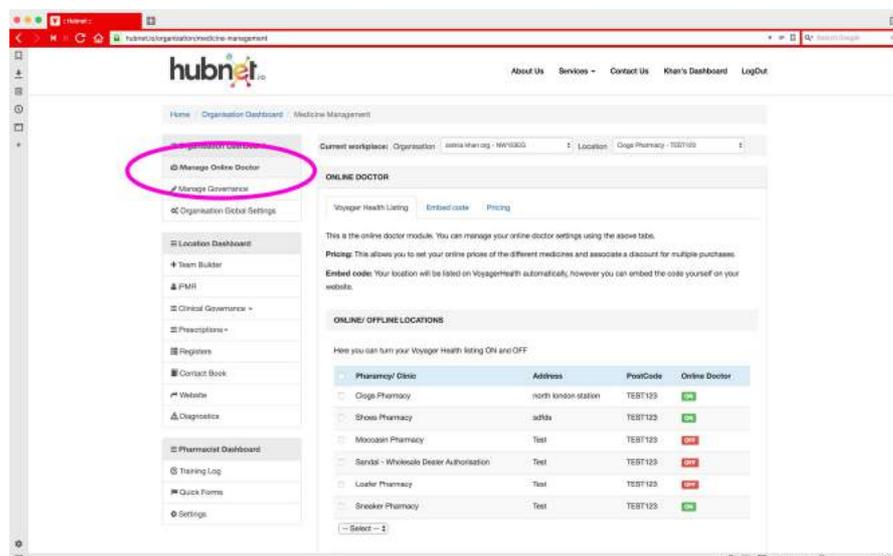
4. You will then see the following;



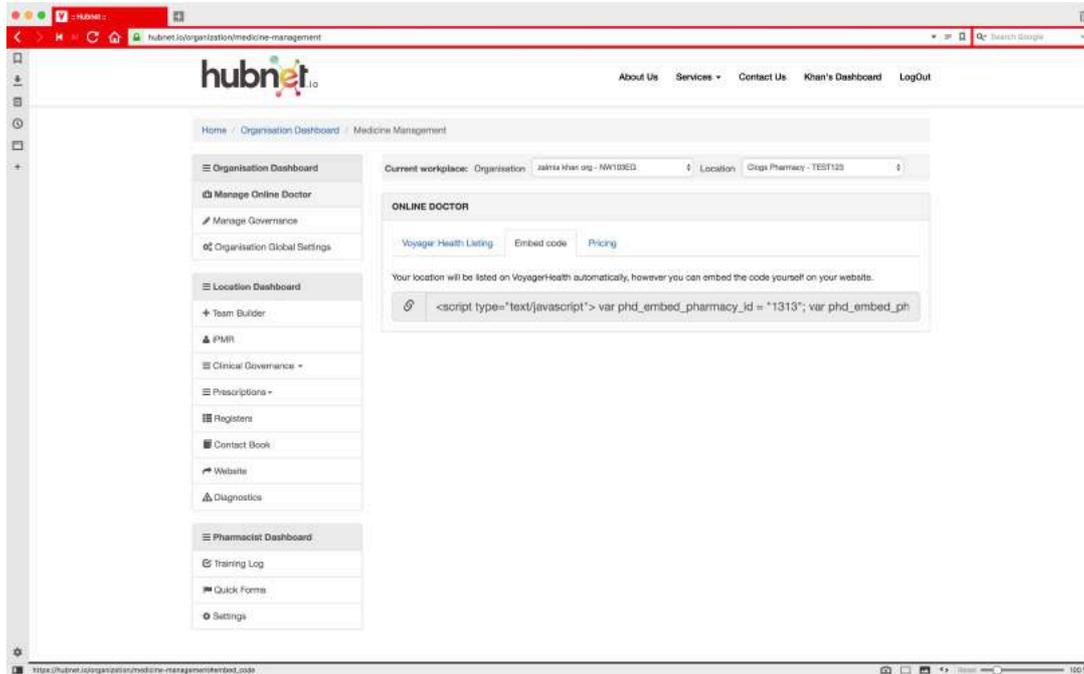
Click the toggle which by default is set to off. Switching this on will enable to online doctor for that premises.



