

DCT system access on post commencement

HSCNI email

Owner
NIMDTA Single Lead Employer (SLE)

NIMDTA SLE Team request BSO to create trainee email accounts and passwords

Issued By
NIMDTA SLE Team will issue login details to trainee personal email account.

Purpose
Access to HSCNI email

Enquiries
sle-OM@hscni.net

Password Reset
BSO ITS on
028 9536 2400
supportteam@hscni.net



Trust email

Owner
Trust HR

Issued By
Trust HR provide a trust email account to trainees on post commencement. The trust IT department create this account and provide IT support.

Purpose
Required to register on [MedicinesNI](#) site and complete 'Patient Safety' certified modules.

Enquiries
Trust HR



HRPTS

Owner
NIMDTA Single Lead Employer (SLE)

Issued By
NIMDTA SLE Team provide HRPTS login details to trainees following commencement into post. Login details will be sent to trainee personal email account.

Purpose
Access to Expenses & Salary statement

Enquiries/Password Reset
SLE-OM@hscni.net



ePortfolio

Owner
NIMDTA Dental

Issued By
NIMDTA Dental request Axia to provide ePortfolio login details. Trainees new to post will receive an email to their personal email account with login details for ePortfolio. TPDs and Educational Supervisors will be linked to trainees on the ePortfolio. The trainee's account will not be visible until the trainee logs on for the first time.

Purpose
Evidence of training progress

Enquiries
dental.nimdta@hscni.net
Dental ePortfolio



LearnHSCNI

Owner
NIMDTA Systems

Issued By
NIMDTA systems team create a LearnHSCNI account. Trust to confirm epic job roles for trainees to enable access to Encompass training on LearnHSCNI.

Purpose
Completion of local Trust induction requirements and other HSCNI courses. Completion of encompass learning.

Enquiries
LearnHSCNI queries
systems.nimdta@hscni.net



encompass

Owner
Trust/
encompass user provisioning team

Issued By
The encompass user provisioning team enables access to encompass.

Purpose
Access to encompass

Enquiries
Password reset
encompasspassword_nimdta@hscni.net

