



Better informed means better care

Dorset Care Record brings all your health details together so medical and social care staff **can give you the best possible care**

Login to the DCR portal



For more information please visit:
news.dorsetcouncil.gov.uk/dcr-staff-area

Welcome to the DCR portal, provided by Interweave

DCR System Admin will provide you with the portal link specific to your organisation. This page will ask you to type in your **email address** and **password**. Then click on **Login**.



INTERWEAVE PORTAL

Welcome Back!

Please login to access the Interweave Bournemouth Poole and Christchurch Council Care Professional Portal



[Forgot Password?](#)

LOGIN

Multi-factor authentication (MFA)

You will receive a 6-digit verification code to your mobile sent via SMS from CloudOTP (OTP= One Time Passcode). Enter the **code** and click **Continue**.



INTERWEAVE PORTAL

Welcome Back!

Please login to access the Interweave Bournemouth Poole and Christchurch Council Care Professional Portal

Enter the code sent via SMS

Verification Code...

CONTINUE

- If you press **Continue** **without** entering the code, you will see the following message:

An error occurred verifying code.

CONTINUE

Re-key your verification code and click **Continue**.

- When an incorrect code has been entered, you will see the following message:

Invalid code.

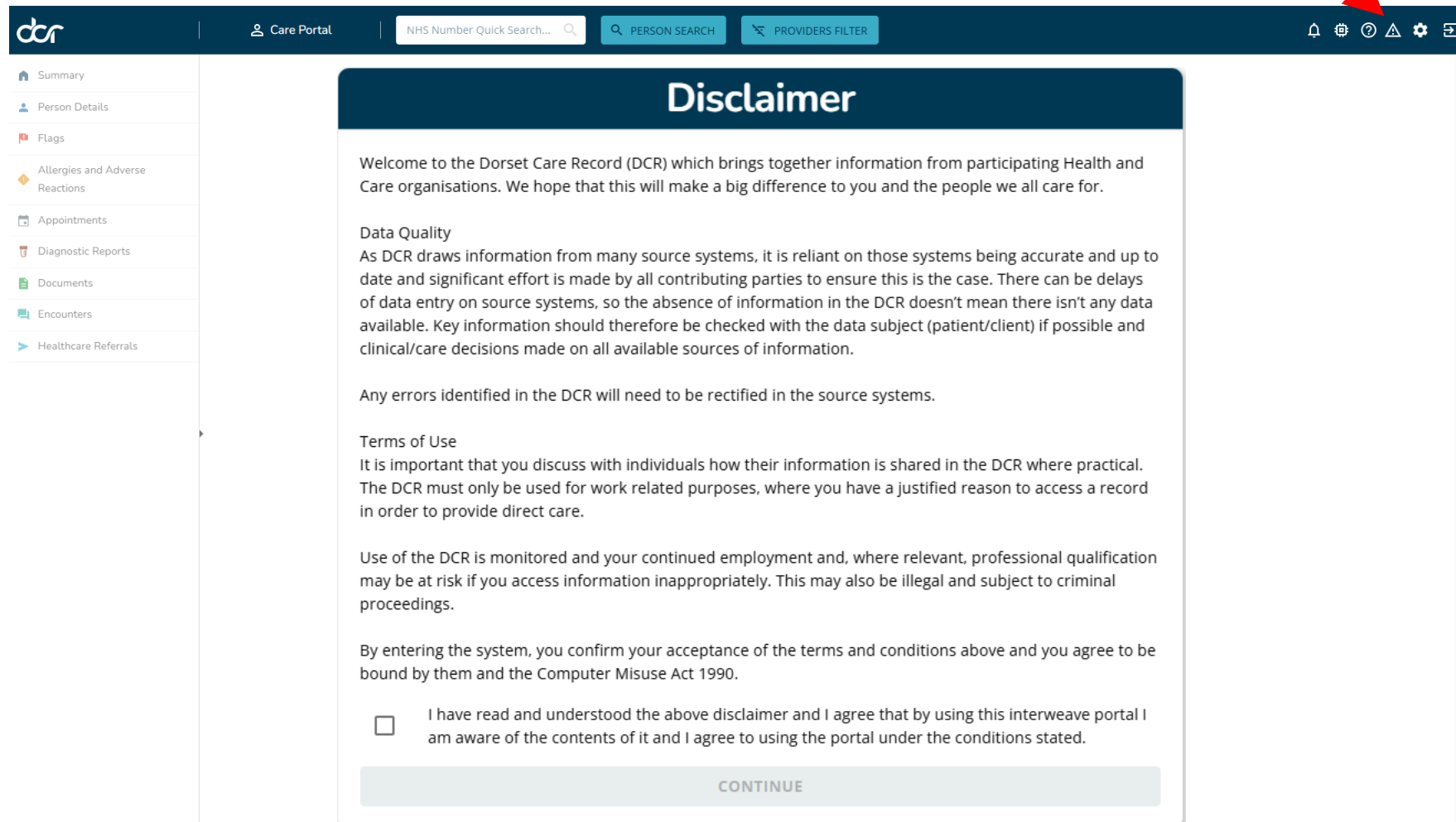
CONTINUE

Re-key your verification code and click **Continue**.



DCR Portal: Person search landing page & Disclaimer

When you login to the DCR Portal for the first time, you will first see the system **Disclaimer**. You will need to agree to this to continue using the DCR. The disclaimer will no longer pop-up on subsequent logins, but you can always access it from the Disclaimer icon on the App Bar.



