





Don't forget to log out!

We have made the *Sign Out* button more prominent to encourage correct signing-out practice.

Leaving yourself logged in to computers leaves patient records open to alteration, tampering or loss.

Protect yourself and your patients - always log out.

Click here for the <u>Use of Computer Facilities Policy</u>.

The User Menu is now accessible

from the down arrow

Here you can access:

- The PPM+ Intranet site
- Frequently Asked Questions
- What's New in PPM+
- The PPM+ Help Site
- The Feedback form



For further information and guidance, please visit the PPM+ Help Site or call x60345.

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