

GOSH Link Labs Quick Start Guide

Getting Started

GOSH Link is a tool that provides electronic lab result reports to external laboratories that submit specimens to Great Ormond Street Hospital.

How do I log in?

1. Open your web browser and go to <https://goshlink.gosh.nhs.uk/>
2. Enter the user ID and password that you received for GOSH Link.
3. If a Terms and Conditions page appears, read and acknowledge the agreement.

Terms and Conditions of Use

By using the EpicCare Link System users agree to abide by the terms and conditions:

This computer system is the property of GOSH. If you have not been expressly authorised to use this system you MUST log off NOW. Unauthorised use is a criminal offence under the Computer Misuse Act 1990.

Communications on or through GOSH's computer systems are monitored or recorded to secure effective system operation and for other lawful purposes.

By logging into this system you confirm that you are involved in the direct care of any patient whose record you might access.

Change your password

1. Go to **Menu > Settings > Change Password**.
2. Enter your old password, then a new password, and then your new password again.
3. Click **✓ Accept**.

Help and contact information

For help using an activity, click .

- If you forget your password or can't log in, call **0207 762 6717** or email GOSHLink@gosh.nhs.uk
- For all other issues, use In Basket to send a Customer Service Request.



In Basket > Customer Service Request

New Customer Service Request

Topic:

Summary:

Priority

- High
 Routine
 Low

Browser, system and connection requirements

You must use one of the following Internet browsers to access GOSH Link:

- Apple Safari 9 and any later versions
- Google Chrome 50 and any later versions
- Microsoft Internet Explorer 11
- Mozilla Firefox 45 and any later versions

On tablets, you must use iPad Safari or Android Chrome browsers.

GOSH Link requires a minimum screen resolution of 1024x768 pixels. We recommend that you use a high-speed Internet connection to achieve the best system speed and performance.

In Basket - Viewing Results

When you log in to GOSH Link, navigate to the In Basket either in the header toolbar or on the home page.



Your results folder will appear in the left pane. If you have new messages, the folder title appears in bold, and the number of new messages appears in parentheses next to the folder name. If you have a new high-priority message, the folder appears with a red arrow.

View a message

1. Select the Results folder.
2. Select a message to read its contents.
3. In the bottom pain, choose the 'More Info' Report.

The screenshot shows the 'My Messages' interface in GOSH Link. The top navigation bar includes 'My In Basket', 'My Messages', and 'Results'. The left sidebar shows a list of message folders, with 'Results (41)' selected. The main area displays a list of messages with columns for Priority, Indicator, Visit Date, Patient, Age, and Test. The selected message is from 11/01/2019, patient BEAKER, Matt, with the test 'QUANTIFERON TB'. Below the list, there are buttons for 'Result' and 'More Info', with 'More Info' highlighted in yellow. The detailed view of the 'Quantiferon TB' result shows the status as 'Final result', specimen information as 'Blood, Venous', and a table of results. A yellow banner indicates 'Newer results are available.' The table lists 'Quantiferon TB Gold' as positive, and 'TB Specific Antigen 1 - Nil' and 'TB Specific Antigen 2 - Nil' as nil. The 'Mitogen Nil' result is also nil. The interface includes links for 'Order Details', 'View Encounter', 'Lab and Collection Details', 'Routing', 'Result History', and 'Collection Information'. At the bottom, there is a 'Recipient List for Orders' table.

Sent	From	To	Cc'd	Forwarded To	Results
11/1/2019 13:58	Lab, Background User	Ecl Chelsea And Westminster Submitter			Quantiferon TB [1142433]

Search for a message

1. Click  **Search**.
2. Enter as many search criteria as you want and click  **Search**. You can search by patient, message type, status, recipient, priority, date, or any combination of these.
3. To return to your normal In Basket view, click **My In Basket**.

Print multiple messages at once

If you are working with a paper system, you can print multiple In Basket messages to keep on file. Note that you can print multiple messages at once only for certain message types.

1. Select the folder containing the messages that you want to print and select the check boxes next to the messages that you want to print.
2. Click  **Print Selected**.
3. Select the right print settings and print the messages.

View messages you've sent

1. Select the **In Basket** tab and click **My Out Basket**.
2. Select a message type and then select a particular message to view it.
3. To return to your In Basket, click **My In Basket**.

How do I log out?

To maintain patient confidentiality, you need to log out or secure your screen when you are done working or have to leave the computer for any reason. There are two ways to do this:

- Click  Log Out. The next time you log in, you are directed to your start page.
- Secure the computer by going to Menu >Secure. When you log back in, you return to the same activity that you were using before you secured the screen.