



# HUC

Pharmacy services booking into  
St Albans Integrated Urgent Care Hub  
User Guide


October 2023

# Booking into St Albans Integrated Urgent Care Hub

Adastra Web Access URL: <https://huc111.advhc.net/AWA/login.aspx>

Link is accessible through web browsers, Microsoft Edge or Chrome

Please enter the User name and Password unique to your Pharmacy (The details will be provided by HUC)



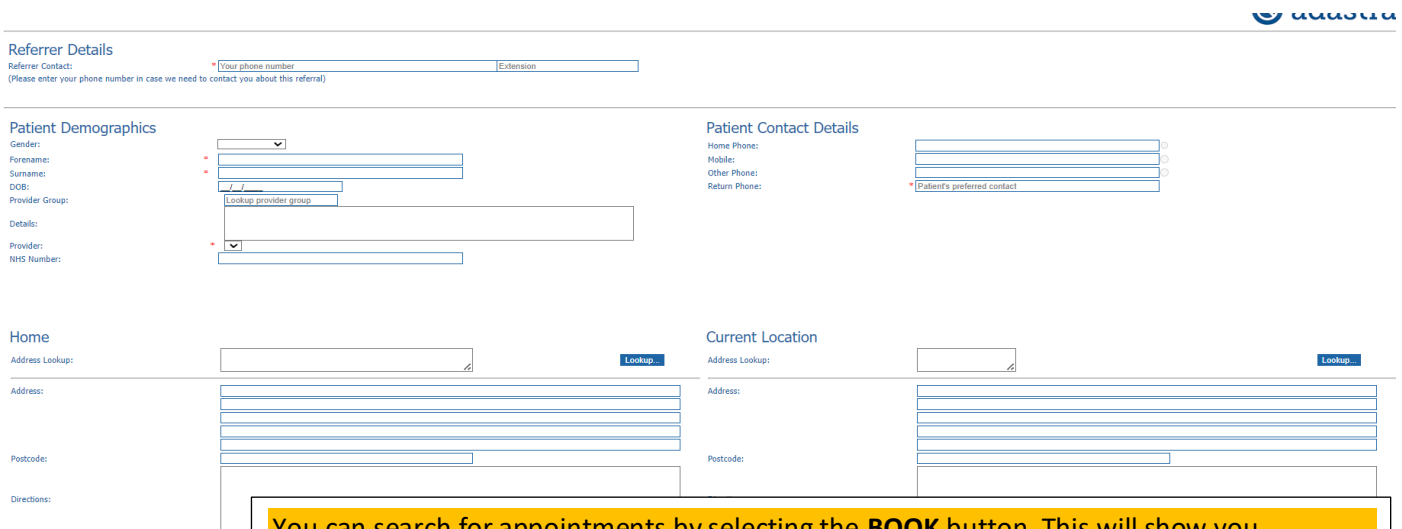
Computer Misuse Act 1990 - Unauthorised access to this system is an offence

On the home screen you will see the below options. Please ensure you select the correct Case entry dependant on if the case is an Injury or Illness referral. GP appointments are available but limited. Surge Illness/injury appointments are for overflow utilisation.

## Welcome Test Surgery Web Access

- Minor Injury Case Entry
- Minor Illness Case Entry
- GP Appointments
- Surge Illness/Injury Case Entry
- Change Password
- Log Off

Once you have selected from the above, the referral page will open where all patient demographics need to be entered.



Appointment  
Book

You can search for appointments by selecting the **BOOK** button. This will show you appointment available to book. You can use the back button on the browser to return to the other appointment schedules to search a suitable appointment. Once an appointment has been agreed you can start to enter all the patient demographics.

Provider group is the patient's registered surgery.

The screenshot shows a multi-section form for patient registration. The sections include: Referrer Details (with a phone number field), Patient Demographics (with fields for Gender, Forename, Surname, DOB, Provider Group, Details, Provider, and NHS Number), Patient Contact Details (with Home, Mobile, Other, and Return phone fields), Home (with Address, Postcode, and Directions fields), and Current Location (with Address, Postcode, and Directions fields). A 'Book' button is visible under the Appointment section. A 'Symptoms' text area is located below the appointment section. A yellow callout box points to the 'Provider Group' field with the text 'Provider group is the patient's registered surgery.' Another yellow callout box points to the 'Current Location' section with the text 'Please enter your Pharmacy details in the current location'. At the bottom of the form are 'Add' and 'Cancel' buttons.

Please enter your Pharmacy details in the current location

Further down the page you will be able to Book the appointment. Appointments can be booked same day or one day in advance.

The appointment will only show you the LIVE available appointment times at St Albans.

This screenshot shows the 'Appointment' section with a 'Book' button and a 'Symptoms' text area. A yellow callout box points to the 'Symptoms' area with the text 'Please document the reason for the referral here'. Below this, another yellow callout box points to the 'Add' button with the text 'Select Add to confirm the referral.' 'Add' and 'Cancel' buttons are visible at the bottom of the section.

Select Add to confirm the referral.

You will get a confirmation message as below and an Adastra Case number for your reference.

### Case Entry Complete

The details for 'Test Test' have been successfully recorded. Your case id is '8296016'.

[Main Page](#)

## HUC Contact details

- Forgot User name and Password please email [transformationteam@huc.nhs.uk](mailto:transformationteam@huc.nhs.uk)
- Aadastra Web Access issues / Support please email [transformationteam@huc.nhs.uk](mailto:transformationteam@huc.nhs.uk)
- Patient Referrals to the UCC- [stalbans.utc@nhs.net](mailto:stalbans.utc@nhs.net) or **01727 897715**
- **Patients' appointment location**
  - Integrated Urgent Care Hub
  - St Albans City Hospital
  - WAVERLEY ROAD, ST ALBANS
  - AL3 5PN