

Registering with the User Access System

To register with the UAS, go to

<https://useraccess.nhsns.scot.nhs.uk/>

Where you will find this window.

Look for the 'REGISTER' button
At the bottom right.

Click on this to take you to the 'REQUEST ACCOUNT'
page.

NHS
National
Services
Scotland

User Access System
Log In

Username *

Password *

Register Login

When the 'REQUEST ACCOUNT' page loads,
please supply as much information as you can
and then click on the 'SUMIT REQUEST' button,
at the bottom right.

Your request will now go to the Customer
Support Desk, for action.

Request Account

Title -select a title- +

First Name *

Surname *

Who do you work for? -select a place of work type- +

Organisation

Job Title

Email *

Confirm Email *

Work Phone *

Mobile

Cancel Submit Request

Next, the Customer Support Desk will send you two emails. One will contain confirmation of your Username and the other will contain a Temporary Password.

This Temporary Password must be changed to something of your own choice, before you use it.
To do this, go to this link:

<https://apps.nhsnss.scot.nhs.uk/DIS/loginT.do>

Log in, using the information that was sent you.

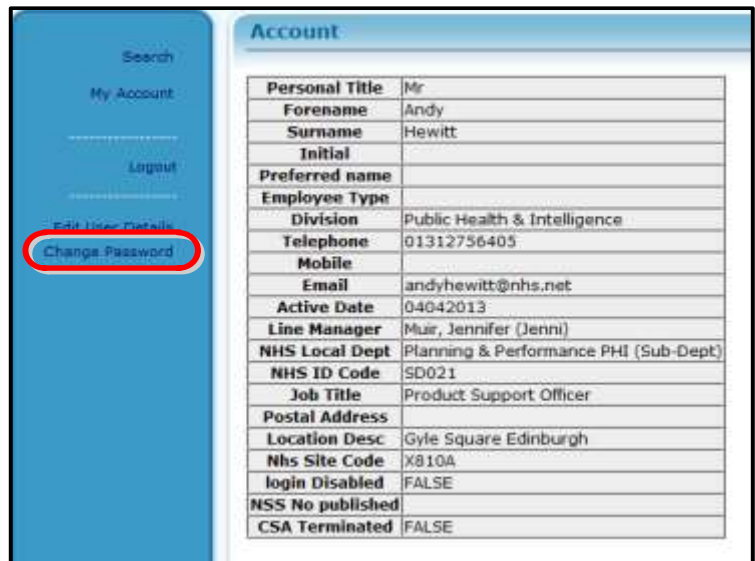


When presented with the menu, choose
'MY ACCOUNT'



This will present your 'ACCOUNT' screen and change your menu, to show:

'CHANGE PASSWORD'



When the 'CHANGE PASSWORD' screen becomes available, enter the password of your choice.
Please remember that you password is CASE SENSITIVE.

Save your password change and close DIS.

You should now be able to log in to the User Access System, to apply for access to ISD Products, here:

<https://useraccess.nhsnss.scot.nhs.uk/>

