

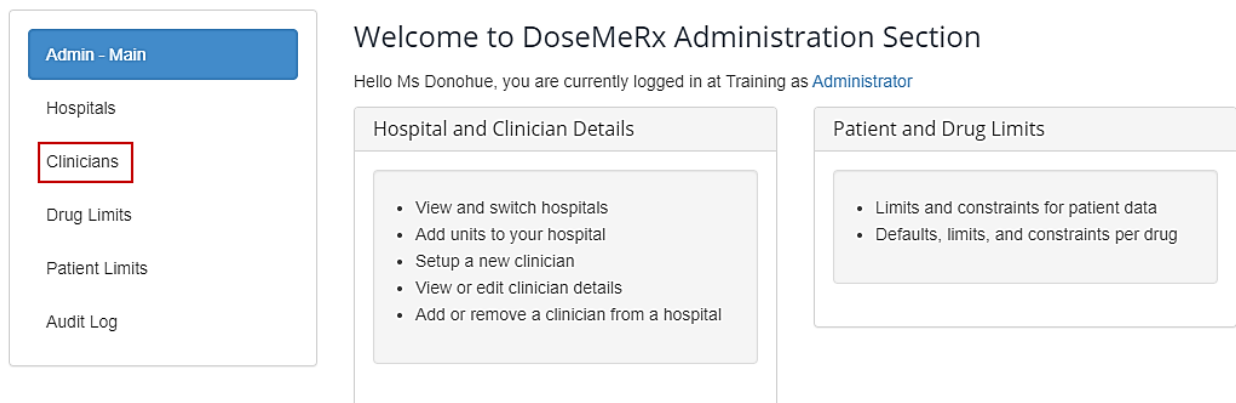
# Adding New Users

## How do I add a new user to my Hospital?

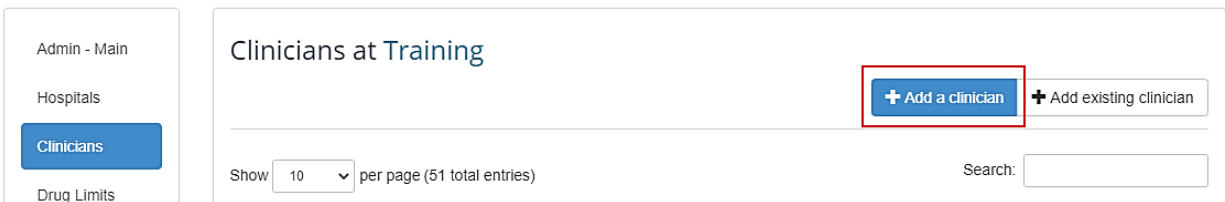
If you are an Administrative User within DoseMeRx, you are able [to add new users](#) to your hospital.

Once you've logged into DoseMeRx, click on the ADMIN tab in the top right corner of the screen. You will automatically be brought to the Admin- Main page.

Next, click the Clinicians tab on the left-hand side.



From here you can see the current users at the hospital and have the ability to [Add a clinician](#).



You will be asked to populate the following fields once selecting [Add a clinician](#):

- Email
- Title (Optional)
- Given Names
- Family Names
- Department (Optional)

Once clicking save the clinician will be sent an automatic email with instructions to set up their new password.

Admin - Main

Hospitals

Clinicians

Drug Limits

Patient Limits

Audit Log

### Add New Clinician at Training

Email

Title

Do not use title

Given Names

Family Names

Department

☒ Enabled

Save