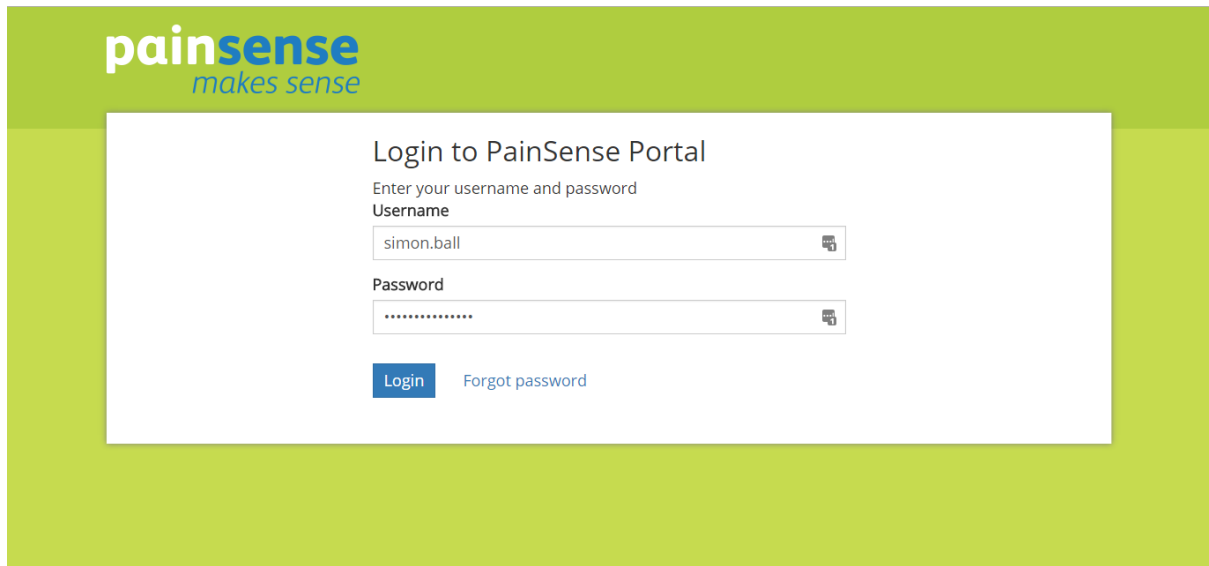


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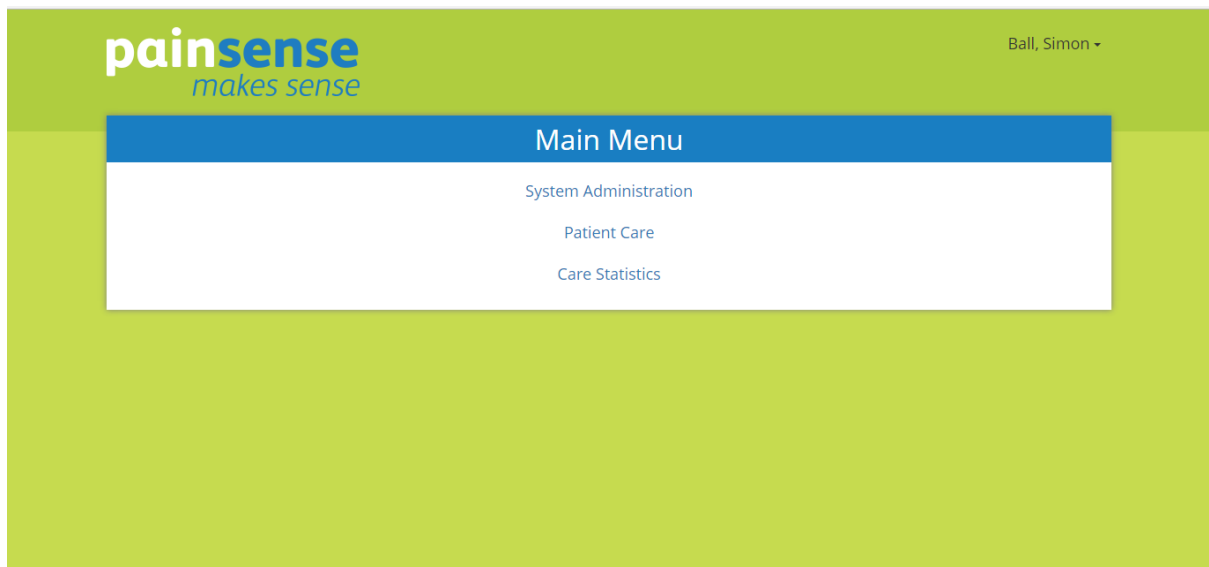
Log on