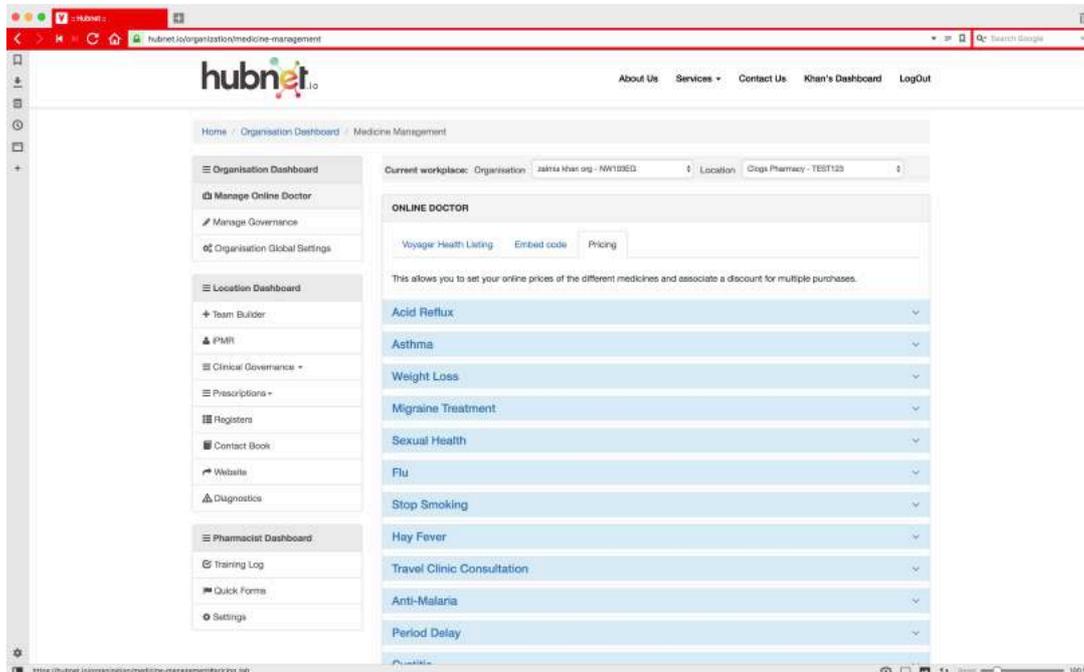
5. On the left hand side click **“Manage online doctor”**, you will see your various locations which have the Online Doctor Enabled.



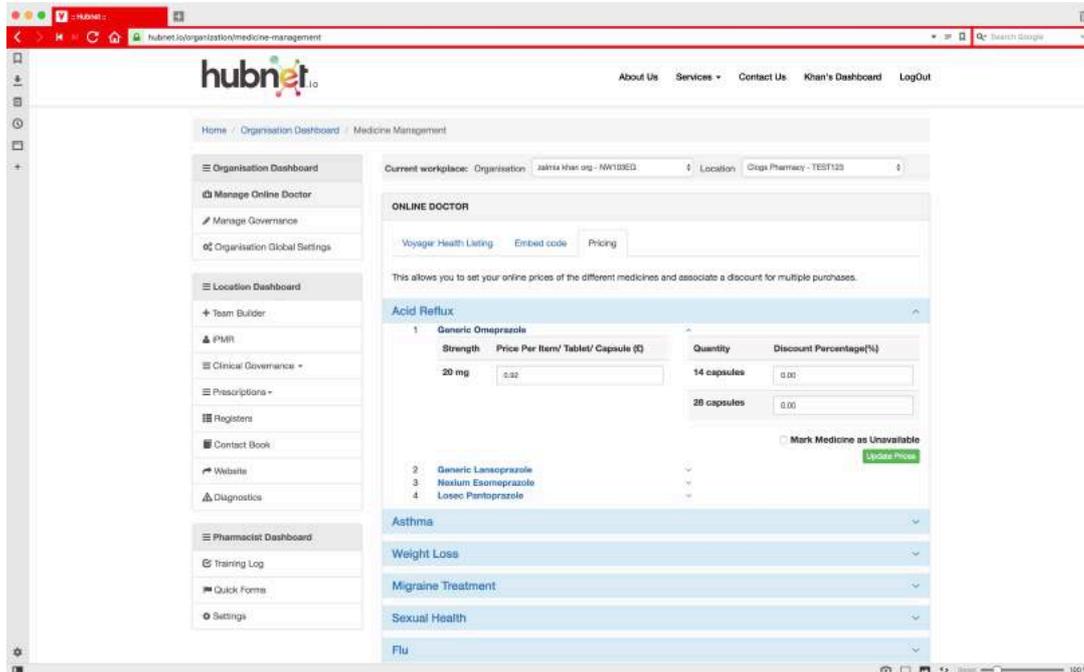
6. Click “*Embed code*” to see the code which you can implement in your website.



7. The last option on this page is “*Pricing*” you can click on this tab to enable you to change the pricing of your products listed on the online doctor.



8. For instance, a fully expanded, Acid Reflux section looks like this...



9. Your pricing will be listed on Voyagerhealth.co.uk under our postcode search or if you have a website you can embed the code much like douglaspharmacy.com, seen below.

