

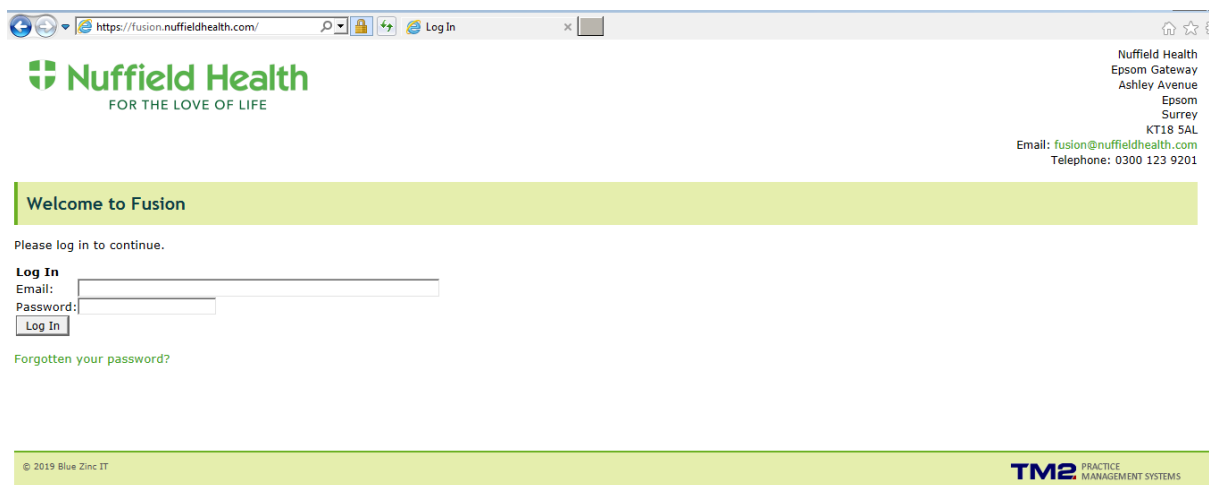
# Fusion Work List Portal Setup

## What is the Fusion Work List Portal?

The Fusion Work List Portal allows you to receive patient referrals from Nuffield Health and will provide you with their referral information. You will also need to use the portal to submit reports to Nuffield Health following Initial Assessment, Discharge and any requests for additional treatment. As billing is based on the submission of reports you will also have access to invoicing information via the portal.

## What do I need to do to setup my account?

1. Contact our Fusion support team by e-mail [fusion@nuffieldhealth.com](mailto:fusion@nuffieldhealth.com) or by phone 0300 123 9201 and request for your clinic to be setup on the system
2. You will then receive a temporary password via e-mail from [Fusion@nuffieldproactive.com](mailto:Fusion@nuffieldproactive.com)
3. Select this link **Fusion Work List Portal** which will take you to the main login page (as seen below) for the portal. *(If this link doesn't work enter the following web address into your internet browsers search bar [www.fusion.nuffieldheath.com](http://www.fusion.nuffieldheath.com))*



https://fusion.nuffieldhealth.com/ Log In

**Nuffield Health**  
FOR THE LOVE OF LIFE

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KT18 5AL  
Email: [fusion@nuffieldhealth.com](mailto:fusion@nuffieldhealth.com)  
Telephone: 0300 123 9201

**Welcome to Fusion**

Please log in to continue.

**Log In**

Email:

Password:

[Forgotten your password?](#)

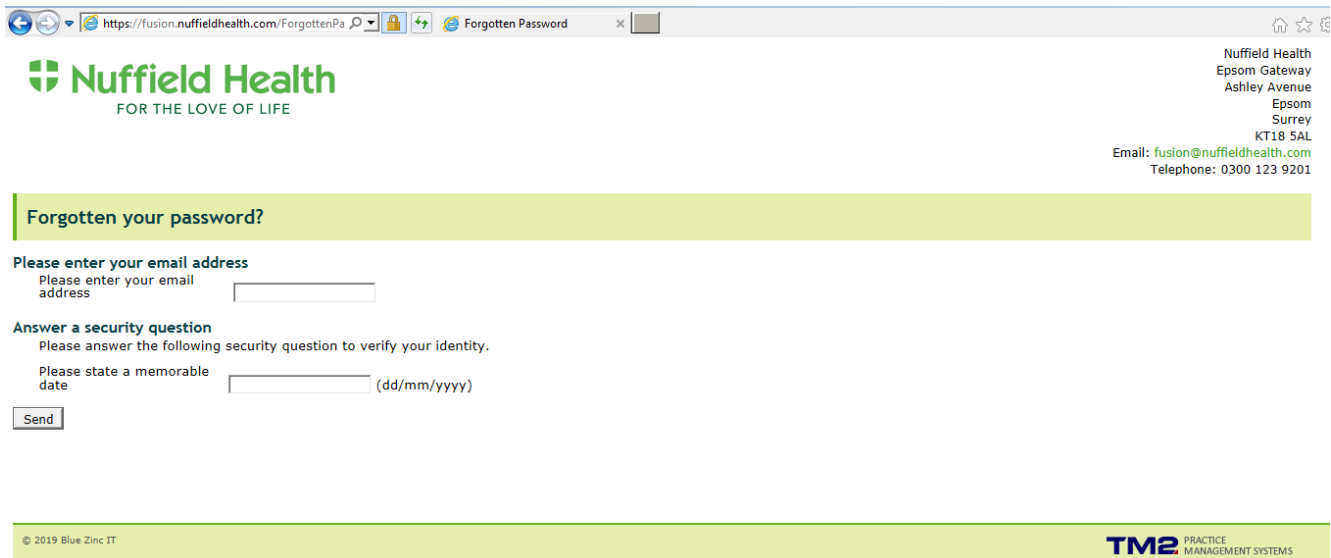
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4. Enter your own e-mail address – this section is case sensitive so please ensure it is entered as it appears in your e-mail address setup
5. Enter the temporary password you received from [Fusion@nuffieldproactive.com](mailto:Fusion@nuffieldproactive.com) exactly as it appears in the e-mail
6. Select Login
7. You will then be presented with a message asking you to create a new password and setup memorable questions, please follow the next steps under 'Forgotten Password' to do this.