<https://www.pain-sense-portal.com/>



The screenshot shows the login page for the PainSense Portal. At the top left is the logo "painsense makes sense". The main heading is "Login to PainSense Portal". Below this, it says "Enter your username and password". There are two input fields: "Username" with the value "simon.ball" and "Password" with masked characters ".....". Below the password field is a blue "Login" button and a link for "Forgot password".

Use your assigned username and password to get to the Main Menu.

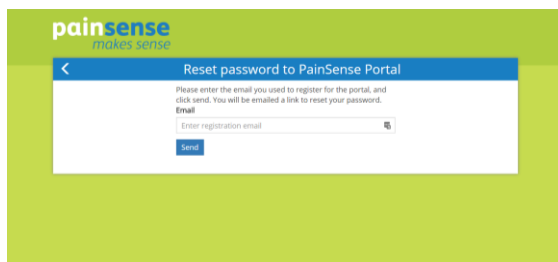


The screenshot shows the Main Menu of the PainSense Portal. At the top left is the logo "painsense makes sense". At the top right, the user's name "Ball, Simon" is displayed with a dropdown arrow. The main heading is "Main Menu". Below this, there are three menu items: "System Administration", "Patient Care", and "Care Statistics".

If you have forgotten your password, click on the 'Forgot password' link and follow the on-screen instructions.

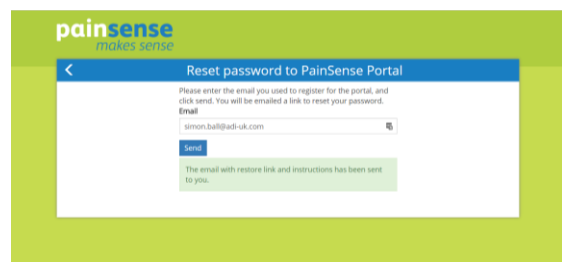
Password Reset

Step 1 – Enter email



The screenshot shows the "Reset password to PainSense Portal" page. It has a blue header with a back arrow and the text "Reset password to PainSense Portal". Below the header, it says "Please enter the email you used to register for the portal, and click send. You will be emailed a link to reset your password." There is an "Email" label and an input field with the value "simon.ball@ad-uk.com". Below the input field is a blue "Send" button.

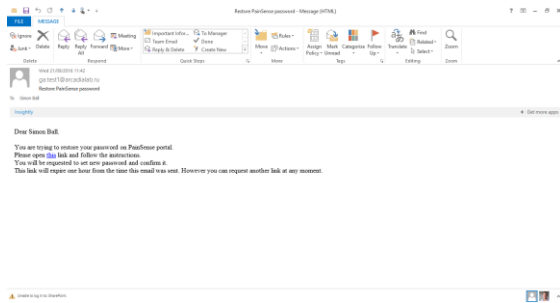
Step 2 – Click send



The screenshot shows the "Reset password to PainSense Portal" page after clicking send. It has a blue header with a back arrow and the text "Reset password to PainSense Portal". Below the header, it says "Please enter the email you used to register for the portal, and click send. You will be emailed a link to reset your password." There is an "Email" label and an input field with the value "simon.ball@ad-uk.com". Below the input field is a blue "Send" button. At the bottom, there is a green message box that says "The email with restore link and instructions has been sent to you."

