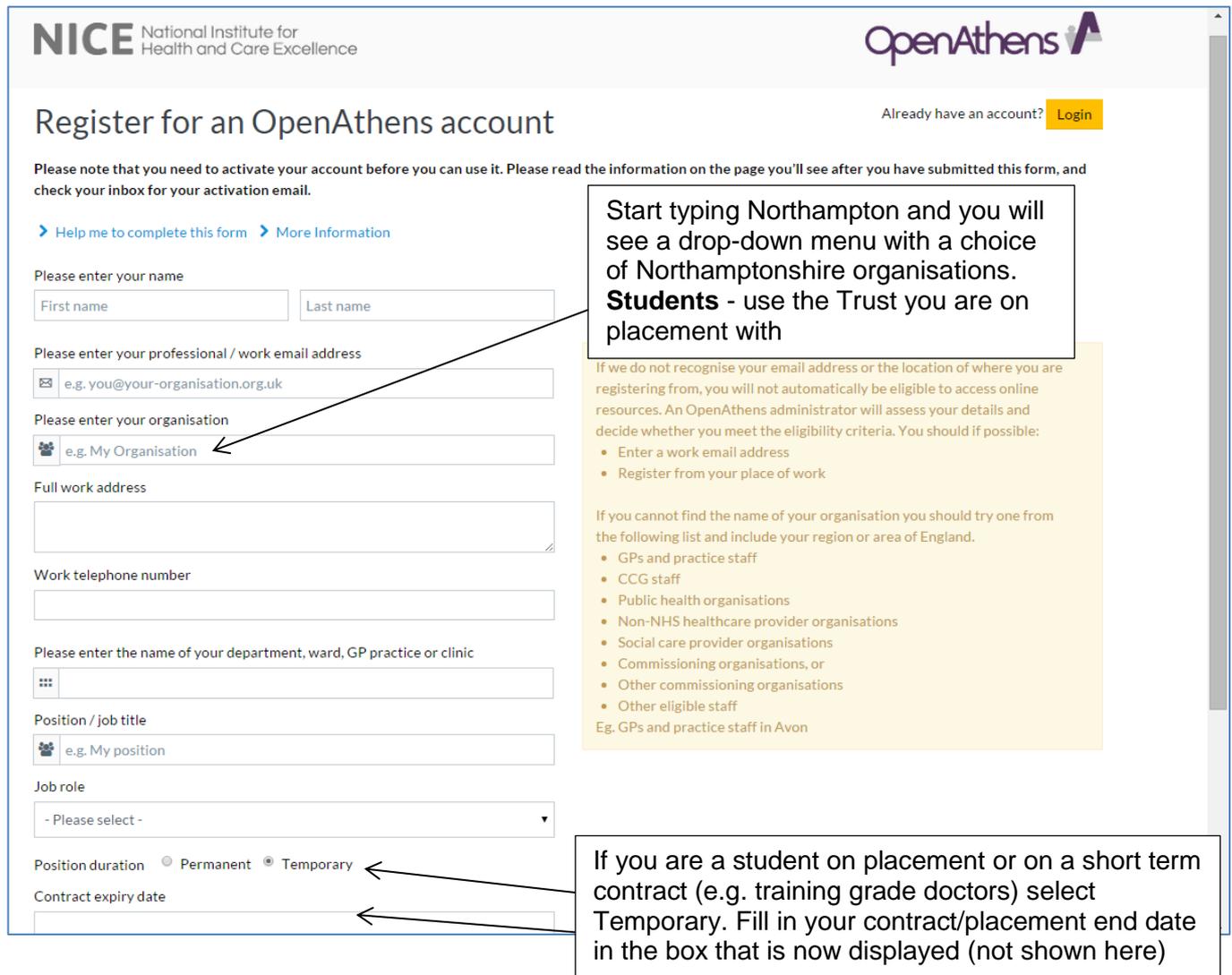


## How do I get an NHS OpenAthens account?

The majority of our electronic resources (databases/journals/eBooks etc.) require you to log-in with a NHS OpenAthens username and password to access them.