The screenshot shows the DCR Portal interface. On the left is a sidebar with navigation links: Summary, Person Details, Flags, Allergies and Adverse Reactions, Appointments, Diagnostic Reports, Documents, Encounters, and Healthcare Referrals. The top navigation bar includes the DCR logo, 'Care Portal' text, a search bar, and buttons for 'PERSON SEARCH' and 'PROVIDERS FILTER'. On the right side of the top bar, there is a row of icons: a bell, a person, a question mark, a triangle with an exclamation mark, a gear, and a square. A red arrow points to the triangle icon. A large modal window titled 'Disclaimer' is centered on the screen. It contains the following text:

Welcome to the Dorset Care Record (DCR) which brings together information from participating Health and Care organisations. We hope that this will make a big difference to you and the people we all care for.

Data Quality
As DCR draws information from many source systems, it is reliant on those systems being accurate and up to date and significant effort is made by all contributing parties to ensure this is the case. There can be delays of data entry on source systems, so the absence of information in the DCR doesn't mean there isn't any data available. Key information should therefore be checked with the data subject (patient/client) if possible and clinical/care decisions made on all available sources of information.

Any errors identified in the DCR will need to be rectified in the source systems.

Terms of Use
It is important that you discuss with individuals how their information is shared in the DCR where practical. The DCR must only be used for work related purposes, where you have a justified reason to access a record in order to provide direct care.

Use of the DCR is monitored and your continued employment and, where relevant, professional qualification may be at risk if you access information inappropriately. This may also be illegal and subject to criminal proceedings.

