

# **SHEFFIELD LOCAL MEDICAL COMMITTEE**

# **NEWSFLASH**

## **PRACTICE GENERIC NHSMAIL EMAIL ACCOUNTS**

Due to the NHS organisation changes occurring as a result of the Health and Social Care Act, any NHSmail email account hosted by Sheffield PCT, which may start 'shef-pct.', will be deleted after 31 March 2013.

It is crucial that every practice has a generic email account as this will be used to receive confidential communications from other providers, such as e-discharge communications from Sheffield Teaching Hospitals NHS Foundation Trust (STHFT), route of disposition information from NHS 111, as well as any other patient level information that a practice may need.

In order for you to retain a generic email account, your generic account will need to be recreated under the new organisation of NHS Sheffield Clinical Commissioning Group (CCG).

Jan Gilhooley, Infrastructure Specialist at NHS Sheffield (NHSS) has sent a communication to all old generic accounts requesting confirmation that the account will still be required, along with transfer details. **If you have not replied to this email it is important that you do so as a matter of urgency.**

Once a new account has been set up, confirmation and log in details are sent to the nominated owner, usually the Practice Manager. You must ensure you can log into the practice's new generic email account. Any difficulties with this should be brought to the attention of the IT Service Desk.

If you are in any doubt as to whether or not you have completed all the necessary actions for establishing a new practice generic email account, please contact the IT Service Desk.

The IT Service Desk can be contacted via [sheffield.itservicedesk@nhs.net](mailto:sheffield.itservicedesk@nhs.net) or (0114) 3051030.