To register go to: <https://openathens.nice.org.uk/> and complete the online registration form:



The screenshot shows the 'Register for an OpenAthens account' page. The form includes fields for name, email, organisation, address, telephone number, department, position, job role, and contract details. Annotations highlight key steps: starting with 'Northampton' in the organisation field to reveal a drop-down menu, and selecting 'Temporary' for the position duration and filling in the contract expiry date.

**Register for an OpenAthens account**

Please note that you need to activate your account before you can use it. Please read the information on the page you'll see after you have submitted this form, and check your inbox for your activation email.

Already have an account? [Login](#)

Start typing Northampton and you will see a drop-down menu with a choice of Northamptonshire organisations. **Students** - use the Trust you are on placement with

If we do not recognise your email address or the location of where you are registering from, you will not automatically be eligible to access online resources. An OpenAthens administrator will assess your details and decide whether you meet the eligibility criteria. You should if possible:

- Enter a work email address
- Register from your place of work

If you cannot find the name of your organisation you should try one from the following list and include your region or area of England.

- GPs and practice staff
- CCG staff
- Public health organisations
- Non-NHS healthcare provider organisations
- Social care provider organisations
- Commissioning organisations, or
- Other commissioning organisations
- Other eligible staff

Eg. GPs and practice staff in Avon

If you are a student on placement or on a short term contract (e.g. training grade doctors) select Temporary. Fill in your contract/placement end date in the box that is now displayed (not shown here)

After you click on 'Register' at the bottom of the page you will see a confirmation screen with a summary of your account details.

You will also receive an email from Eduserv Athens; (check spam/junk folders if not received within an hour); there will be an activation link within the email that you need to click on to choose a password and activate your account.

Passwords must:

- Be between 8 and 20 characters
- Not contain consecutive numbers or letters (i.e. 123, abc)
- Contain at least one letter and one number
- Not be the same as the username

## FAQs

### Do I have to register from a work computer?

No. However; if you register from a home computer/mobile phone/tablet your account may have to be authorised by the local OpenAthens administrator before you are able to access resources. Authorisation may take a couple of days.

### Can I register with a personal/home email address?

Yes. However; if you register from home using a home email address the local OpenAthens administrator will need to approve your account before you can use it; this may take a couple of days.

### What is my username?

You can use the email address that you registered with as your username or you can use the system generated username found on the activation email that starts 'nhs...'.

### What do I do if I forget my password?

Go to: <https://openathens.nice.org.uk/Hub/Resources> and click on 'Forgotten password'. You will need to enter the email address that you used when you registered for the account. If you have forgotten your username and password contact one of the libraries below.

### What if I move to a different hospital or organisation?

Go to <https://openathens.nice.org.uk/Hub/Resources> and log in with your username and password. Click on 'Change organisation' from the left hand side menu and complete the form. You can also change your work address and email here. Please note; the OpenAthens administrator at your new organisation may take a few days to authorise your account. If you need to use resources urgently, contact your local NHS library service for advice. If your new organisation is not NHS see below.

### What if I work for or move to a non-NHS organisation?

Please see the eligibility criteria at <http://www.nice.org.uk/about/what-we-do/evidence-services/journals-and-databases/openathens/openathens-eligibility>

### How do I access the electronic resources?

**NICE Evidence:** [www.evidence.nhs.uk](http://www.evidence.nhs.uk)

Click on the "Journals and databases" link. You will need to log in with your NHS OpenAthens username and password to access the resources.

**Library website:** [www.library.northants.nhs.uk](http://www.library.northants.nhs.uk)

Click on the 'Books, journals and databases' link. Click on Databases for a full list of available databases.

**My Athens:** <http://auth.athensams.net/my/>

Enter your NHS OpenAthens username and password. The Resources tab lists all the resources you have access to. From the list select the link to the service you need.

### Help!

Contact us, we are always happy to help:

Berrywood Library:	01604 682650	<a href="mailto:berrywoodlibrary@nhft.nhs.uk">berrywoodlibrary@nhft.nhs.uk</a>
Isebrook Library:	01933 235862	<a href="mailto:isebrooklibrary@nhft.nhs.uk">isebrooklibrary@nhft.nhs.uk</a>
Richmond Library:	01604 545929	<a href="mailto:richmondlibrary@nhft.nhs.uk">richmondlibrary@nhft.nhs.uk</a>