



Manchester University Foundation Trust

Hive Training

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What is Hive and Who needs it

Hive is a single patient record system used at Manchester Foundation Trust. Using a central patient record system allows for enhanced patient experience as it is accessible across all locations, therefore patients don't have to repeat information to members of staff.

Only Clinical members of staff need access to Hive, for NHSP this will cover the following staff groups:

Allied Health Professionals
Nursing and Midwifery
Additional Clinical Services

How to request Hive Training?

To request training on Hive, please contact MRI@NHSPprofessionals.nhs.uk

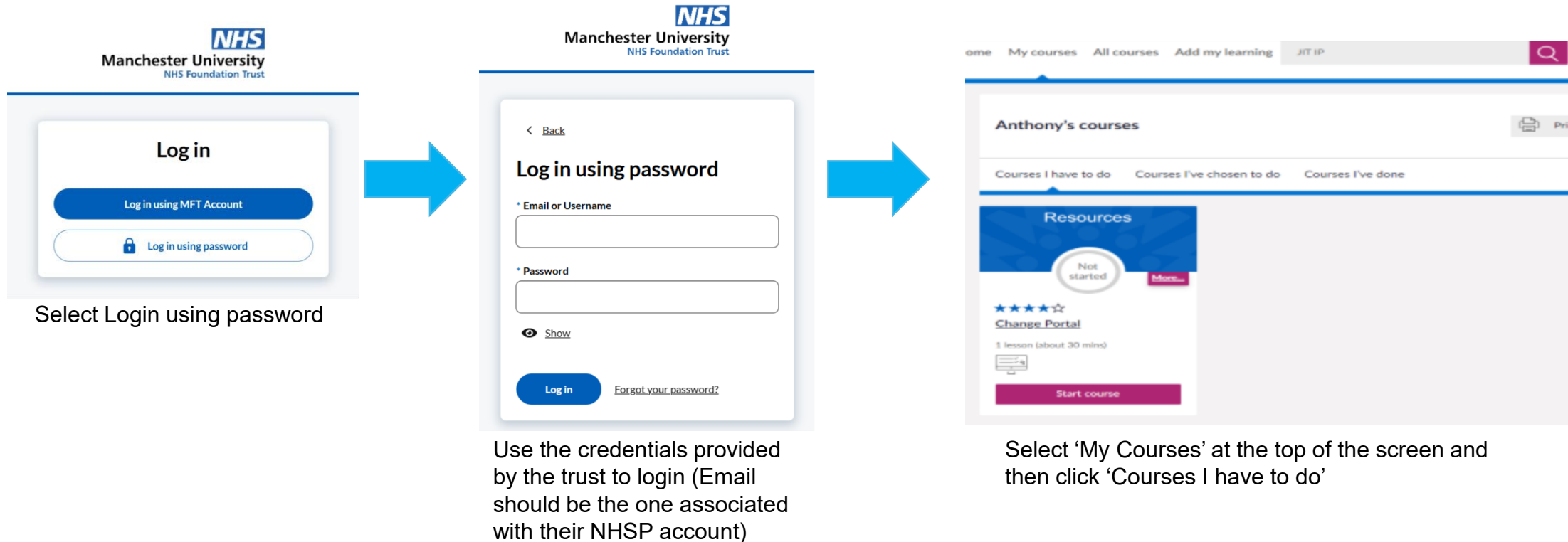
If the applicant is a student through Manchester Foundation Trust, they will be required to have two Hive accounts. One for whilst they are working in their Student capacity and one for whilst they're picking up additional shifts via NHSP.

We advise Students must use their personal email address when applying to NHSP to get their Hive training setup.

Hive Training Journey

NHSP Manchester Foundation Trust Local Team share Bank Member's details with the Trust's Learning Team twice a week, on a Monday and a Thursday.

