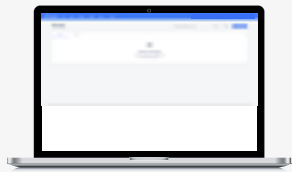


# Head and Neck Cancer Messaging service - Primary Care User Guide

You can use the Consultant Connect Messaging feature to message the Head and Neck Cancer team at University College London Hospital Trust. You can access this service via the Consultant Connect Dashboard or the Consultant Connect App. To sign up, visit [consultantconnect.org.uk/signup](https://consultantconnect.org.uk/signup) and follow the simple steps. Once signed up, you'll be able to access the service on the Dashboard and by downloading the free Consultant Connect App from your app store (from the [App Store](#) or [Google Play](#)), and logging in using the same details you used to sign up.

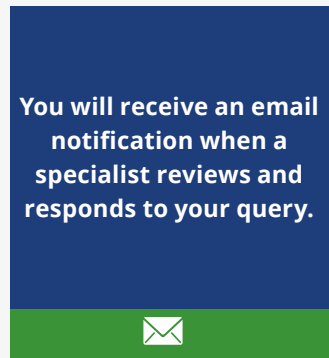
## Accessing the service via the Consultant Connect Dashboard



Log in to the [Dashboard](#) via your computer, using the same email address and password you signed up with. Select 'Messages' from the menu and 'New Message'.



Select the Head and Neck Cancer team, add the patient's NHS number (if available), complete the proforma details, type and send your message. You can also upload files/ photos to include with your message prior to sending (if appropriate).



Select 'Close' and provide an outcome for the interaction. The conversation is securely saved. The messages and photos are uploaded to the patient's record and can also be downloaded via the Consultant Connect Dashboard as a PDF.

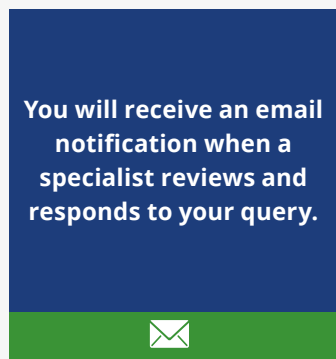
## Accessing the service via the Consultant Connect App



Open the Consultant Connect App, tap 'Messages', then 'New Message', then, select the Head and Neck Cancer team.



Enter the patient's NHS number (if available), tap 'Next'. Complete the proforma details, type or dictate your message and press send. You can also take photos to include with your message prior to sending (if appropriate).



Select 'Close' and provide an outcome for the interaction. The conversation is securely saved. The messages and photos are uploaded to the patient's record and can also be downloaded via the Consultant Connect Dashboard as a PDF.

 [Watch this short explainer video about using Photo Messaging Advice & Guidance](#)

**For more information, contact us:**

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