CWPT Registration and Booking Platform for The Oliver McGowan Mandatory Training

User Guide for Tier 2

This is the training structure which is in 2 parts.

Part 1 elearning session can be accessed here: https://portal.e-lfh.org.uk/
You must complete the elearning session before registering and completing the Tier 2 training

Please see below link and guide on how to access the Oliver McGowan Training Booking Platform.

Tier 2:

https://olivermcgowan.covwarkpt.nhs.uk/identity/Account/Registration?tier=cca0b20e-6ccd-4b1b-9f34-16c5b0f435de

You will then be redirected to the Oliver McGowan Training Booking Platform where you will need to register.

How to register for the Oliver McGowan Mandatory Training Platform

Step 1

Complete the fields in the registration form. You must complete all fields marked with a *.

Register

Register an account on the Oliver McGowan Mandatory Training Platform

Email Address *

> Enter your organisation email address...

Mobile Number

> Enter your mobile number...

Forename *

> Enter your legal forename...

Surname *

> Enter your legal surname...

Staff Group *

> Select your staff group

Do you require any reasonable adjustments? i.e. any changes which we can practicably put in place to make the training as accessible as possible. For example, we can provide you with printed course material, or offer additional movement breaks. *

◉ Yes   ○ No   ○ Prefer not to say

Please provide information on the reasonable adjustments you require*

> Require wheelchair access to venue

If you wish to discuss any reasonable adjustments, please contact us on:
OliverMcGowanMandatoryTraining@covwarkpt.nhs.uk

Step 2
Once the fields have been filled in, click the **'Register'** button at the bottom of the page.

Please provide information on the reasonable adjustments you require*

> Require wheelchair access to venue

If you wish to discuss any reasonable adjustments, please contact us on:
OliverMcGowanMandatoryTraining@covwarkpt.nhs.uk

Register
Back to login

If your registration is successful, you will be taken to the below page:

Registered successfully

You have successfully registered and your account has been created.
An email has been sent to you with a link to set your password.

Back to login

Step 3

You will receive an email with a link to create your account. **This link is only valid for 72 hours.**

If you do not create your account within that time, you will need to contact an administrator to resend the email. See Section 12.2 for resending an email.

Click the '**Setup your account'** button in the email.

Oliver McGowan Mandatory Training Platform

NHS
Coventry and
Warwickshire Partnership
NHS Trust

Account created

You have had an account created for you on Oliver McGowan Mandatory Training Platform.

Click the button below to confirm your account and set your password.
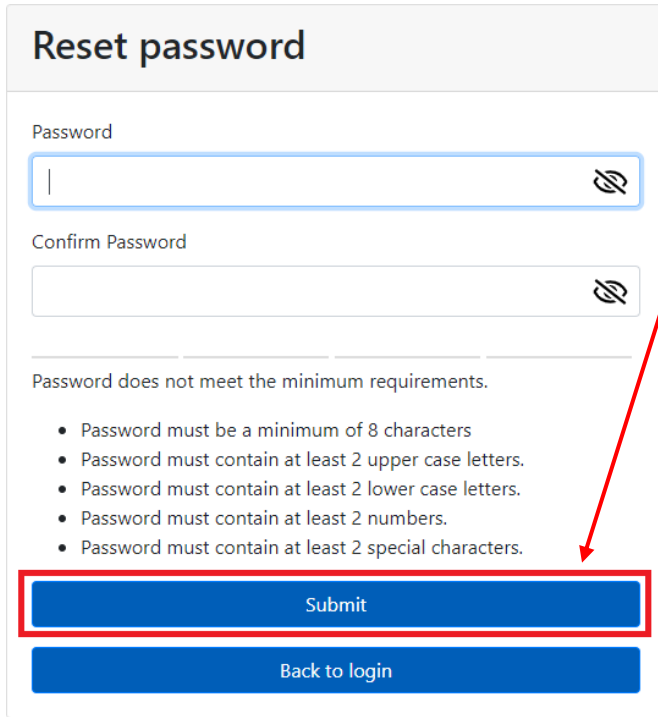
Setup your account

If nothing happens when you click the button, try this link instead. You might need to copy and paste it into your browser:

https://localhost:7108/account/resetpassword?email=
duttongeorge13@gmail.com&token=CfDJ8LGQI8-
LXnNFmWs6mNWcXh1mSuru92uOZGbHp
Nvc3IsFhTpFdWKCAx5OoEvFT-VuERWasjXQarP_TEWXUUy-iZ_
g8h0S3s0IQAd8QcKhmfw1x_prb1nZwE2rIsJ5gqMNxiUQ2dwrzdgz
bIjBeWYdB8EfabVmMDf0wnvJpkWgev
xYG2pTl0h1Ynqkx6BeqxoTMazoNeAs0NN-x7h9VoLV5-
tJOPBOY01FNQTUaKpa4Cyi&new=true

Step 4
You will need to set a password for your account. This must be at least 8 characters long and contain two upper case letters, two lower case letters, two numbers and special characters such as an exclamation mark.

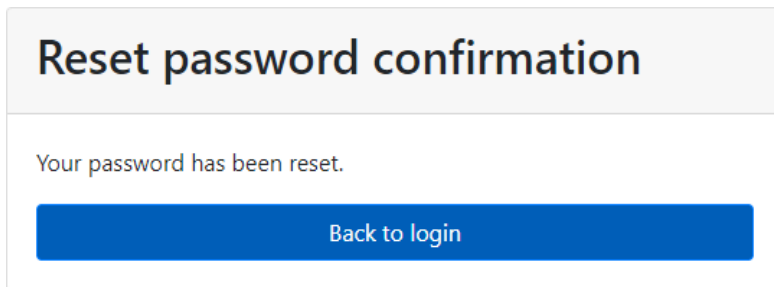Once you have entered your password, click the **'Submit'** button.

If your password meets the requirements, you will be taken to the below page.

Your account has been created successfully and you can now log in to the Oliver McGowan Mandatory Training Platform.

How to login to the Oliver McGowan Mandatory Training Platform

Step 1
Open your Internet browser and navigate to the following URL:
https://olivermcgowan.covwarkpt.nhs.uk/

Step 2
This will take you to the login screen below.

If you are a CWPT user, click the **'Login with your CWPT account'** button.
If you are a non-CWPT user, enter your email address and password and click the **'Login'** button.

Login

Username *

| Email address |

Password *

| Password   👁̸ |

☐ Remember My Login

| **Login** |

I've forgotten my password

――――――― or ―――――――

| Login with your CWPT account | ⟵――――――― **CWPT staff only**

Once you have accessed the Oliver McGowan Training Booking Platform you will then be able to see all available training dates.

Please keep checking the system for new training dates if none are available.