

- 1 Insert smartcard and select correct role for the site.
- 2 Copy <https://portal.national.ncrs.nhs.uk/portal/dt> and paste into internet explorer. (If using Chrome see additional instructions below and complete those before completing step 2)
- 3 Once the portal page appears click on the second link down Launch Summary Care Record Application
- 4 Patient Search screen will appear. In the NHS number field type in 999 024 3271 and click find
- 5 Click the small blue button "view SCR"
- 6 Click on the blue text "Enter reason for access (optional)" and enter the reason of "TEST"– Note the completion of this field is not optional for community pharmacy, only a small entry needs to be made e.g. MUR, or Flu shot whatever is appropriate to the circumstance.
- 7 Click the Yes button
- 8 The SCR has now been viewed. Clicking "find a patient" will return to a balk search screen ready for a live patient or exit to close.

Auto search issues in IE

1. Open the desktop, and then tap or click the Internet Explorer icon on the taskbar.
2. Tap or click the Tools button, and the tap or click Internet options.
3. On the Advanced tab, under Browsing, select the Do not search from the Address bar check box.

Chrome instructions:

1. From <http://nww.hscic.gov.uk/dir/downloads/chrome-extension> download the Chrome Extension, the Native Bridge component and the Google Group policy templates
2. From the Nativebridge.zip file run NativeBridgeInstaller, this will create the C:\Program Files\HSCIC\NativeBridge directory
3. From the Google group policy templates zip file, chromegpo:
4. Drop the chrome.admx file into: %WINDIR%\PolicyDefinitions
5. Drop the chrome.adml file into the locale: %WINDIR%\PolicyDefinitions\en-US
6. Open Group policy (GPEdit.msc) and the following path:
 - ➔ User Configuration
 - ➔ Administrative Templates
 - ➔ Google
 - ➔ Google Chrome
 - ➔ Extensions
 - ➔ Configure extension installation whitelist.
7. Select Enabled if it isn't already and click the show button, Add the GUID (ncgfdaipegceflklfffaejlnjplhnbfn) to the whitelist and apply.
8. Open the Chrome Extensions page, chrome://extensions/ and drag nhs-sm-tools.crx onto the page and click enable.
9. Close Chrome, re-open and launch the portal.