



myCodePlace

<http://nww.rcr.nhs.uk/>

NHS Connecting for Health's web based utility for Change Requests

myCodePlace enables you to request changes to **The Clinical Terms (The Read Codes)**.

Maintenance is an essential part of the life cycle of a terminology in today's fast moving healthcare environment. With this in mind NHS Connecting for Health has developed an NHSnet web based utility which enables online input of requests to the UK Terminology Centre request database, and improves our ability to deliver a twenty first-century clinical terminology service to users.

Background

Previously, NHS Connecting for Health Helpdesk received Clinical Terms (The Read Codes) change requests via email, paper, fax and telephone. These were subsequently entered manually onto an Oracle request database. This system incurred a delay as the requests were not readily available for clinical authoring and peer review. The introduction of **myCodePlace** has significantly improved the change request process, and offers a better service to users.

Benefits

myCodePlace provides the following benefits to Read Codes licence holders:

- Submission of requests directly to the request database via a web based form, thus removing delays inherent in manual input.
- Inspection of request for additions to the Read codes already submitted to help avoid duplication of requests.
- Inspection of provisional and final responses to requested terms.
- Improved facilities for the handling of quality assurance processes.
- Automated email responses will enable users to follow the progress of their request from the assignment of Request ID to the issue of a pre-release provisional response and a final response once the read release has been completed.
- Increase awareness of forthcoming proposed changes to the six monthly Read Code releases.

Security

The above will take place in accordance with the appropriate security protocols. All access is via user name and password.

How do I start to use myCodePlace?

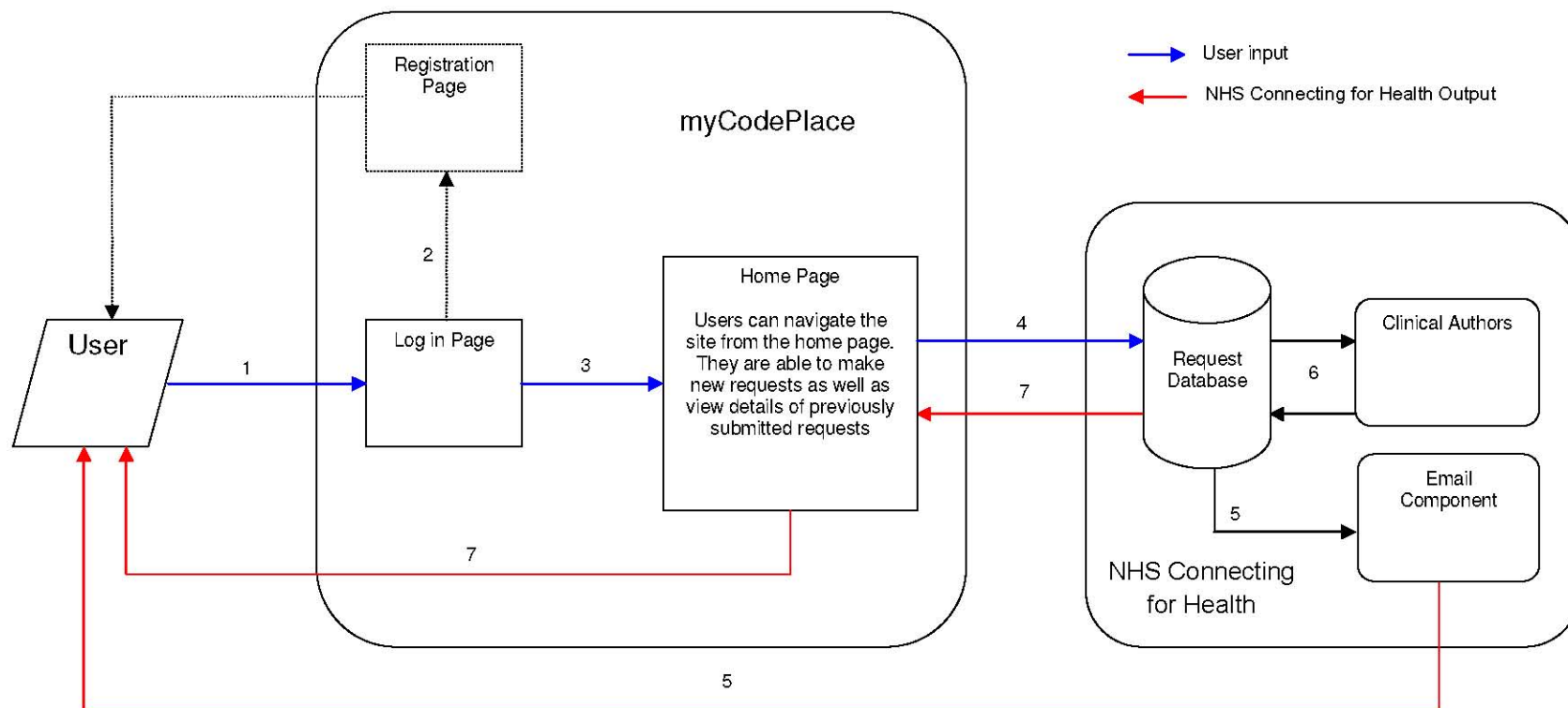
Access to this web utility is via nww.rcr.nhs.uk. A logon screen containing user name and password fields is displayed. First time users should click on New User, and complete and submit their details to the Helpdesk. The Helpdesk will process the application and notify the user as soon as the registration details are cleared. The user will then be able to submit change requests to the UK Terminology Centre by following a simple menu and forms.

Further information

For further information please visit the website

<http://www.connectingforhealth.nhs.uk/systemsandservices/data/readcodes/changerequest>, or contact the Helpdesk on 01392 206 248, e-mail: datastandards@nhs.net.

The Request Process @ myCodePlace



1. User access website at <http://www.rcr.nhs.uk/>
2. New users are directed to the registration Page. Registration details are sent to the Helpdesk who will confirm registration via email
3. Existing users taken to homepage.
4. New requests entered and sent to request database
5. Emails auto generated and sent to users confirming receipt of requests. The email component will also send out provisional and final reports to users, containing details of requests submitted, and action taken by Clinical Authors
6. Clinical Authors interact directly with the request database to view and respond to requests
7. Users are able to view details of requests submitted, and track their progress through the system via the website