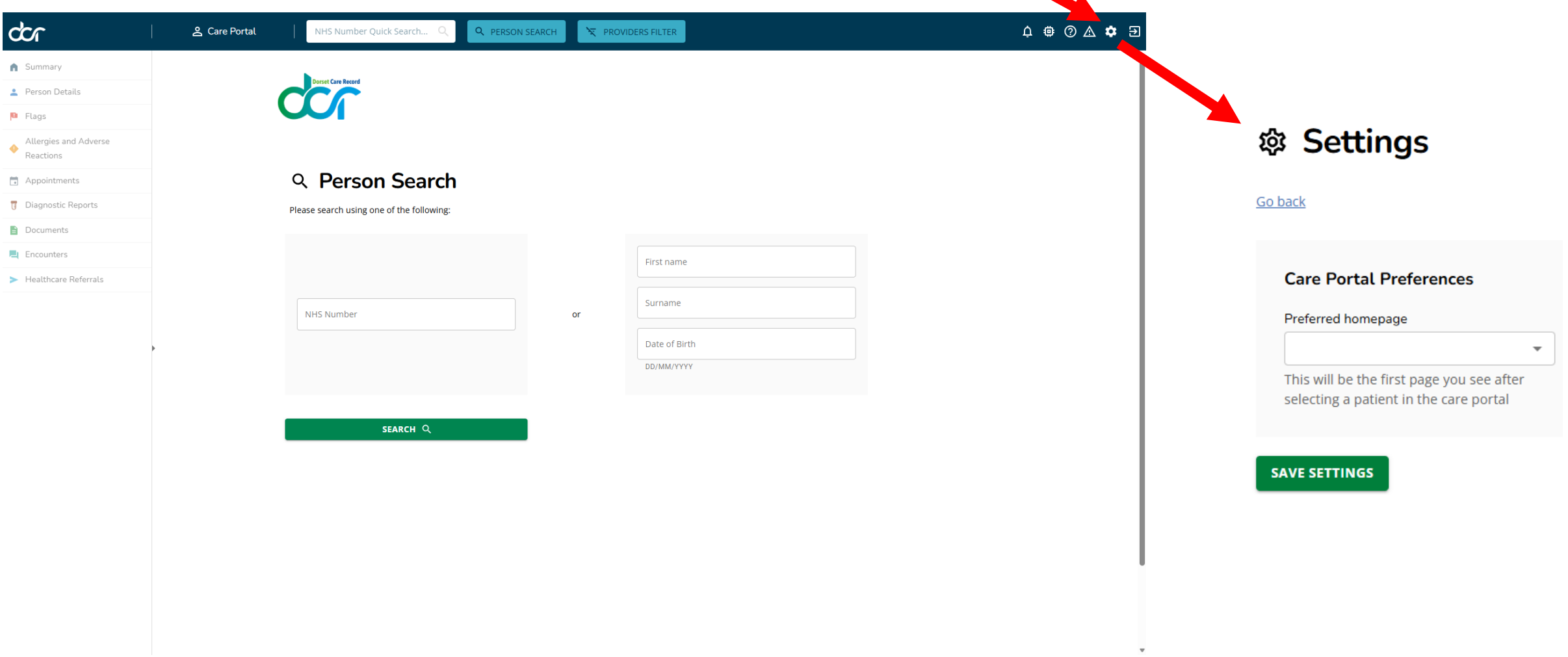
By entering the system, you confirm your acceptance of the terms and conditions above and you agree to be bound by them and the Computer Misuse Act 1990.

☐ I have read and understood the above disclaimer and I agree that by using this interweave portal I am aware of the contents of it and I agree to using the portal under the conditions stated.

At the bottom of the modal is a grey button labeled 'CONTINUE'.

DCR Portal: Person search landing page

You can set your own landing page to something different from the **Settings** icon.



The screenshot shows the DCR Portal interface. The top navigation bar is dark blue and contains the DCR logo, a 'Care Portal' link, a search bar, and buttons for 'PERSON SEARCH' and 'PROVIDERS FILTER'. On the right side of the navigation bar, there are several icons: a bell, a user profile, a circular arrow, a triangle, a gear (Settings), and a document. A red arrow points from the text 'Settings icon' in the preceding paragraph to the gear icon in the navigation bar. Another red arrow points from the gear icon to the 'Settings' section on the right side of the page.

Person Search

Please search using one of the following:

NHS Number

or

First name

Surname

Date of Birth
DD/MM/YYYY

SEARCH

Settings

[Go back](#)

Care Portal Preferences

Preferred homepage

This will be the first page you see after selecting a patient in the care portal

SAVE SETTINGS



Access further **support and information** from
<https://news.dorsetcouncil.gov.uk/dcr-staff-area/learning-resources/>



Disclaimer

The screenshots in this training guide are taken from a test system and as such may vary slightly to the live DCR system.

Screenshots in this training guide do not contain any real patient data.

Data provided by source systems is read-only in DCR. The DCR Partners apply various levels of restrictions and sensitivities within their own systems, and the DCR displays the data as provided by the Partners.

The demographics information in the DCR is provided by the PDS (Personal Demographic System)/NHS Spine system.