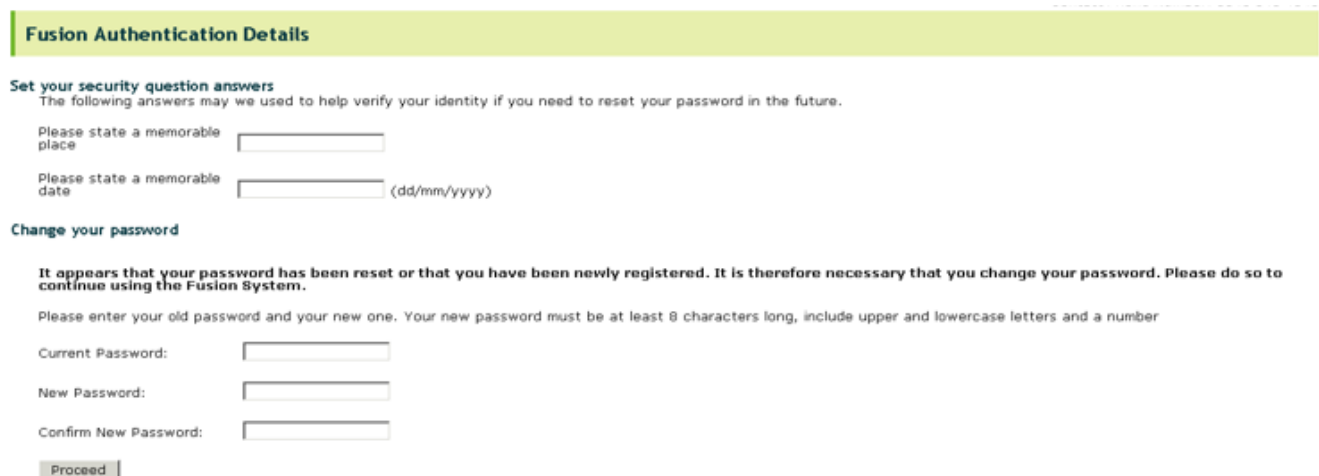
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|---|-------------------------|--------------|-------------|
| Document Title: Fusion Work List Portal Setup   |                         |              |             |
| Document classification: Restricted to Nuffield Health Fusion Network Clinics                         |                         |              |             |
| Document Authors: Chris Drinkall – Quality Manager Physiotherapy; Kerrie Popham – Fusion Network Lead |                         |              |             |
| Approved by: Physiotherapy EAG  |                         |              |             |
| Issue date: May 2019  | Review date: April 2021 | Version: 0.1 | Page 1 of 3 |

## What do I need to do if I have forgotten my password?

1. Select 'Forgotten your password?' on the main login page which will take you to the below screen:



2. Enter your e-mail address and memorable date
3. Select 'Send' which will send a temporary password through to the e-mail address entered
4. Once you have received the temporary password please return to the main login page
5. Enter you e-mail address and temporary password from the e-mail
6. You will now see the following screen:



7. Answer all of the above questions, please note that your current password will be the temporary one that you have received via e-mail

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8. Your new password will need to be a minimum of 8 characters long, include both uppercase and lowercase letters and a number (*Example: Fusion2019*)
9. Select 'Proceed'
10. You will see this message on your screen:

#### Fusion Authentication Details

##### Activate your account

Your fusion account now requires activation. Please call the number designated for activation as mentioned in your Fusion pack.

[Return to the login page](#)

11. Please remain on this screen and contact the Fusion Support Team to activate the account

**If you require additional support with any of the above please contact the team, they are available Monday to Friday between 8am-6pm**

**E-mail [fusion@nuffieldhealth.com](mailto:fusion@nuffieldhealth.com)**  
**Phone [0300 123 9201](tel:03001239201)**

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