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Step 3 – click on link in email

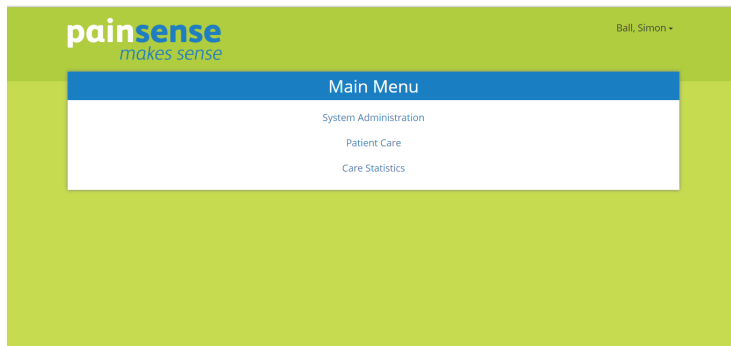


Step 4 – Enter new password

A web form titled 'Reset password to PainSense Portal'. It contains two input fields: 'new password' and 'confirm password'. Below the fields is a blue button labeled 'Reset Password'.

Once you have entered your password, you will be redirected to the Login Page to enter your username and new password.

Creating a New Patient



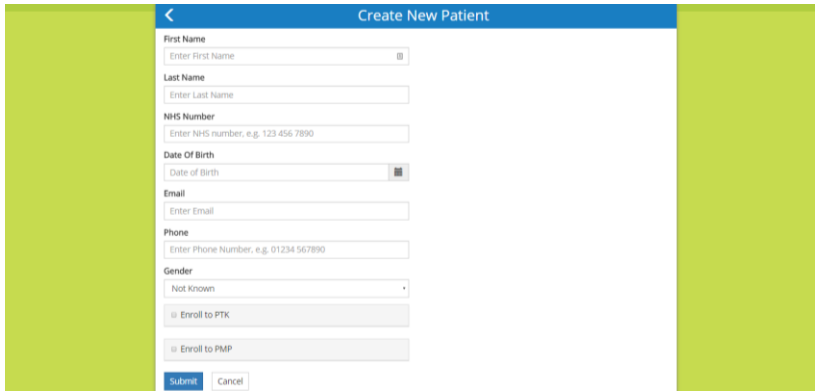
From the main menu (above) click on the 'Patient Care' tab which will take you to the screen below and click on the 'Create New Patient' button

The 'Patients List' screen in the PainSense Portal. It shows a list of patients with columns for Surname, Date of Birth, and NHS No. There is a 'Create New Patient' button at the top left of the list. A 'CANCEL' button is at the top right of the input fields. The list contains the following data:

Surname	Date of Birth	NHS No
ACKLES, Jensen	16 September 2016	271 069 6274
AD11, AD11	15 August 2016	999 999 9980
ALESSA 951 335 1602 17 SEPTEMBER 2016, Andrey	17 September 2016	951 335 1602
ALONSO, Fernando	16 September 2016	905 160 3916
ANOTHER, Some	25 July 2016	900 559 3784

This will bring up the following screen where you will need to enter the required patient information and choose which whether you wish to enrol them onto the Pain Toolkit (PTK) or Pain Management Plan (PMP).

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Create New Patient

First Name
Enter First Name

Last Name
Enter Last Name

NHS Number
Enter NHS number, e.g. 123 456 7890

Date Of Birth
Date of Birth

Email
Enter Email

Phone
Enter Phone Number, e.g. 01234 567890

Gender
Not Known

Enroll to PTK

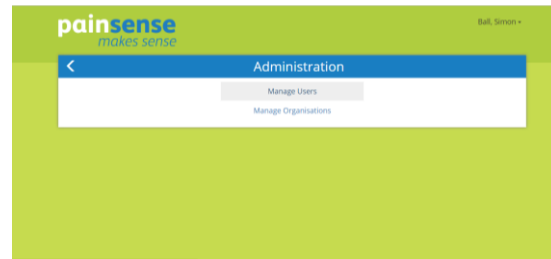
Enroll to PMP

This will automatically send an email to the patient or allow you to print a document with information on how to download and register on the app or web browser.

