

Primary Care Systems Training Schedule

The Primary Care Systems Training team offer SystmOne and EMIS Web courses, delivered via Microsoft Teams. Please see below the training schedule for **January and February 2026**.

The below courses can be booked via the [NWL Learning Hub](#).

| January 2026 | | | |
|---------------|---|------------|---------------|
| | Course Name | Date | Time |
| | SystmOne Reporting - Basic & Advanced | 30/01/2026 | 10:00 - 13:00 |
| | SystmOne for Clinical Staff | 15/01/2026 | 10:00 - 13:00 |
| | NEW SystmOne Advanced Configuration | 22/01/2026 | 10:00 - 12:00 |
| | NEW SystmOne Basic Configuration | 16/01/2026 | 13:30 - 14:30 |
| | SystmOne - QOF Management | 19/01/2026 | 12:30 - 14:30 |
| | SystmOne Communication Annex | 23/01/2026 | 12:00 - 14:00 |
| | SystmOne Document Management (Scanning) | 23/01/2026 | 10:00 - 12:00 |
| | SystmOne GP2GP | 29/01/2026 | 11:00 - 12:30 |
| | SystmOne ICE Training | 29/01/2026 | 11:00 - 12:00 |
| | SystmOne Airmid | 28/01/2025 | 11:00 - 12:00 |
| | EMIS Web for Beginners | 14/01/2026 | 10:00 - 13:00 |
| | EMIS Web for Clinical Staff | 16/01/2026 | 10:00 - 13:00 |
| | EMIS Web Introduction to Searches & Reports | 15/01/2026 | 10:30 - 12:00 |
| | EMIS Web e-RS Referral Worklist Training | 12/01/2026 | 10:00 - 12:00 |
| | Emis Web QOF Management | 12/01/2026 | 12:30 - 14:30 |
| | EMIS Web ICE Training | 22/01/2026 | 13:00 - 14:00 |
| February 2026 | | | |
| | Course Name | Date | Time |
| | SystmOne Reporting - Basic & Advanced | 12/02/2026 | 10:00 - 13:00 |
| | SystmOne for Beginners | 04/02/2026 | 10:00 - 13:00 |
| | SystmOne for Clinical Staff | 06/02/2026 | 10:00 - 13:00 |
| | NEW SystmOne Tasks and Messaging | 11/02/2026 | 13:00 - 14:00 |
| | SystmOne Administrators – EDI Links | 13/02/2026 | 11:00 - 13:00 |
| | SystmOne Registration & Demographic Details | 19/02/2026 | 10:00 - 12:00 |
| | SystmOne E-RS Training (Referrals) | 20/02/2026 | 10:00 - 12:00 |
| | SystmOne E-RS Worklist Training | 20/02/2026 | 10:00 - 12:00 |
| | NEW SystmOne Appointment Invitations | 26/02/2026 | 10:00 - 12:00 |
| | SystmOne Coding | 09/02/2026 | 13:00 - 15:00 |
| | SystmOne Appointment Setup & Configuration | 26/02/2026 | 10:00 - 11:00 |
| | SystmOne Appointment Skill | 23/02/2026 | 11:00 - 12:00 |
| | SystmOne - QOF Management | 26/02/2026 | 12:30 - 14:30 |
| | EMIS Web for Beginners | 02/02/2026 | 10:00 - 13:00 |
| | EMIS Web for Clinical Staff | 05/02/2026 | 10:00 - 13:00 |
| | EMIS Web Introduction to Searches & Reports | 11/02/2026 | 10:30 - 12:00 |
| | EMIS Web Setting up the Appointment Book | 06/02/2026 | 13:30 - 15:00 |
| | NEW EMIS Web Coding | 27/02/2026 | 10:00 - 11:30 |
| | EMIS Web e-RS Training (Referrals) | 26/02/2026 | 11:00 - 12:30 |
| | Emis Web QOF Management | 23/02/2026 | 12:30 - 14:30 |

NWL Learning Hub Navigation Training

This course is for anyone that would like to learn how to navigate around the NWL Learning Hub platform.

| Course Name | Date | Time |
|---|------------|---------------|
| NWL Learning Hub Training | 19/01/2026 | 11:00 - 12:00 |
| NWL Learning Hub Training | 09/02/2026 | 11:00 - 12:00 |

Additional Training

NHS App Training

Want to know how the NHS App works, its key features, how to support patients in using the NHS App, and the benefits to both patients and your practice, join our NHS App Training. Suitable for all staff working in general practice.

| Course Name | Date | Time |
|----------------------------------|------------|---------------|
| NHS App Training | 22/01/2026 | 13:00 - 14:30 |
| NHS App Training | 27/02/2026 | 12:30 - 14:00 |

Transgender Healthcare Training

Dr Joanna Lovett will be hosting Transgender training sessions for Clinical and Non-Clinical staff. This training will be to help improve primary care staffs knowledge and understanding of gender dysphoria, transgender and non-binary healthcare. The sessions are split into two 90 minute sessions.

To book your place on the training session and to find further information, please click on the relevant link below:

- [Transgender Healthcare for Clinical Staff](#)
- [Transgender Healthcare for Non Clinical Staff](#)

Any queries regarding the training please contact Dr Joanna Lovett - joanna.lovett1@nhs.net and if you have any queries regarding booking the sessions on the Learning Hub, please contact the IT service desk - nhsnwl.servicedesk@nhs.net.

| Transgender Healthcare for Non Clinical Staff | | |
|---|------------|---------------|
| Course Name | Date | Time |
| Session 1 - Transgender Healthcare for Non Clinical Staff | 16/03/2026 | 12:00 - 13:30 |
| Session 2 - Transgender Healthcare for Non Clinical Staff | 26/03/2026 | 12:00 - 13:30 |

| Transgender Healthcare for Clinical Staff | | |
|---|------------|---------------|
| Course Name | Date | Time |
| Session 1 - Transgender Healthcare for Clinical Staff | 09/02/2026 | 12:00 - 13:30 |
| Session 2 - Transgender Healthcare for Clinical Staff | 16/02/2026 | 12:00 - 13:30 |

Support

If you require further training sessions or on any other areas of the clinical system, please log a call with the IT service Desk and one of the Primary Care System teams will be in touch to arrange the training. Service Desk, please contact:

Telephone Number: 0203 350 4050 or **Email:** nhsnwl.servicedesk@nhs.net
NWL Learning Hub - <https://www.nwllearning.nhs.uk>