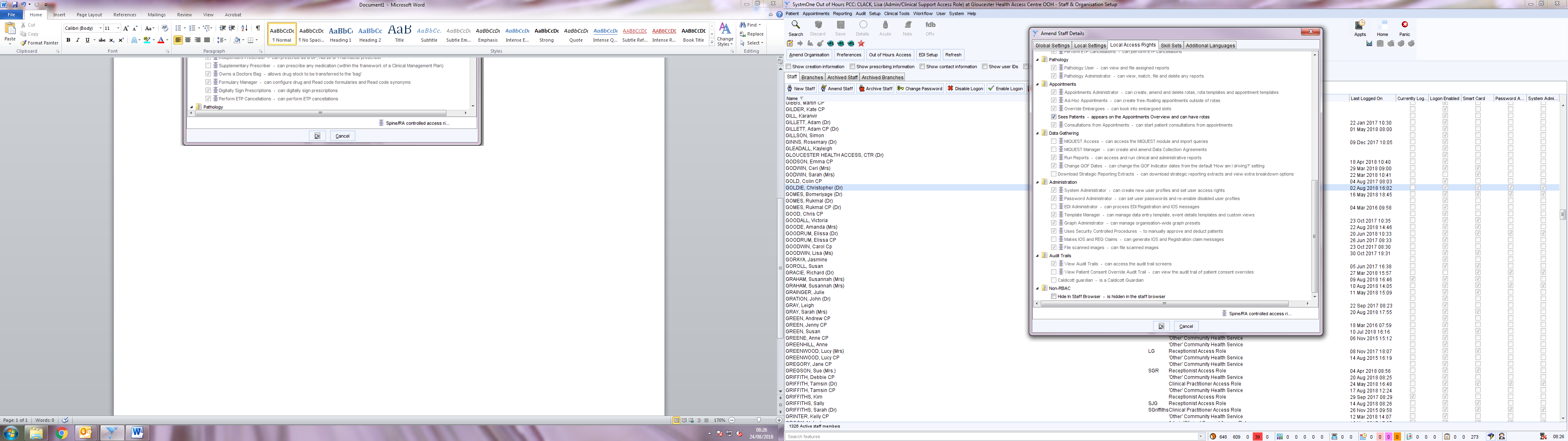
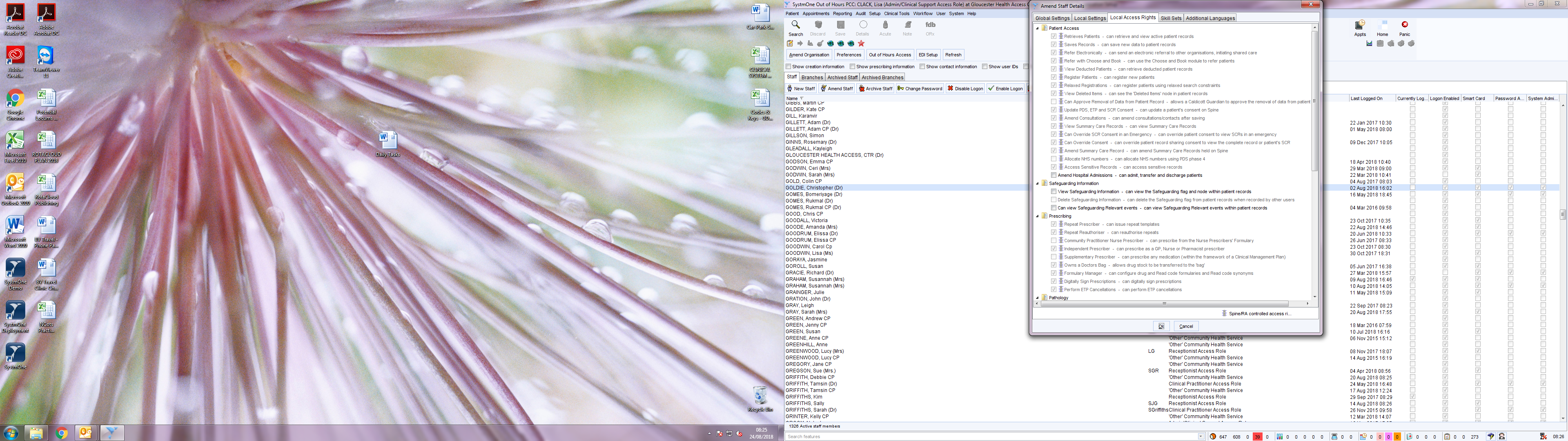
**Create a temporary GP login – Forgotten SmartCard**

SystmOne – Setup – Users and Policy – Staff and Organisation Setup – New Staff – Frist Name – Surname – OK – Not Listed – Title (Dr) – First name – Surname – Gender – logon name (name+dob) – password (make a note of both password and login name) – Local settings Tab – Employment Role (Clinical Practitioner Access Role) – Local Access Rights Tab – Select as the image below: 

Then click OK and inform the GP of the login details.