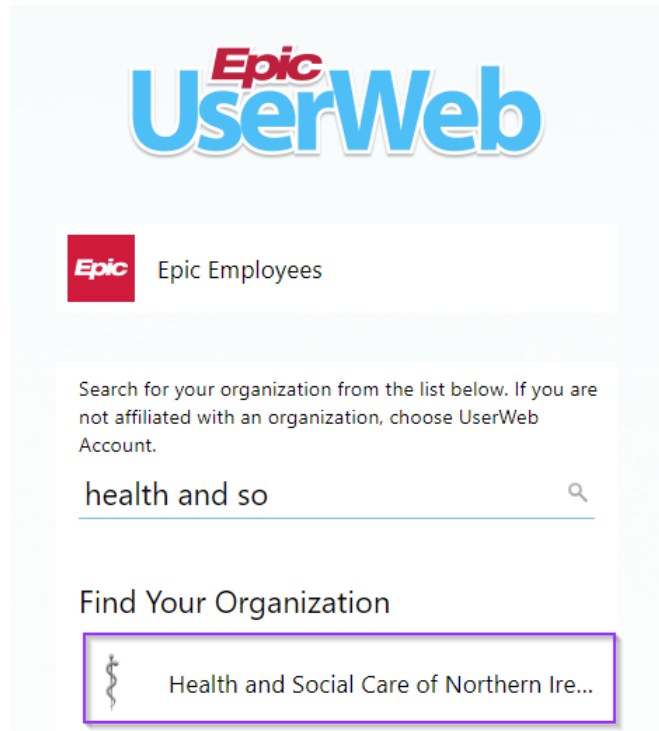




Requesting an Epic UserWeb Account

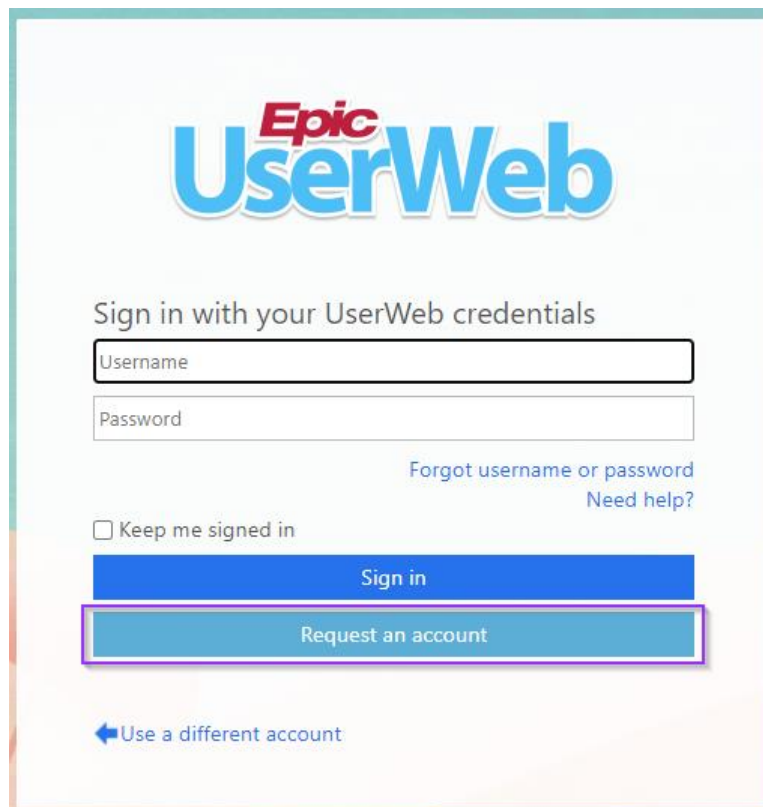
Requesting a UserWeb Account

1. Navigate to userweb.epic.com
2. Select **Health and Social Care of Northern Ireland** as your organisation:



The screenshot shows the Epic UserWeb interface. At the top is the 'Epic UserWeb' logo. Below it is a red 'Epic' logo followed by the text 'Epic Employees'. A search instruction reads: 'Search for your organization from the list below. If you are not affiliated with an organization, choose UserWeb Account.' A search bar contains the text 'health and so' with a magnifying glass icon. Below the search bar is the heading 'Find Your Organization'. A list item is shown with a purple border, featuring a medical symbol and the text 'Health and Social Care of Northern Ire...'.

3. Click **Request an Account**



The screenshot shows the Epic UserWeb sign-in page. It features the 'Epic UserWeb' logo at the top. Below the logo is the heading 'Sign in with your UserWeb credentials'. There are two input fields: 'Username' and 'Password'. To the right of the password field are links for 'Forgot username or password' and 'Need help?'. Below the input fields is a checkbox labeled 'Keep me signed in'. There are two buttons: a blue 'Sign in' button and a light blue 'Request an account' button, which is highlighted with a purple border. At the bottom left is a link with a left-pointing arrow: 'Use a different account'.

4. Input your information, using your **@hscni.net email address**.



Profile Information

First Name Last Name

Job Title NPI (if applicable)

Work Email Phone

Personal Email (Optional) [?](#)

Create New Account Credentials

Security Question Answer

Employment Information

- Employee of an Epic Customer
I am a direct employee of an Epic customer (clinician, IT, administrator, etc.)
- Patient Care Provider
I am a clinician (doctor, nurse, etc.) who provides care for patients seen at an Epic customer but am not directly employed by an Epic customer and my employer does not develop software *and/or*
I am an employee of a Connect site of an Epic customer (clinician, IT, administrator, registrar, scheduler, etc.) and my employer does not develop software
- Third-Party Contractor
I am a third-party contractor (IT consultant, vendor, etc.) working with an Epic customer
- Other

UserWeb Account Request

5. Confirm and **Submit** the request

By checking the box below, you agree that Epic Systems Corporation ("Epic"), a company based in the United States of America, may control and process your UserWeb data for the purposes described in the [UserWeb Privacy Policy](#). The types of data collected as you access the UserWeb or UserWeb-connected sites are listed in the [UserWeb Privacy Policy](#). If you do not wish to consent to such data control and processing, please reach out to your Epic representative for assistance.

You are not legally or contractually obligated to provide your UserWeb data to Epic. Even if you give your consent by checking this box, you may later withdraw your consent by emailing Epic at userwebsupport@epic.com. If you do not give your consent to use of your UserWeb data, or you withdraw your consent, you may not be able to use the UserWeb or UserWeb-connected sites.

I agree to these terms.

Submit

6. The UserWeb group will then review and process the request.

7. If you run into any issues, please contact userwebsupport@epic.com