FEDERATED DATA PLATFORM (FDP) - LOG IN WITH AN NHS SMART CARD

To access the Federated Data Platform's (FDP) Live products, such as Inpatient and RTT, you will need to log in with an NHS Smart Card. Only Smart Cards starting, on the reverse, with 07 or higher will work with the FDP. This one below starts 08, so will work.

NHS Care Identity S	ervice	
	Steve Black	This card is the property of the NHS. If found, please post free to: PO Box 621, FREEPOST, Leeds, LS1 4WD.
		NHS Care Identity Service

If yours is 01, 02, 03, 04, 05 or 06 - See instructions at the end of this guide on how to request a new card.

ACCESS	
Open your Edge browser and	The FDP login page displays:
then type	C Login Palantir x + -
uhsussex.federateddataplat	🗈 https://uhsussex.federateddataplatform.nhs.uk/multipass/login/all 🗛 🏠 🤇 🎼
form.nhs.uk into the	
Enter, on the keyboard	NUG
	Federated Data
	Platform
	❶ lµser@domain.com
	Remember me
	Next
Type in your nhs.net email	A field appears under your email address.
address then click the Next	
buttom	O steve.blackwell@nhs.net
	NHSMail -
	NHSMail
	SMARTCARD CIS2
	Click into the field to display the Smartcard CIS2 option

Click on SMARTCARD CIS2	The CIS2 Authentication screen displays:
option then click the Next	
button	
	CISZ Authentication
	Select your login method
	Smartcard
	Windows Hello
	Socurity key
	Security Key
	iPad app
	Agree to our Terms of Use By continuing, you agree to our Terms and Conditions
	by continuing, you agree to our <u>remis and conditions</u>
	Continue
	Demember my relaction
	Remember my selection
	Do not check this box if you are on a shared computer.
With Smartcard already	
selected, click on the	CIS2 Authentication
Continue button	
	S Menthy Agent ×
	Authentica LOg In With Smartcard
	Follow the ins
	By entering your passcode you confirm your acceptance of the NHS Care Identity
	Service terms and conditions.
	Cancel
I ype in your Passcode then	The Login process proceeds
Click the UK button	(2) Identity Agent
	Log in with Smortcard
	Passcode check successful
	Cancel OK

If successful, the FDP Homepage displays:			
	THENT CCS IS IN THE TRAINING & ADOPTION PHASE - PLEASE FLAG ANY ISSUES TO A MEMBER OF THE FDP TEAM		
Federated Data Platform			
Collapse menu +	and news (1) 💮		
★ Favourite Products ★ Favourites	products you have chosen to appear in your Favourites from Data Products. This default view allows you to navigate quickly to your most important links.		
Products	Welcome to your		
Help Approvals	FDP Homepage		
Platform Notifications	io ao a Product to Favourite Products:		
Release Notes	Look at the menu and select Data Products. Click on the tile for the product		
	you want to add. This opens a window, click on the forwards rate to add the		
	data products.		
Go to Solution Exchange	You can remove an item from your Favourite Products by clicking on the star again.		
Learn about this homepage	adu tres de la glado de la UNEFORM PLOD PINLO SUSSICI NESTO DE LA GLADO DE LA		
If unsuccessful, follow the i	nstructions returned by either the SmartCard login window or FDP login		
window depending on whic	h process failed.		
Click on the Products tab, c the left. to access the FDP's	n Products display on the right:		
products for the first time	Products		
	A callection of all out a products A callection of all out a products present in PUP search for specine nems below, request access to any new products and and selected items to your nevoluties. Stance Products Stance Products Stance Products		
	О нер		
	Approvals		
	Release Notes		
	Inpatient CCS Support Centre		
	Co to Solution Exchange		
	Note: products you don't have access to will display the You Do Not Have		
	Access message. You should already have access to the Product you need		
	for your job role.		
To favourite the product vo	u The Product pop-up displays – hover over the Star to see this is how to		
will be using, click on the	mark a Favourite:		
required product first	Announcements and news (1)		
	Acol		
	Inpatient CCS 😭 < Add to Favourites X		
	This is the Inpatient Trust Care Coordination Solution Application.		
	Contains patient data.		

