

GP Connect – Sharing your Appointments

GP Connect is an NHS Digital project designed to enable access to patient related information recorded on any of the participating systems across care settings. It relies on sharing agreements being signed between practices and authorised third parties. All data is exchanged via the **National Spine**.

The ability to release appointments to third parties that you have a sharing agreement with, for example NHS111, relies on you using **Appointments Setup**.

An appointment slot that is available for booking by a third party is

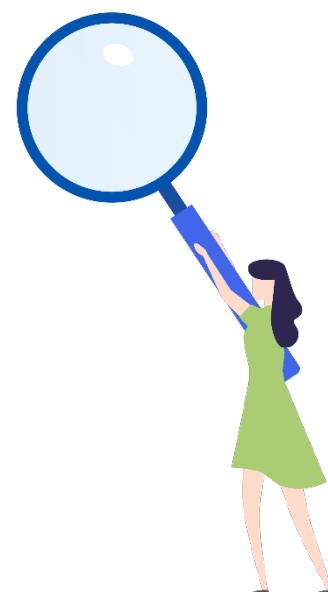
highlighted by a **GP Connect** tag .



Pre-requisites

In order to create **GP Connect** appointments you must:

- Have upgraded to **Appointments Setup**, contact your Account Manager to organise upgrading to our newest management tool for setting up and maintaining your appointments books.
- Be running the minimum of:
 - **Vision 3 release DLM 730** for set up.
 - **Vision 3 release DLM 770** for Third party utilisation.





Setting Up GP Connect Appointments

To create an appointment that is available to a third party via **GP Connect**, the following conditions must be met:

- The **ODS Code** of the organisations you want to share your appointments with, see [Adding ODS Codes](#) on page 5 for details.
- **Slot Types** must have a **Delivery Channel**, this tells the booker the type of appointment they are booking:

Create Slot Type

Name
GP Connect Example

Web bookings Non-viewable

Short Name
GPCON

Duration
10 mins

Delivery Channel
In-person
Telephone
Video

Advisory Message
50

Apply Cancel

Select as appropriate



- **Sessions** must have a **Practitioner Role** and **Location**, this tells the booker the type of clinician and where they are booking:

Session options


Session type
Main GP Session

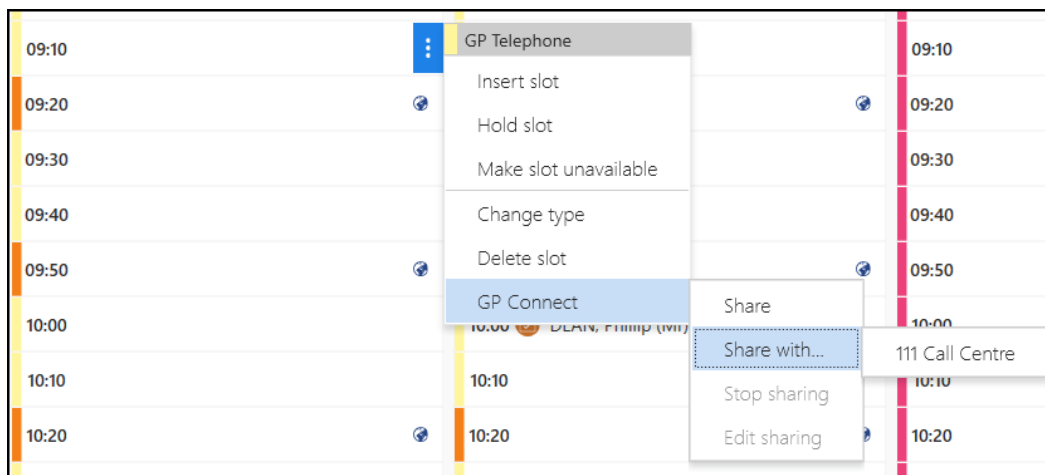
Practitioner Role
Salaried General Practitioner

Location
High Street Branch

Open session
 Travel clinic

Save Cancel

- An appointment slot must currently be tagged manually as a **GP Connect** slot, this step must be done from **Appointments**:
 - To tag a slot as **GP Connect** available, from **Appointments**, from the slot required, select **Options**  - **GP Connect** - **Share with** and then select either the specific organisation or the **Preset** group:



