MEDICINE➕HUB

Quick Start Guide for Farmers

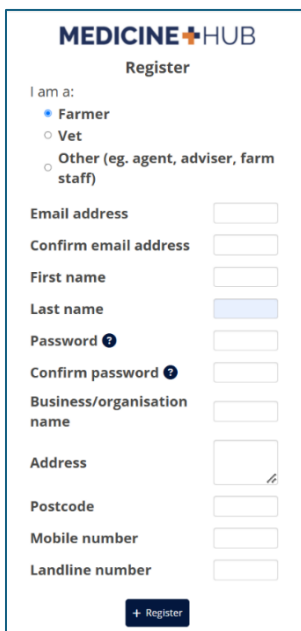## Contents

1. **What you need to get started**

   1.1. County Parish Holding Number (CPH) and Herd/Flock numbers.

   1.2. If entering data for cattle you will need your CTS web service user ID and password to link to your CTS account*

   1.3. Details of medicines used during the year.

   1.4. Animal population – this is entered after all medicines when submitting a completed medicines return.

   - *This can take up to 14 days to arrive from BCMS and they are the same credentials you use to link your farm management software to CTS.

2. **Registration & Logging in**

   2.1. Go to https://www.medicinehub.org.uk and **click on** the 'Register' button in the top right corner:

   2.2. **Select** the option for **Farmer**:

   • A pop-out box with required information will appear. All the fields need to be completed prior to moving on to the next stage, a mobile number is required in case we need to contact you:

   2.3. Once you have entered the information **click on** the 'Register' button.

   2.4. You will be prompted to **read and accept the terms and conditions, scroll down to check these**. Once accepted, a pop up will appear to confirm the account has been set up.

   2.5. **Click** the 'Close' button to complete registration.

   2.6. Once registered you will receive an email with a **one-time passcode to log in**.

3. Setting up Enterprises

    3.1. To add an enterprise, **click** on 'Add & Manage Enterprises' button.

    3.2. **Complete** the required fields.

    3.3. **Repeat** this step for each of your enterprises that you wish to set up.

    3.4. Once all enterprises are added you find a list on the 'Enterprise' dashboard/page, **select** the enterprise you want to enter data for

4. Linking to CTS

    4.1. **Go to** 'Other Options' menu and **select** 'CTS settings.'

    4.2. You will need a **CTS Web Service user ID and password**.

- If you already use software **that accesses your BCMS** cattle data, these are the credentials you used to set up **the existing link**. If not, there is a link to a request form which should be emailed to BCMS.

    4.3. Once you have your login details, **click** on 'Link CTS Account.'

    4.4. **Enter** your user ID and password and **select** your CPH.

    4.5. **Click** 'Link to account'

- If you have multiple CPHs, repeat this step for each one.

5. Assigning your vet or another third party

5.1. **Go to** 'Third Party Permissions'

5.2. **Click** 'Share my data' button.

- Permissions can be edited or revoked at any time.

5.3. Assigning other third-party individuals is done in a similar way.

6. Assigning your vet

6.1. **Select** your vet practice from the drop-down list.

6.2. **Select** which enterprises your vet can see.

6.3. **Select** the level of access for your vet from the following:

6.4. **Click** 'Save'

7. Data Entry

7.1. Medicine Hub requires two types of information to produce reports.

- Medicine usage (incl. product name and amount)
- Number of animals within the enterprise

7.2. **Select** the most appropriate **data entry method** for your enterprise

8. Individual Enterprise Reports

8.1. **Antibiotic use report** shows the total amount of antibiotics used per kilogram of animal live weight on your enterprise (mg/kg)

8.2. **Medicine use report** shows the total amount of all medicines used within your enterprise.

9. Group Reports

    9.1. Where you have more than one enterprise within a sector, **Group Reports** allows you to view medicine use data for all enterprises.

    9.2. Where you have more than one similar enterprise within a sector you can set up an **Enterprise Group** to view medicine use for the selected enterprises

    9.3. These reports can **be anonymised by selecting** 'Anonymise report.'
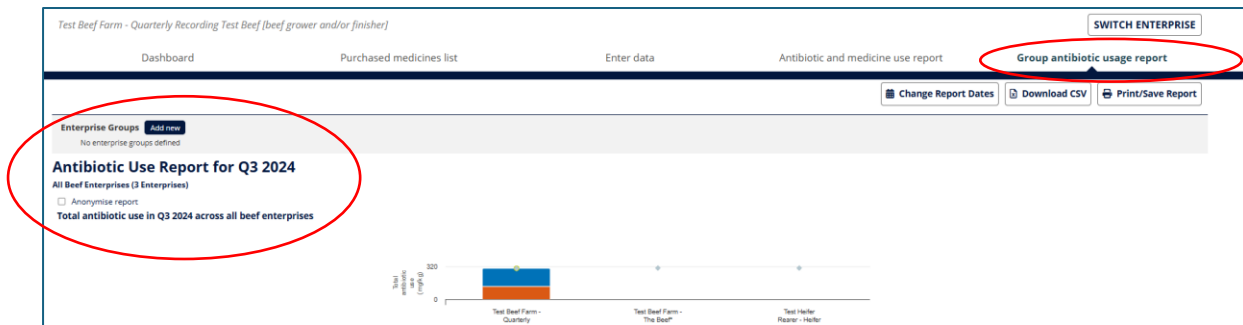
10. Resources on *Help and Support Guides* page

- S01. Medicine Data Entry- 5 Easy Steps and Data flow chart options
- F01. Register to Medicine Hub and Signing in for Farmers.
- F02. Third Party Permissions and Farmer Account Details
- F03. Guide to upload veterinary sales data (VetIMPRESS)
- G01. Guide to adding and managing enterprises.
- G02. Guide to setting up a Cattle Tracing System (CTS) link in Medicine Hub
- G03. Guide to adding data manually on Medicine Hub
- G04. Guide to adding and allocating purchased medicines on Medicine Hub
- G05. Guide to adding total medicine and submitting your data.
- G06. Using Medicine Hub as your full medicine record book
- G07. Guide to using excel templates to upload data onto Medicine Hub
- G08. Guide to using CSV export functions from your software provider to upload on to Medicine Hub
- G09. Guide to bulk data entry for the upload of data for multiple holdings.
- G10. Guide to uploading Nottingham Calculator (AMU data) on to Medicine Hub

11. Further support and guidance

For further support and queries please contact Medicine Hub support team at:

Email: medicinehub@ahdb.org.uk

Phone: 02477 719414

Help and Support page: https://medicinehub.org.uk/#/Support

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