

Pharmacy Upgrade Checklist

We are upgrading to GuildCare **NG**

For a preview, go to ng.guildcare.com.au

1 GuildCare users

It is important that you read and action this information.

GuildCare NG will have the same professional services programs as our current version and provide a faster, more intuitive user experience.

If you have any questions about this information, please ask your store Admin User:

(GuildCare NG Admin User In this Pharmacy)

2 When are we upgrading?

(Upgrade Date & Time)

IMPORTANT INFORMATION: From this date, our current GuildCare will no longer be available. You must ensure that you have familiarised yourself with the new cloud based GuildCare NG platform.

For security reasons, every user will have a unique email address and login passwords. You must ensure that you have your personal access details **BEFORE** the upgrade date.

Check your email for login details from GuildCare NG.

3 Things you need to do

- Allow yourself 20 minutes to watch training videos at ng.guildcare.com.au/training-videos; then
- Set your password (Please have your login details handy); and
- Make sure you know how to navigate the new user interface

(Training Dates)

4 Pharmacy user checklist (✓ when completed)

Username	Login Details Created	Training Videos Watched	Knows How To Navigate NG

(Additional Notes)