

INTRODUCING
OUR NEW TRAINING SITE

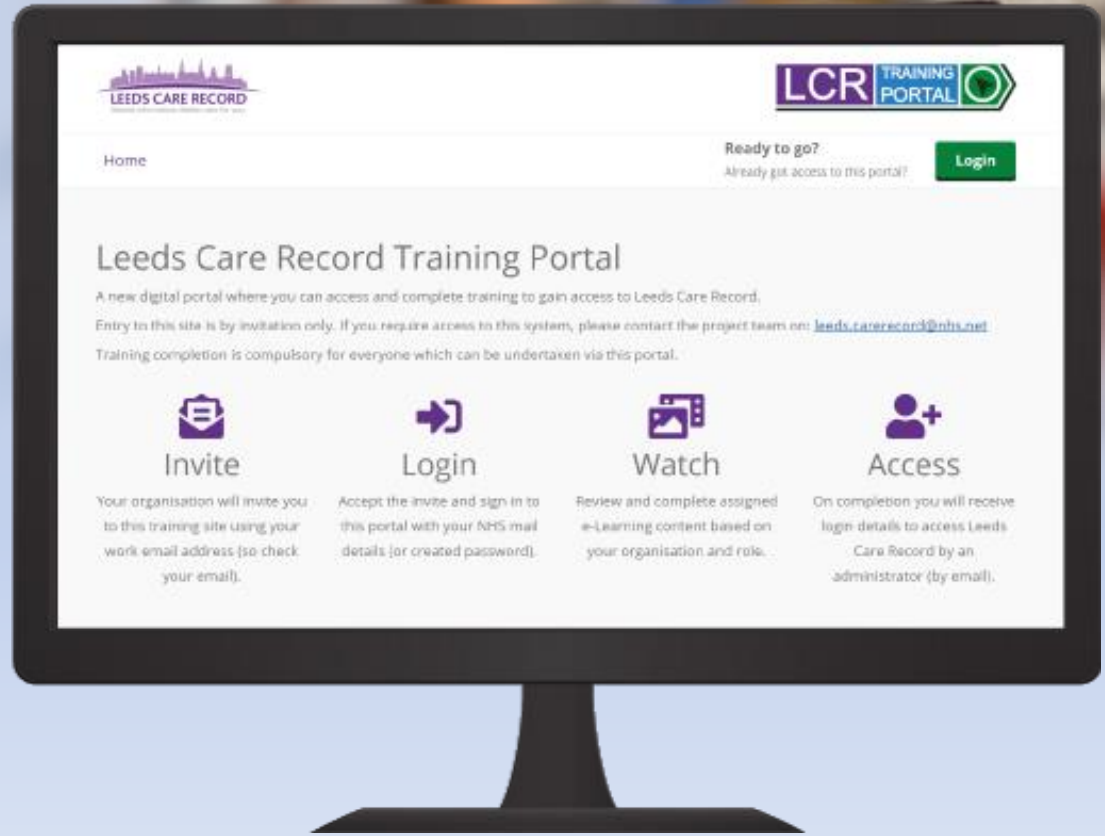


LEEDS CARE RECORD
Shared information. Better care for you.



A new training site for staff to extend their knowledge of the Leeds Care Record

Working in partnership with



No narration available on this video.
For demonstration purposes only

Login: <https://training.leedscarerecord.org>

Inbox ★

Filter ▾

Leeds Care Record Training Portal Automated Email

L Leeds Care Record Training Portal
Site Invitation: Action required
 Leeds Care Record Training Portal Automated Email



You have been invited to join the Leeds Care Record Training Portal by Your Team Name at Example Organisation.

This invitation will expire in 30 days so be sure to accept or reject as soon as possible.

You may accept this invitation by clicking the button below:



If you did not expect to receive an invitation to this site or wish to reject you can click the button below:



Why am I receiving this invite?

Your organisation has requested that you have access to the Leeds Care Record, which is our local integrated care record. In order to gain access to this system, you are required to complete online training using this training portal.

(Tip: Check your junk items too)

1

You will receive an invite by email to join the LCR Training Portal.

