

The Allan Practice

Patient Access Instructions

Go to: patient.emisaccess.co.uk

To register, please click the 'Register' button located in the green button on the right of the screen.

'Have you received your registration letter from your practice?'

If you have filled in a form at reception and collected a password sheet click: 'Yes'.

If this is the first time you are trying to register and have not collected a password form from reception click 'No'.

Next, type in your home postcode to load local GP surgeries

Select: Calcot Medical Centre then click next

If 'List practice duplicates comes up', select: 'Calcot Medical Centre – Dr Allan and Partners'

Then fill in personal details.

Next, choose your password – please note, the practice have no access or control over your password, it is the patient's responsibility to remember their own password.

Then click to accept terms and conditions, then click next.

Confirm contact details – if you believe we may have out of date or incorrect contact details on our records, please contact your doctor's secretary.

Set two security questions – please note, the practice have no access or control over your security questions, it is the patient's responsibility to remember their own questions and answers.

You will now be given your User ID: It is important that you take a note and remember this ID; this is the user name that you use to log into your account.

You will then be able to log in using your User ID and chosen password.

Until your registration request has been accepted by the practice you will only be able to book one appointment, once your request has been accepted you will be able to book appointments and order repeat medication. If you would like access to your medical records you will need to come to surgery with a photographic ID.

Please note: we aim to confirm all online registration requests within 48 hours, however during busy periods it may take up to 5 working days.

If you have any problems with registering online for Patient Access, please bring a photo ID to reception and fill out the forms provided.