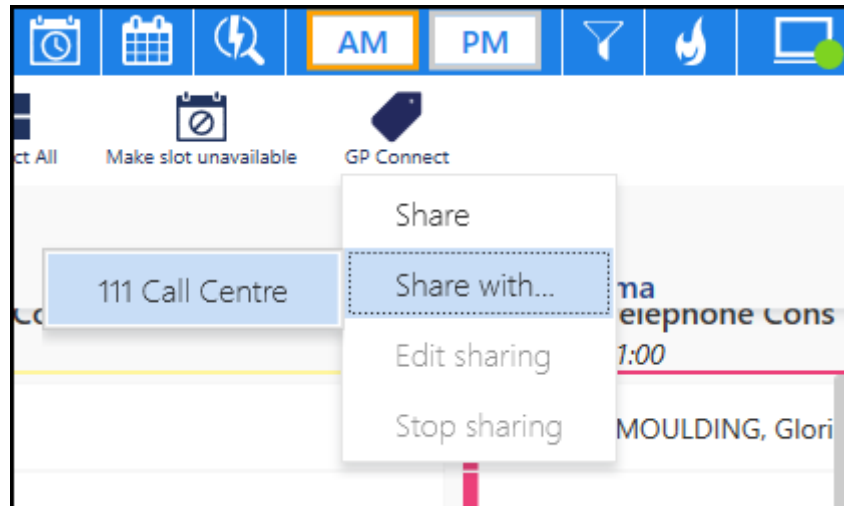


Appointments

- To tag a selection of slots as **GP Connect** available, from **Appointments**,



right click on all the slots required and select **GP Connect** - **Share with** and then select either the specific organisation or the **Preset** group:



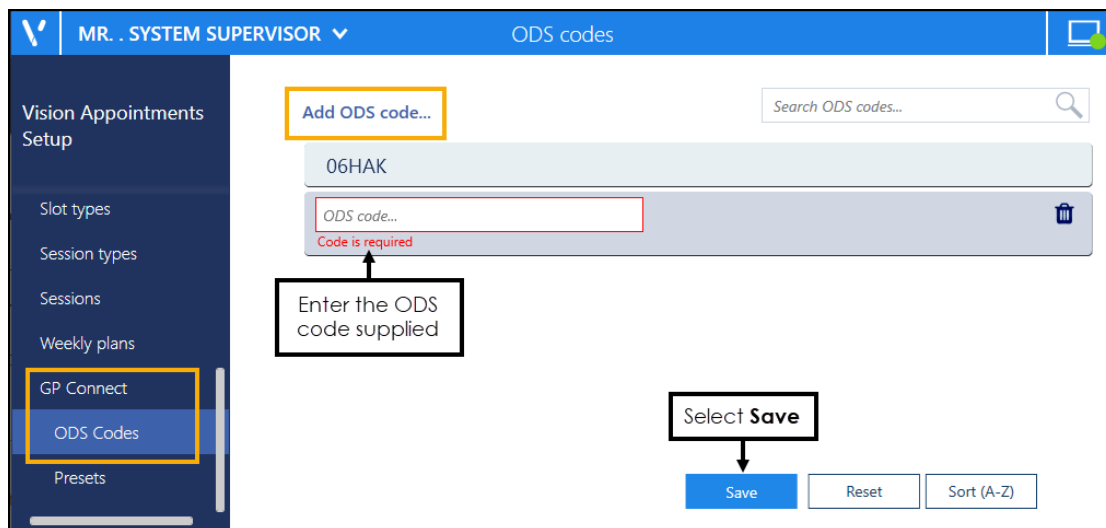
Adding ODS Codes

To share appointments with third party organisations, you must add their **ODS Code** to **Appointments Setup**.

 See the [ODS portal website](#) for further details.

To add an **ODS Code**:

1. From the **Appointments Setup menu**, select **ODS Codes**.
2. Select **Add ODS code**.
3. Enter the ODS code for the organisation you want to share appointments with.
4. Select **Save**:



ODS Codes should be added to groups, known as **GP Connect Presets**.

 See [Creating GP Connect Presets](#) on page 6 for details.





Creating GP Connect Presets

GP Connect Presets enable you to create groups of third parties for the sharing of appointments via **GP Connect**.

To create GP Connect Presets:

1. From the **Appointments Setup menu**, select **Presets**.
2. Select **Add preset**.
3. The **Create GP Connect Preset** screen displays:

Create GP Connect Preset

Name

Required info

GP Connect (Mandatory)

Organisation type(s)

Urgent Care GP Practice

ODS Code(s)

007HCD

06HAK

4. Complete as follows:

- **Name** - Enter a name for the group.
- **GP Connect** - Ticked by default, only remove this tick to inactivate the group.



Note - There is currently no requirement to select an Organisation Type or ODS Code.

5. Select **Apply**.