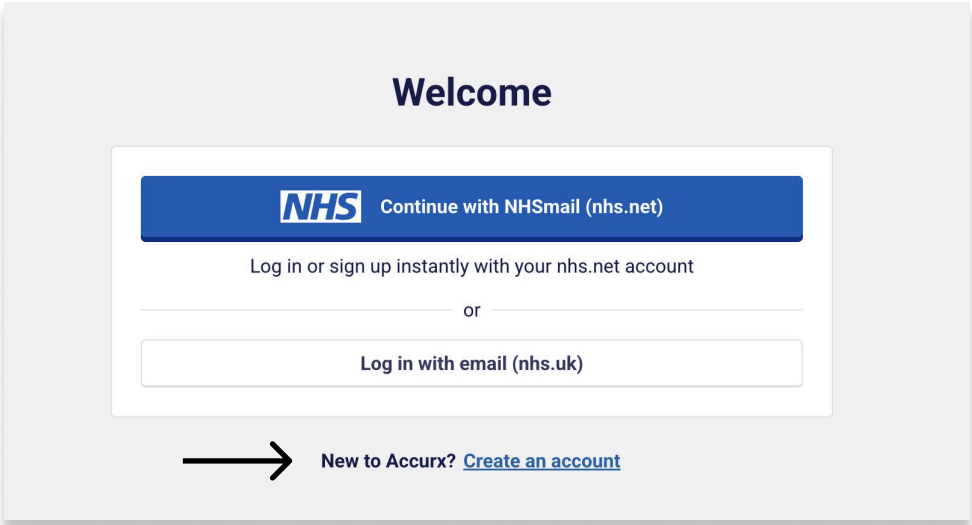


How to get started

An AI Scribe allows you to focus more on your patients and less on your computer or writing notes during the consultation. Find out how to get started.

