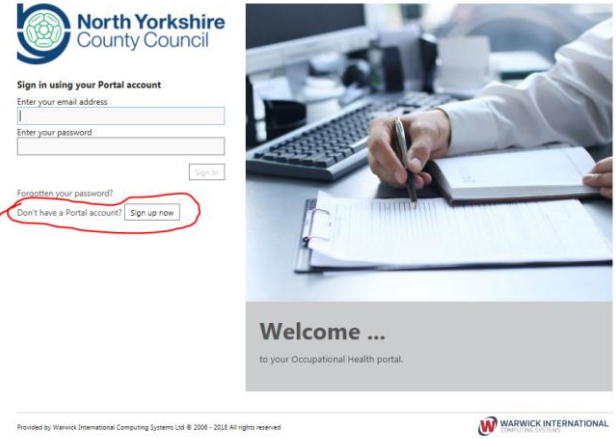




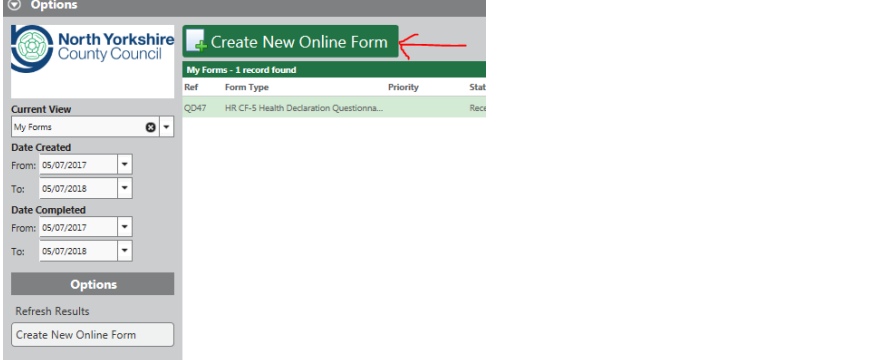

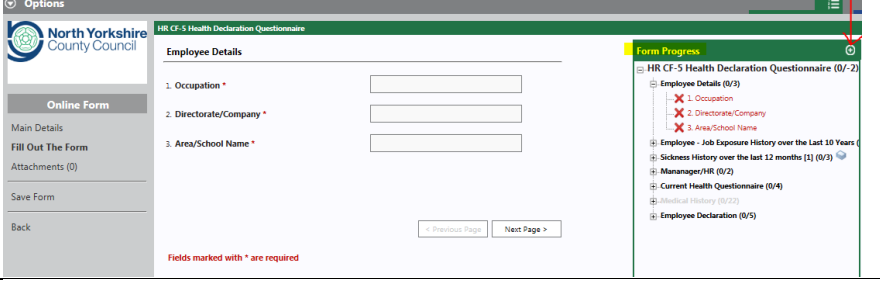
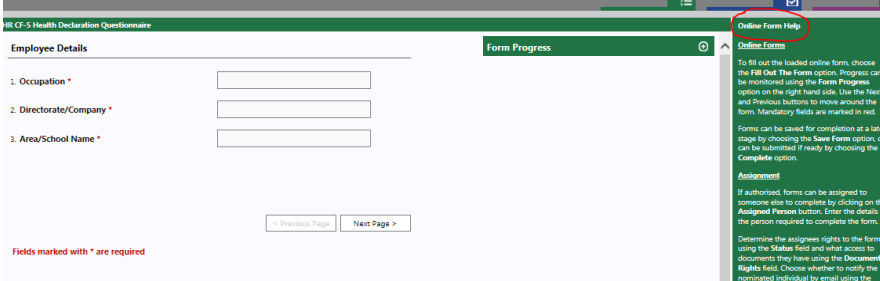
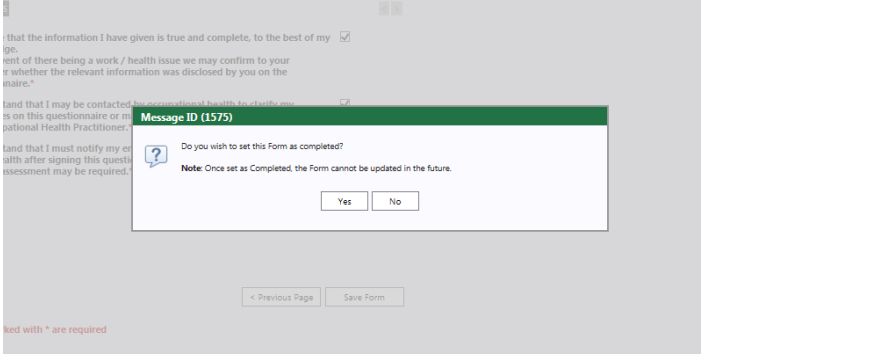
OH PORTAL