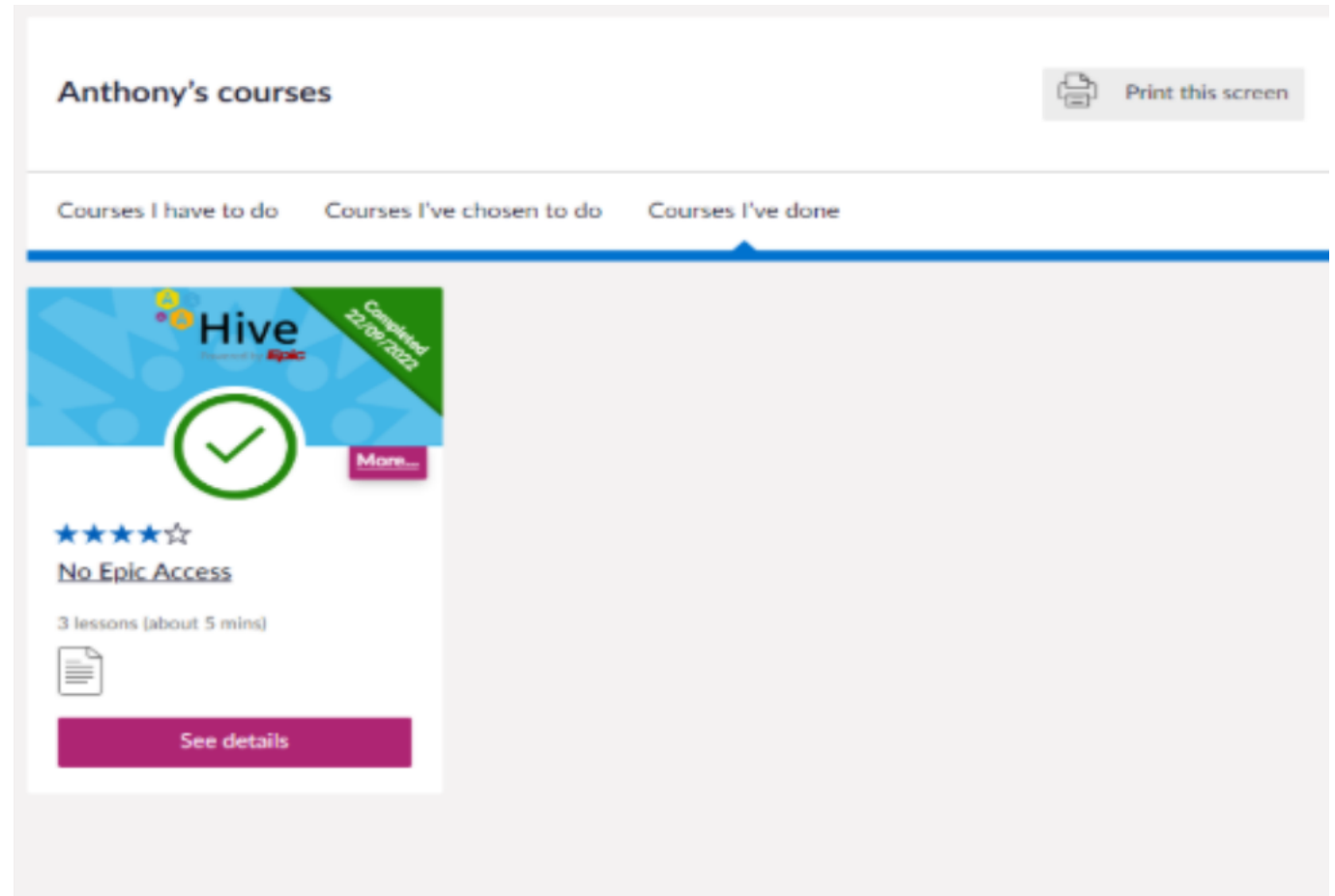
Once the Trust have received the information, it is actioned within 5 working days and they send the login details to the training portal, to the candidate email address (this may fall in junk or spam).



Hive Training Journey Continued

Once the Bank Member has completed their Hive training, they will be able to click the 'Courses I've Done' heading and see the completed module.

After completing the training a 'Live Login' will be sent to the Bank Member's email address which is what they will use when completing NHSP Shifts.



FAQ's

How long do Bank Member's have to complete their training?

A Bank Member's training account will be deactivated after 90 days; we encourage them to complete their training as soon as possible so they'll be able to pick shifts up sooner. If the Bank member has failed to complete their training within the 90-day period, they will need to email mri@nhsprofessionals.nhs.uk and we will contact the trust training team to get their training account re-activated.

What is the link to complete the training once I've received my login?

This will be sent on the email with their training login details

<https://mftlearninghub.kallidus-suite.com>

How soon will Bank Members receive their live login after completing the training?

Bank Members will receive their live login within 24 hours of completing the Hive training

What if the Bank Member's training password is no longer working?

Bank members will be able to go onto the training portal and press reset password

If the Bank Member has not received an email for the activation of their training account?

Please ensure they have checked their junk and spam boxes, searching for 'Kallidus' or 'Learning'. If not found please email MRI@nhsprofessionals.nhs.uk