

## Accessing the COVID-19 Medication Administration resources

To access these resources, you must register an account on the HEIW Pharmacy website. **Please note there will be a short delay after registering, whilst you are approved to use the site, so PLAN AHEAD and register before you wish to complete the eLearning.**

### Process for registration

- 1) Access the HEIW Pharmacy website <https://www.wcppe.org.uk/>
- 2) To register click the registration tab shown below:



- 3) Once you have clicked the registration tab, complete the registration process as detailed below:
  - **Fill in your name, email address, address and select a password**

### Register

Mae'r dudalen hon hefyd ar gael yn: 🇬🇧 Cymraeg (Welsh)

**If you already have an account with WCPPE please DO NOT re-register.  
Click here to reset your password.**

First name \*

  
  

Last name \*

  
  

Email address \*

  
  

Password \*

- When completing the bottom part of the registration, please select the following options

Professional Registration Number Type \*  
N/A Select N/A

Professional Registration Number  
LEAVE BLANK Leave blank

Role \*  
COVID - SOCIAL CARE Select COVID – SOCIAL CARE

Or specify a different role:

Which Health Board area do you mainly work within? \*  
Cwm Taf Health Board Choose one health board

To review our privacy policy, please visit <https://www.wcppe.org.uk/privacy-policy>

**REGISTER**

- 4) Click the register button and you will receive a confirmation message as shown below

Thank you for registering at HEIW. Your application for an account is currently pending approval. Approval can take up to 4 hours during normal office hours. Once it has been approved, you will receive an e-mail containing information about how to log in and other details.

- 5) Once your registration has been approved, you will receive an email with a link to the resources you need to access. Follow the instructions on this link to access the resources easily.

If you have any problems accessing the site and registering please contact [HEIW.Pharmacy@wales.nhs.uk](mailto:HEIW.Pharmacy@wales.nhs.uk)