

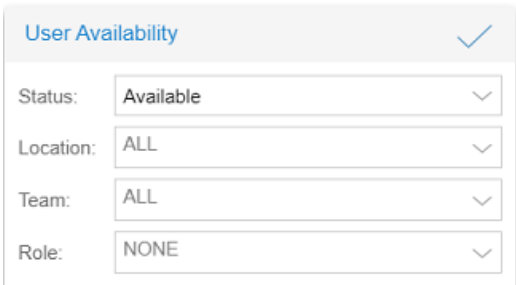



Login and Logout	
<p>1. Double click on the Patientrack2 icon in the WSHT Applications folder on the desktop or navigate to:</p> <p>https://nww.patientrackv2.westernsussexhospitals.nhs.uk/ui/desktop/</p> 	
<p>If you are using Single Sign On (SSO) then your user details will automatically complete and sign you in. If you are not using SSO then:</p>	
<p>Enter your AD (computer) Username into the Username box</p>	<p>Username:</p> <input type="text" value="trainers"/>
<p>Enter your AD (computer) password into the Password box</p>	<p>Password:</p> <input type="password" value="....."/>
<p>Click on Login</p>	
<p>The first time you login to Patientrack you will be prompted to:</p> <ul style="list-style-type: none"> • Choose your Status (Busy/Away, Unavailable or Available) • Set your Location (Hospital and Ward) • Select which Team to login under (if you have a team or multiple teams assigned to your account) and • Select which Role you are logging in under (if you have a role or multiple roles assigned to your account) 	
<p>Complete the details and click on the tick</p>	
<p>To logout click on the Logout button</p>	

Login and Logout

Click on **Logout**

- Patientrack will keep ward accounts logged in even if you close the window down and re-open it (Patientrack will automatically log that account back in)
- If you want to reset your user details the next time you login (for example, you have changed teams) click on the No button and then Logout
- There is a countdown on the Logout button, you can either wait for the countdown to finish or click on the Logout button straight away