Guidance for registration – new employees

New employees to the Council, including schools, will be asked to complete a health declaration prior to the commencement of their employment. This is done through the online Occupational Health portal and the process for registering for this is detailed below. All information provided through the health declaration process will be treated in the strictest confidence.

Employee registration

<p>https://nycc.eopas.co.uk/</p>	<p>Use this link to access the OH Portal</p>
 <p>North Yorkshire County Council</p> <p>Sign in using your Portal account</p> <p>Enter your email address</p> <p>Enter your password</p> <p>Sign in</p> <p>Forgotten your password?</p> <p>Don't have a Portal account? Sign up now</p> <p>Welcome ... to your Occupational Health portal.</p> <p>Provided by Warwick International Computing Systems Ltd © 2006 - 2018 All rights reserved</p> <p>WARWICK INTERNATIONAL</p>	<p>Click "Sign up now" to register your details</p>
 <p>North Yorkshire County Council</p> <p>Create Your Portal Account</p> <p>Enter your email address</p> <p>Confirm your email address</p> <p>Enter your company reference M5007CCA</p> <p>Enter a password</p> <p>Confirm the password</p> <p>Select a security question to answer</p> <p>Enter your answer</p> <p>Enter the captcha text shown below</p> <p>Continue Cancel</p> <p>Provided by Warwick International Computing Systems Ltd © 2006 - 2018 All rights reserved</p> <p>WARWICK INTERNATIONAL</p> <p>Help ...</p> <p>To sign up, please enter your details in the fields opposite.</p> <p>Please ensure that your password includes a Capital Letter and a Special Character. This can include - / : ; \$ & @ ' - . , ? ! ' .</p> <p>If you have not yet been given a Company Reference number please contact us, as this is required to complete the Sign Up process.</p> <p>The answer to your Security Question will be required in the event that you need to reset your password.</p> <p>If you are unable to read the Captcha Text, please use the buttons provided to listen to, or reload the text.</p>	<p>After entering and confirming your email address use M5007CCA for the company reference.</p> <p>Your password should contain a capital letter, a number and a special character.</p> <p>The captcha text can all be lower case</p>  <p>press this refresh if you prefer an alternative captcha text option.</p>
<p>A verification email will be sent to the email address you have provided. Click the link in the email to verify your new account.</p>	
<p>COMPLETE HEALTH DECLARATION NEXT PAGE</p>	

DETAILS	Screen shot
<p>Once logged in to the Employee Portal you will see this screen</p> <p>Click on</p> 	
<p>To monitor your progress completing the form click the  on the Form Progress bar</p>	
<p>For general help see the green panel on the right.</p>	
<p>Please complete all mandatory fields and click Next Page to progress through the form</p>	
<p>Once on the final page please read each statement carefully and tick the boxes once you understand the statements (this is mandatory), then SAVE the form.</p>	
<p>To submit the form to Occupational health Click Yes and this will be sent to Occupational Health Click No if you want to amend your answers or re-visit the form at a later date.</p>	
<p>Form Status reads</p> <p>Ready for Review Received by OH New</p>	<p>Form Status results</p> <p>Form has been sent Form is being processed Form has not been sent</p>