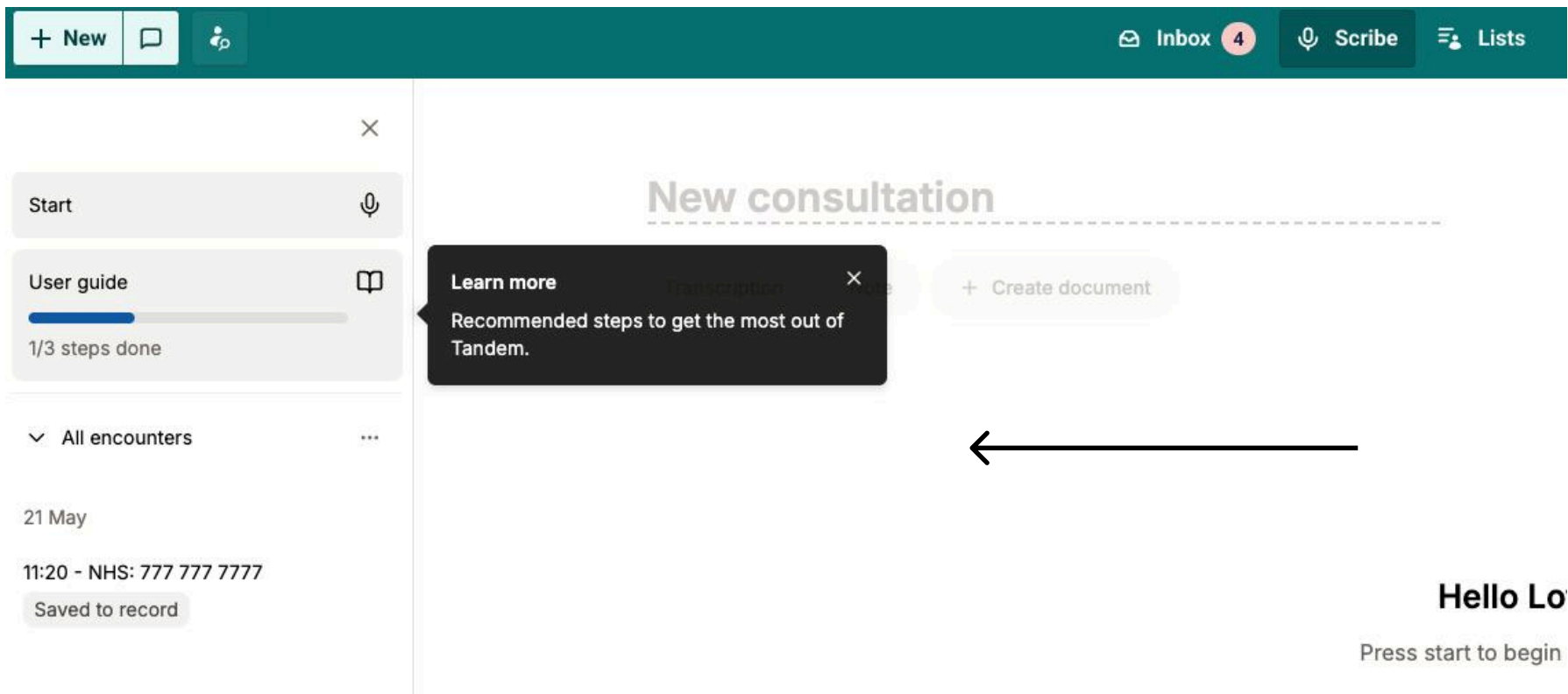
Login

1. Go to <https://web accurx.com>
2. If you already have an Accurx account, log in with email (nhs.uk) and skip to step 7 and make sure you're in the right workspace.
3. If not, click "Create an account"
4. Enter your name, email and set a password and agree to the T&Cs
5. Verify your email address by clicking on the link sent to your nhs.uk email
6. Verify your phone number by inputting the code sent to you
7. When prompted, search for and join your organisation and workspace. One of the workspace admins will approve this request.
8. Once you've logged in and joined a workspace, bookmark the web page to add this web page to favourites or your web browser for easy access



Take the guided tutorial

1. You're in! Click "Scribe" in the top middle of your screen
2. Click the "User guide" and take the guided tutorial



Watch the demo video

For a full tour and tips on how to get the most out of Accurx Scribe, including sending onward communications to patients and GPs, and creating patient and discharge letters:

✓ [Watch this 7-minute video](#)

Top tips

- ✓ **Good audio:** use a reliable conference microphone or Accurx Mobile and place the device near the patient and clinician.
- ✓ **Before the interaction:** briefly explain to the Scribe what is already known about the patient, including any investigation results to capture past medical history.
- ✓ **During the interaction:**
 - introduce yourself, the patient and anyone else in the room
 - speak clearly with precise language
 - vocalise your examination findings and mention key negatives in your examination
 - recap names and doses of key medications
 - state clinical impressions explicitly
 - summarise the plan out loud
- ✓ **After the interaction:**
 - add any written information such as previous notes or a patient health questionnaire before finalising the note
 - create downstream documentation including patient SMS summaries, patient letters, onward referral letters, GP letters or discharge letters
 - use the smart “add or adjust” button to make amendments
 - save the note to the patient’s record

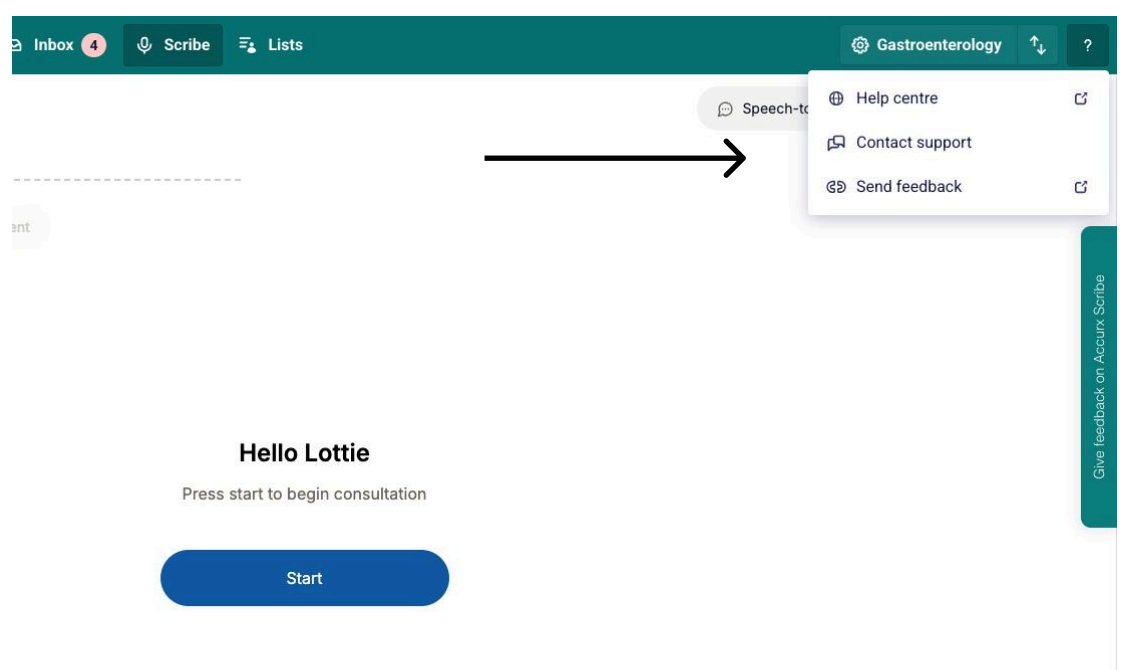
Other helpful resources

1. [Obtaining patient consent](#)
2. [Patient education](#)
3. [Privacy and Security](#)
4. [How to allow access to the microphone](#)
5. [Our Help Centre](#)

Contact our support team

If you need help, please do not hesitate to contact our support team who are available on live chat and will get back to you within minutes:

- Monday - Friday : 8am - 8pm
- Saturday: 9am - 5pm
- Sunday / Bank Holiday: 9am - 1pm



Accurx is an experienced and accredited NHS supplier, dedicated solely to the NHS

Accurx Scribe is integrated with Accurx's privacy and security by design programme, in line with NHS Governance, Data Security and Clinical Safety Standards. It doesn't store audio or use patient data to train AI.