## **UpToDate Quick Access Guide**

Please note that you need to have an OpenAthens account to access UpToDate. If you don't have one, you can register here <u>https://openathens.nice.org.uk/</u>

You can access UpToDate from within Royal Papworth Hospital or from outside the hospital site.

## To access from within Royal Papworth:

- 1. The quick link is <u>here</u>.
- 2. Alternatively, on the Intranet choose Library from the main menu bar.

() papsvrint	ra/papworthonline				□ ☆
<b>NHS</b> Royal Pa	pworth Hosp	Dital LORENZY   ROTA WATCH	ice   Emr   Fysicon   Qlikview   Ni	<mark> Search                                    </mark>	Q   HELPDESKS
DOCUMENT	s   Education	LIBRARY   BNF   SAFEGUARDING	Comms   our website   PTS   RTT	INJECTABLE MEDS   NOTICEBOA	RD
HOME	DIRECTORY	DEPARTMENTS & SERVICES	WORKFORCE Red 2 Green	ICT STATUS DATIX C	ODE RED

3. Scroll down the Library Services homepage and click on Electronic Resources.



 Scroll to the bottom of the electronic e-resources page. UpToDate is the last resource listed. Click on the link shown here. Choose the link depending on whether you are accessing from within Royal Papworth Hospital or from outside the site.



## To access from outside the hospital site

 Go to <u>http://www.uptodate.com/</u>. You will see the screen below. At the top of the page, click on Log in.

← → ♡ @ A https://www.uptodate.com/home	Log in	English Sea	□ ☆ ¢ rch UpToDate
Why UpToDate? Product Editorial	Subscription Options	Subscribe	UpToDate

Next you will see this screen. You need to log into OpenAthens first, so click on OpenAthens Log
 In and log in as usual on the OpenAthens page.

$\leftarrow$ $\rightarrow$ O $\widehat{\mbox{ \ absolute\ black}}$ https://www.uptodate.com/login	
UpToDate <sup>®</sup> Search UpToDate	<u>م</u>
Why UpToDate? Product Editorial Subscription Opti	ons
	Log In
	UpToDate Username
	UpToDate Password
	Remember me Forgot Username or Password?
	OpenAthens Log In     Institutional Log In
	Log In
	Subscribe

3. Once logged in, you will go back to the search screen. To make sure you have logged in, check that Royal Papworth Hospital is showing at the top of the page. You can now **search by typing** into the search box

← → Ů ⋒ A https://www.uptodate.com/contents/search	□☆ 岸 ℓ ピ …
UpToDate®	A Royal Papworth Hospital NHS Foundation Trust User V CME 0.0 Log Out
Contents v Calculators Drug Interactions	
Search UnTeDeta	
Search OphoDate	Q

## Instructions to download

1. Once you have found what you need, choose Print.



2. You will then see the following screen, where you can choose **Print Options**. You can untick anything you don't need. **Then click Print**.



3. You will now see the print screen. Under Destination, **choose 'Save as PDF'. Then click Save** at the bottom of the page.

