

MICROSOFT 365 FEATURES & BENEFITS



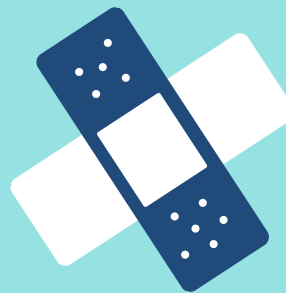
The provision of Microsoft 365 NHS Wales email and access to Teams Lite is a significant enabler for further developments to support the work of community pharmacy teams.

Once fully migrated community pharmacy teams will benefit from the many features of Microsoft 365 including:



1 OUTLOOK EMAIL

Users will have their own NHS Wales email address. Emails can be sent securely between NHS Wales email accounts (those ending in @wales.nhs.uk), including emails containing patient identifiable information e.g. scanned urgent prescription requests.



2 NHS ALERTS

Users will receive updates directly from the electronic NHS Wales alerts service (ENAS) ensuring important patient safety and service updates are received by pharmacists and pharmacy technicians.



3 NHS WALES GLOBAL ADDRESS BOOK

You'll be able to view the NHS Wales Global Address Book to communicate directly with other NHS Wales colleagues, contractors and services e.g. outpatient departments/hospital clinics.



4 CHOOSE PHARMACY REMOTE ACCESS

Pharmacists will be able to remotely access the Choose Pharmacy application, enabling pharmacy teams to work more flexibly in delivering services e.g. offsite influenza vaccination clinics.



5 MICROSOFT 365 TEAMS LITE

Teams Lite has the functionality which can allow users to:

- Send instant messages to other Teams users
- Make internal audio/video calls using Teams
- Setup audio and video conference meetings
- Talk to and collaborate with colleagues from different organisations e.g GP practices, clusters and secondary care colleagues
- Create a Teams 'site', and collaborate among a team using persistent chat features



6 OUTLOOK CALENDAR

This is the scheduling component of Outlook that is fully integrated with email, contacts, and other features. You will gain the benefits of Teams and Outlook calendar integration, allowing you to access and schedule meetings with ease.

7 MICROSOFT STREAM

Stream is a video service that allows users to create, share and interact with videos across your organisation. Recordings, meetings or training sessions can be shared with individual colleagues or wider teams to aid collaboration and learning.

