Epilepsy12 Data Entry Platform

How to access the platform

28/11/2023

Getting Access - Leads

- If you are a Health Board/Trust designated lead, we have made your account for you.
  - If you have not been active on the Epilepsy12 platform within the past year, we did not migrate your account to the new platform.
  - You can reset your password to gain access to your account.

RCPCH

Getting Access – Non-Leads   https://e12.rcpch.ac.uk/

- If you are not a designated lead, your designated lead will need to make your account for you.
  - For more information, take a look at our guidance.
  - When your account is made, you will receive an email with a link to set your password. This link expires after 72 hours
  - If your link has expired, you can request a new link by resetting your password.

✶RCPCH

Logging in

- Access the platform here - https://e12.rcpch.ac.uk/

- Click the sign-in button at the top right of the screen

  → Sign in

- Enter your email, password, and complete the captcha.

- Enter your two factor authentication token. If it's your first time logging in, you will need to set up two factor authentication.

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Two factor authentication

- You have two options when setting up two factor authentication

- 1. Email - an email will be sent to you with a six digit code.

- 2. Authenticator app – the app will provide a six digit code that refreshes every 30 seconds.

RCPCH

Authenticator app

- To set up the authenticator app, follow the below guidance that appears on your screen. It will look like this:

Configure mobile app

Complete the following steps to configure your mobile app.

1. Install the Microsoft authenticator app for Windows Phone, Android or iOS.

2. In the app, add an account and choose "Work or school account".

3. Scan the image below.

Configure app without notifications

If you are unable to scan the image, enter the following information in your app.

Code: 857 634 999

Url: https://co1pfpad16.phonefactor.net/pad/648069390

If the app displays a six-digit code, you are done!

Next   cancel

RCPCH

Further guidance

We have created guidance on using the platform. Please read through it if you have any difficulties.

RCPCH

www.rcpch.ac.uk/epilepsy12

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epilepsy12@rcpch.ac.uk

@epilepsy_12