Click on the Star icon	This has nov	v added the product to your Favourite Products page:	
	CES EDP Homenage	INPATIENT CCS IS IN THE TEXANING & ROOTFOM PHASE - PLACE FLAG ANY ISSUES TO A MEMORY OF THE FOP TEAM	0 4 0
	Federated Data Platfor	m	
	Collapse menu 4	Announcements and news (1)	۲
	★ Favourite Products	Favourites Material A calification of products you have chosen to appear in your Favourites from Data Products. This default view allows you to navigate quickly to your most important links. Materials have Load	ng Page 💩
	Products Help Approvals		
	Platform Notifications	Inputient CCS	
To change the opening page when you login, to your	This may sho the next tim	ow the Welcome page instead of your Favourites. Don he you log in, you no longer see the Welcome page:	't worry,
favourite, click on the Make			
this your Landing Page button	Federated Data Pla	atform	
	Collapse menu +[]	Announcements and news (1)	
	* Favourite Products	Favourites A collection of products you have chosen to appear in your Favourities from Data Products. This default view allows you to navigate quickly to your most	t important links.
	Products		
	Help		
	Approvals		
	Platform Notifications	Inpatient CCS	

LEARN ABOUT THE HOMEPAGE

The FDP Homepage's tabs are covered in a short walkthrough by clicking on the Learn About This Homepage button.

- The set of the set o	Learn about the homepage	×
SEARCH PRODUCTS BY TITLE, DESCRIPTION	👏 Hello, Steve!	
	Welcome to your new NHS Federated Data P products available to you, and save the one as get Help, report bugs and and view user g To familiarise yourself with the new page, le	latform homepage. This is where you can explore the s you use most often to your Favourite Products. You can also juides. t's explore what you can access on the homepage.
	Previous	1/7 Next
		Processing U Max Max Max Max Max Max Max Max Max Max
	Inpatient CCS	RTT Validation CCS
	Vou do pot have accors Please Click	Vou do not have access Please Click

Click the **Next** button to work through each of the tabs. The **Solution Exchange** button is not relevant for your use of the FDP.

However, the **Centre of Excellence** provides generic PowerPoint Guides, eLearning in the form of videos and training versions of the Products that you can play in, to get used to using the system without impacting real life data.

ACCESSING THE CENTRE OF EXCELLENCE		
Click the Go to the Centre of Excellence button	<text></text>	
Click the Enter button, top-right of the pop up, to continue	 You are now viewing the Centre of Excellence. Please see the separate guides for using this resource as well as an overview of how an FDP product's modules function: Filtering Saving filter States 	

REQUESTING A NEW NHS SMART CARD

Please follow the guidance below to request a new NHS Smart Card, noting the different processes depending on which site you mainly work at:

Brighton and Haywards Heath Sites

Application Form not working as in old format

- 1. Click on this Application form
- 2. Select this Application form from your Downloads folder
- 3. Review the list of acceptable personal identification

If you have an issue accessing the Application form, contact the Smart Card Team at the email address below.

Smartcard appointments in Brighton take place in the **Subject Access Office** which is on the 2nd Floor of Sussex House, on **Thursday's**, and slots are available on a first come basis.

4. Email <u>uhsussex.rasmartcard@nhs.net</u> to arrange a slot or for further questions

The face-to-face meeting with a member of the Smartcard team ensures the application process can be completed. Bring along your printed Application Form and original forms of ID (1 Photo ID + 2 Address IDs OR 2 Photo IDs + 1 Address ID).

See the next page if you need the Chichester, Southlands and Worthing Sites steps.

Chichester, Southlands and Worthing Sites

- 1. Navigate to the IT Hub: **IT Support** folder on your desktop > **IT Self Service**
- 2. Type smartcard into the search field
- 3. Select the <u>04. NHS Smart Card West</u> Service Item
- 4. Complete the ticket and submit it you will be contacted to set up a face-to-face appointment

Appointments are available:

- Worthing Mon & Thurs 10am 2pm
- St. Richard's Tues & Fri 10am 2pm
- Southlands you will be asked to attend the Worthing office see above

You must have logged a ticket and have been asked to attend to see the Smartcard team.