

How to log into the Quality website

Visit www.rnzcgp.org.nz/quality

Click on 'Practice Administration' button in top right hand corner.



This button will lead you to the Practice Administration sign in screen below.

Quality		The Royal New Zealand College of General Practitioners Te Whare Tohu Rata o Actearoa
<u>1 Back to Quality Website</u>		
	Practice Administration	
	Sign In	
	Username	
	Password	
	Keep me signed in	
	Eorgot username? I Eorgot password?	
	If you have not received your login details, please contact Quality.ttrnzcgp.org.nz.	

Your Username is your practice's HPI number. (HPI numbers can be found on the <u>Ministry of</u> <u>Health's Facility Code Table</u>.)

If this is your first time logging in, please contact the Quality Team at <u>Quality@rnzcgp.org.nz</u> to receive your initial password.

Enter your Username and Password and click 'Sign In'.

Quality	The Royal New Zealand College of General Practitioners Te Whare Tohu Rata o Aotearoa
1 Back to Quality Website	
	Practice Administration
Sign	ı In
	Username F45678-A
	Password
	Ceep me signed in Sign In
	Forgot username? Forgot password?
lf you h	ave not received your login details, please contact <u>Quality@mzcgp.org.nz</u> .

Once successfully logged in, you can view your Practice Administration credentials.

Ensure the recovery email is your practice's main point of contact.

If this is your first time logging in, we recommend changing the password the Quality Team has supplied you. Under 'Log in details', click 'Change password'. This will send a password reset link to the 'recovery email' allowing you to change the password.

If this is your first time logging in, you will see a 'Next' button. First time log in instructions will follow on the next page. Select 'Next'.

If you have already logged in and agreed to the Foundation Standard's Terms and Conditions, you will see a 'Go to Practice Administration' button. Refer to page 7 for further instructions.

Quality	The Royal New Zealand College of General Practitioners Te Whare Tohu Rata o Aotearoa
1. Back to Quality Website	
Practice Adminis	stration credentials
Practice Administration email This email address is used in the process of resetting a password so please ensure it is current. Edit Recovery email guality@mzcgp.org.nz	Log in details Current username is F45678-A <u>Change password</u>
	Next

This page is the Terms and Conditions for the Foundation Programme. If you are not authorised to agree to these on behalf of your practice, please close your browser. If you are authorised to agree to the Terms and Conditions on behalf of your practice, please continue.



You can read, download or print the Foundation Standard Terms and Conditions by using your mouse inside the black box where the information is displayed. To agree to the Terms and Conditions scroll down the page by using your mouse outside the black box. To agree to the Terms and Conditions click 'Edit'.

	The Royal New Zealand College of General Practitioners Te Whate Tohu Rata o Astearco Foundation
	He Kounga Tuapapa Foundation Standard TERMS AND CONDITIONS
	By clicking "Accept" you agree to be bound by these terms.
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heck the box, then save.	contrations to continue. If you agree to the terms and conditions please click of the edit button,
	Edit
Do you agree to the Terms and Conditions	No

A tick box will be displayed along with Save and Cancel buttons. Tick the box to agree to the Terms and Conditions.

	Return to Practice Administration Credentials
	The Royal New Zealand College of General Practitioners Te Whate Only Rate o Acteorce
	He Kounga Tuapapa Foundation Standard TERMS AND CONDITIONS
	U ulbang Accept fou egree to be obuild by these terms. 1. Terms
You must agree to the terms and check the box, then save.	conditions to continue. If you agree to the Terms and Conditions please click on the edit button,
Do you agree to the Terms and Conditions	Edit Save Cancel

After you tick the box, click 'Save'.

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	The Royal New Zealand
	Te Whare Tohu Rata o Aotearoa
	Foundation
	He Kounga Tuapapa Foundation Standard
	TERMS AND CONDITIONS
	By clicking "Accept" you agree to be bound by these terms.
	1. Terms
ou must agree to the terms and	conditions to continue. If you agree to the Terms and Conditions please click on the edit button,
heck the box, then save.	
Do you agree to the Terms and Conditions	Z Edit

After you have clicked 'Save', a new button will appear beside the 'Return to Practice Administration Credentials' button at the top of the page. Click 'Go to Practice Administration' to see your Practice details.

	Terms and Conditions for the Foundation Programme	
	Return to Practice Administration Credentials	
Foundation_Terms_and_Conditions.pdf	1/5	¢±ē
	The Royal New Zealand College of General Practitioners To Whate Tohu Rata o Actearoa	
	He Kounga Tuapapa Foundation Standard TERMS AND CONDITIONS	÷
	By clicking "Accept" you agree to be bound by these terms. 1. Terms	•
You must agree to the terms a check the box, then save.	nd conditions to continue. If you agree to the Terms and Conditions ple	ase click on the edit button,

Your Practice details will be displayed.

Please ensure that the data stored in your practice details is correct. You can update fields within this box by clicking 'Edit'. Some fields (such as your College ID and HPI ID) are not able to be edited.



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		Practice	Administration	
1 2 Details Finance Progra	3 mmes			
Please ensure your	Practice details are l	kept up to date		4 coulder op-
Practice Details			Edit	Unitry ENDORG
College ID	68241			
HPI ID	F5678-A			
Trading Name Test Quality Practice - Wellin	gton			ORNERSTON
Legal Name				Cornerstone Bronze
Previous Name				Tier Status Anniversary Date
Ownership Structure	Private	High Needs	Yes	
Name of Owner(s)	RNZGP	Very Low Cost Access	Yes	
РНО	Tu Ora Compass Health	Maori Health Provider	No	

- 1. Practice details tab
- 2. Finance tab where your invoices are stored
- 3. Programmes tab where you can access your assessments and guidance links
- 4. Seal reflecting your Cornerstone Tier Status and your Tier Status anniversary date

The Royal New Zealand College of General Practitioners