NHSGGC Student IT Access

You will now need an active NHSGGC log in to access the eHealth systems needed to complete your practice Learning Experiences.

It is your **responsibility** to remember these details and ensure your account remains active throughout your university programme.

What you need to do first

1. NHSGGC will provide you with a username and temporary password via your university.
2. Login to a NHSGGC computer as soon as possible.
3. Change your password (You must ensure you remember this password)
   - Passwords are case sensitive
   - It must be a minimum of 12 characters, with a combination of uppercase letters, lowercase letters, numbers and/or special characters
   - Further guidance can be found on the student ehealth portal.
4. Accept NHSGGC Terms and Conditions – Select Microsoft Edge browser (Disregard any error message when launching Edge) – Select Favourites

   - From drop down select T&C acceptance - Read the Terms & Conditions and accept

If you do not accept T&Cs within 28 days of your first log in your account will be deactivated

Important things to remember

Keep your account active by logging in via an NHSGGC computer a minimum of once every 60 days (this includes NHSGGC library computers)

Failure to maintain an active account will result in it being deleted and the IT department may not be able to issue you with another.

If you have any IT issues you need to log a ticket on the NHS West of Scotland eHealth Portal
https://nhsscotland.service-now.com/ehealth

Please Note that students MUST NOT call IT on #650 as they are not able to provide help or support to students.

You MUST ensure you have read the following

- Data Protection Act 2018 (legislation.gov.uk)
- Computer Misuse Act 1990 (legislation.gov.uk)
- FairWarning (accessed via student ehealth portal)

AND FINALLY...
- Don't allow anyone to use your NHSGGC login details for any account
- Don't look at any patient clinical information unless the patient is in your care
- Don't look up your clinical information, anywhere, at any time
- Don't send sensitive information by unsecure email

Always LOCK and WALK when leaving an unattended PC/laptop