Pending Invite

You have been invited to join the Leeds Care Record Training Portal **Your Team Name** by **Team Authoriser**.

Please review your details below that have been requested by your team approver. Once all details are correct, click confirm.

Email *

You are unable to update your email address, you should reject the invite and contact leeds.carerecord@nhs.net if this is incorrect.

test@example.com

Forename *

firstname

Surname *

lastname

Contact Number *

000000000000000000

Job Title *

Job Title Here

Job Category *

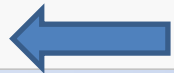
Healthcare Assistant



Confirm your contact details and agree that your Information Governance training is up to date.

By submitting this invitation you confirm your Information Governance training is up to date *

Confirm





Details confirmed: Check your email for further instructions to verify your account

Leeds Care Record Training Portal

A new digital portal where you can access and complete training to gain access to Leeds Care Record.

Entry to this site is by invitation only. If you require access to this system, please contact the project team on: leeds.carerecord@nhs.net

Training completion is compulsory for everyone which can be undertaken via this portal.



Invite

Your organisation will invite you to this training site using your work email address (so check your email).



Login

Accept the invite and sign in to this portal with your NHS mail details (or created password).



Watch

Review and complete assigned e-Learning content based on your organisation and role.



Access

On completion you will receive login details to access Leeds Care Record by an administrator (by email).

3

You will receive a further email with instructions to login to the LCR Training Portal.

(Tip: Check your junk items too)

Leeds Care Record Training Portal Automated Email

An account has been created for you on the Leeds Care Record Training Portal system.

You can login using your NHSmail account details by selecting this option on the login page.

NHS mail users can now login with your existing @nhs.net credentials.

Login

Leeds Care Record Training Portal Automated Email

Thank you for confirming your details. An account has now been created for you to access the Leeds Care Record Training Portal.

To access the system you will need to set your account password.

Reset Password

It is important to note that you will only receive access to the Leeds Care Record integrated care record once you have completed all required training via this site.

If you have any queries about this email, training portal or the Leeds Care Record, you can contact our team directly by emailing: leeds.carerecord@nhs.net



All other email address users will be asked to setup a password by clicking the 'reset password' button.

4

Follow the email instructions to log into the LCR Training Portal.

Assigned Modules

Showing all modules that are assigned to you. You must complete all modules shown so that they are 100%.

Status: You have outstanding modules to complete below before you will be given access to Leeds Care Record. Please complete all course content shown.

Assigned Modules

Showing all modules that are assigned to you. You must complete all modules shown so that they are 100%.

Status: You have successfully completed all your training in order to gain access to the Leeds Care Record. What happens next? [View the FAQs.](#)

5

Once you are logged into the LCR Training Portal, check the instructions in the 'Status' bar

Introduction to the Leeds Care Record

Providing an overview on what the Leeds Care Record is, how it works and how you can access this system webpage using your browser.

Module Progress:



Complete module

System homepage and searching for a record

Showing you what you will see when you first login as well as how you can locate a record.

Module Progress:



View module

Make your way through completing your course content. You can save your progress at the end of each video and come back to the training later to pick up where you left off.

7

Following completion of all your training, you will receive your Leeds Care Record username and password via email.

Certificates

Showing all certificates where you have completed all the required training for Leeds Care Record.

Name	Site	Date
All Module Completion	Your Team Name	24/06/2021 14:11

[View certificate](#)



You will also be able to download a certificate as evidence of your training completion.



8

View the site FAQs if you need additional support.
We hope you enjoy this valuable resource and thank you for being a member of the Leeds Care Record community.

FAQs

LEEDS CARE RECORD
Shared information. Better care for you.

LCR TRAINING PORTAL

Home **FAQs** Account ▾

Frequently Asked Questions

You can find our frequently asked questions on this page. Click a question to open the answer.

- + [I have completed all of my training, what happens next?](#)
- + [Can I retake the training to refresh my knowledge of using Leeds Care Record?](#)
- + [Where can I log into the Leeds Care Record system?](#)
- + [I need a password reset for Leeds Care Record, who can I contact?](#)