

**Your unique identifier: xxxxxx**

Dear Colleague,

**Your new primary care support services online portal is coming soon.**

Primary Care Support England (PCSE) will shortly launch a new online portal. The portal will provide you with:

- A reliable way of tracking the movement of your patients' records, whether they are in storage or in movement across the country.
- A quick and easy way for ordering and tracking your supplies from PCSE including prescription pads and other NHS stationery, pre-printed forms, needles and syringes.

The portal will replace the current contacts and channels you use for ordering your supplies. Over time, it will also become your main route for accessing additional primary care support services, including payments, pensions, and performer list applications.

**We are planning for the portal to be available to practices in West Yorkshire from 8 March 2016 and then nationally to all other practices from 29 March 2016.** We will confirm these dates shortly.

**What does my practice need to do to access the portal?**

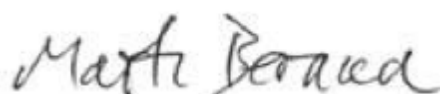
You will need to register your practice on the portal. Each practice should nominate a 'Main Contact' who will be able to set up, delete and assign portal access for any other users in your practice.

Please share the enclosed instructions with your nominated Main Contact to register your practice on the portal.

This new process applies to all practices in England.

If you have any queries around registering on the portal, or about the new process, please get in touch with us at [PCSE.enquiries@nhs.net](mailto:PCSE.enquiries@nhs.net)

Yours faithfully



Mark Berman

Managing Director  
Primary Care Support England