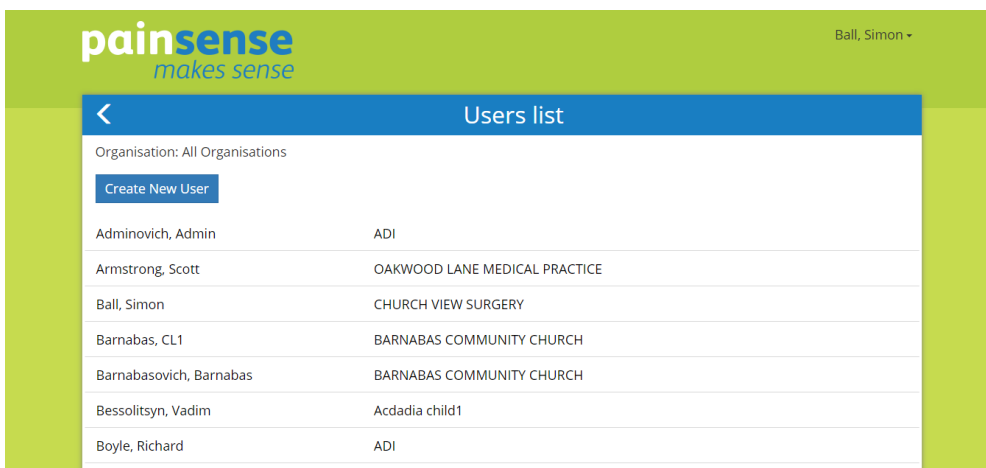
No further action is required.

Creating a new staff user

From the main menu click on 'System Administration' followed by 'Manage Users'



Once on the screen which shows you all current staff with profiles and then click on Create New User



painsense
makes sense

Ball, Simon

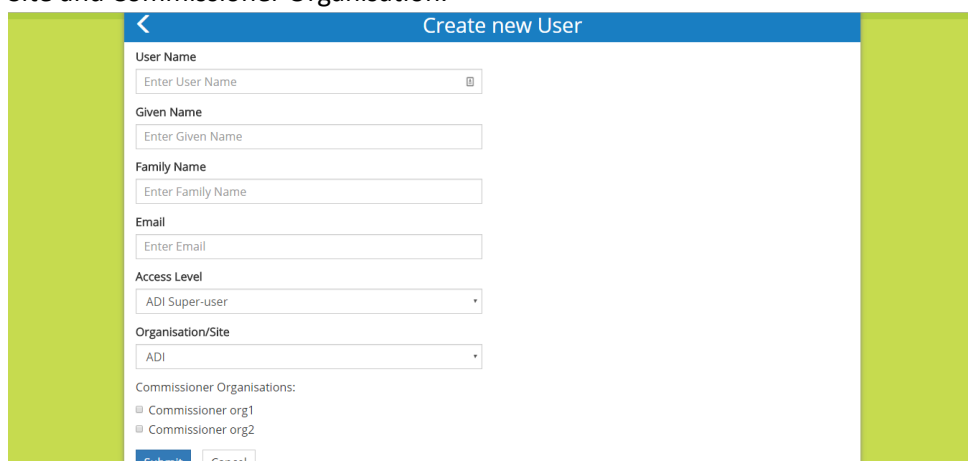
Users list

Organisation: All Organisations

Adminovich, Admin	ADI
Armstrong, Scott	OAKWOOD LANE MEDICAL PRACTICE
Ball, Simon	CHURCH VIEW SURGERY
Barnabas, CL1	BARNABAS COMMUNITY CHURCH
Barnabasovich, Barnabas	BARNABAS COMMUNITY CHURCH
Bessolitsyn, Vadim	Acdadia child1
Boyle, Richard	ADI

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Assign a suitable user name and enter the other details. Assign relevant Access Level, Organisation Site and Commissioner Organisation.



