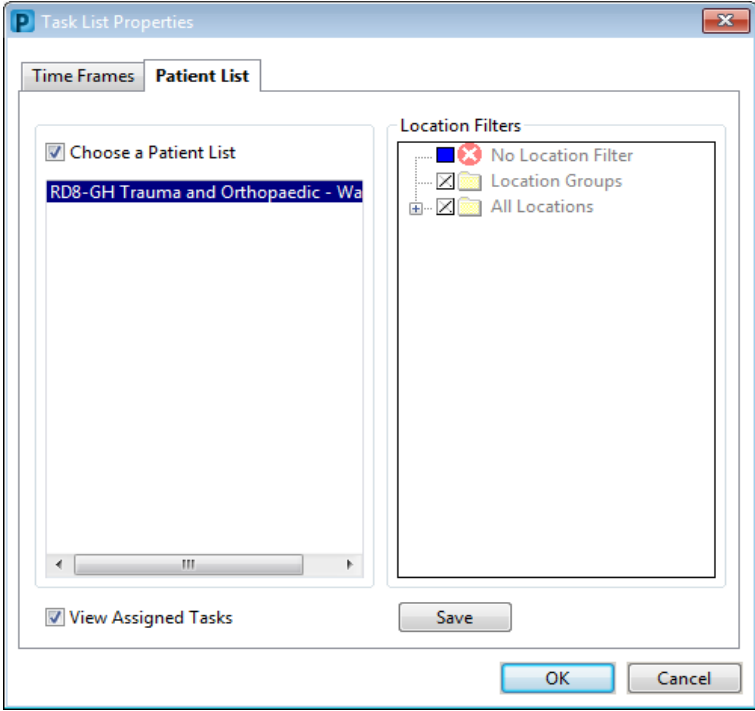


SETTING UP MPTL LIST FOR SAFEGUARDING TEAM

1.	From PowerChart, click on MPTL in the tool bar.
2.	Click on Safeguarding Alerts tab Safeguarding Alerts – right click over the grey ribbon 'Assigned Task' and select 'Customise Patient view'.
3.	Select radio button 'Choose your patient list' Milton Keynes General Hospital & OK. 
4.	Click on Safeguarding Cases tab Safeguarding Cases – repeat steps 2,3 & 4.
5.	All referrals to MKUH Safeguarding Team Informed will be visible in the Safeguarding Alerts tab.