Create new User

User Name
Enter User Name

Given Name
Enter Given Name

Family Name
Enter Family Name

Email
Enter Email

Access Level
ADI Super-user

Organisation/Site
ADI

Commissioner Organisations:
 Commissioner org1
 Commissioner org2

Submit Cancel

Access Levels

- Organisational Admin (Admin Managers)
- Organisational User (Managers, Clinical Leads)
- Site Admin (Office Admin)
- Site User (Clinician)
- Commissioner (members of the CCG – unable to see patient data)

Staff will then be sent an email to set their own password. A persons access levels can be changed as required by someone with organisational admin rights.

Care Statistics

Those with access rights will be able to see the names of who at each site has been sent a token, if it has been revoked.



painsense makes sense

Ball, Simon

Care Statistics

Token Statistics

Patient Dolotest Results

Patient PSEQ Results

The initial and discharge Dolo and PSEQ scores which you can download in a CSV document if required.

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Dolotest Statistics

Organisations and sites:

Demo1 ▾

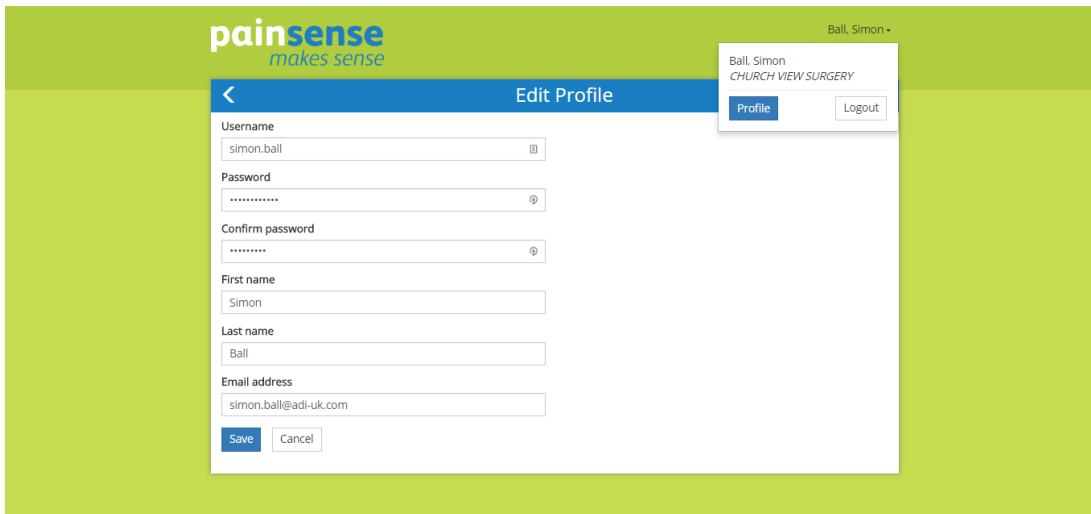
Export to CSV

Patient Id	Patient Name	Dolotest Initial		Dolotest Discharge	
		Score	Date	Score	Date
61	GOULDEN, Joanna	645/800	21 June 2017 10:54	No data to display	No data to display

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Editing your own profile

You can change your password, username and associated email address by viewing your profile from the home screen and changing the information you wish.



The screenshot shows the 'Edit Profile' interface within the PainSense portal. The page has a green header with the 'painsense makes sense' logo on the left and the user's name 'Ball, Simon' on the right. A blue navigation bar at the top of the form contains a back arrow and the title 'Edit Profile'. The form itself is white and contains several input fields: 'Username' (simon.ball), 'Password' (masked with dots), 'Confirm password' (masked with dots), 'First name' (Simon), 'Last name' (Ball), and 'Email address' (simon.ball@adi-uk.com). At the bottom of the form are 'Save' and 'Cancel' buttons. A dropdown menu is open in the top right corner, showing the user's name 'Ball, Simon', the organization 'CHURCH VIEW SURGERY', and two buttons: 'Profile' and 'Logout'.