SafeScript NSW

How to register for SafeScript NSW

SafeScript NSW is now available to all Ahpra registered prescribers and pharmacists practicing in NSW.

Before you register

SafeScript NSW uses information held about you by Ahpra to identify you. You should ensure that your details held by Ahpra are current.

Make sure you have:

- your Ahpra number
- your email address accessible only to you

By default, SafeScript NSW uses your email address held by Aphra. If this address is shared by other practitioners at your organisation, you will need to enter an alternative email address during registration.

Please note that you are not able to use a name@health.nsw.gov.au email address. If you work for NSW Health you can link your account to your StaffLink ID and use that to log in. See How to link my account.

Step 1: Registrant details

1. Click the link in your SafeScript NSW invitation email or go to https://register.safescript.health.nsw.gov.au

   The SafeScript NSW Practitioner Registration page is launched in your web browser.

   Your Ahpra number is pre-populated if you have accessed this screen from the link in your invitation email. If it is incorrect, please email Support. If you have not received an invitation email, enter your full Ahpra number under registrant details.

   Enter your **Date of Birth**, then tick the checkbox selecting **I consent to using Ahpra to verify my details and retrieve my email address in my Ahpra profile**.

   SafeScript NSW will check your Aphra registration status. If your date of birth is correct and your registration is current, further details from your Ahpra registration are displayed

SafeScript NSW Practitioner Registration

Registering for SafeScript NSW is a simple four step process that will take about 10 minutes to complete.

To complete the registration process you will require your AHPRA Number, date of birth, and a unique email address only accessible to you.

Already Registered?

Step 1. Registrant Details

Please provide the following information about yourself. The information will be validated against your AHPRA registration.

Enter AHPRA number

Enter date of birth

☐ I consent to using AHPRA to verify my details and retrieve my email address in my AHPRA profile.

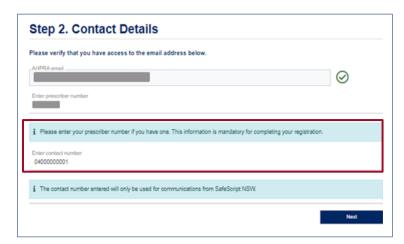☐ I'm not a robot — reCAPTCHA Privacy · Terms

Next

SafeScript NSW

If your Ahpra registration details are out of date, please contact Ahpra to update them. To change your SafeScript NSW username after registering, contact Support.

SafeScript NSW will send an email containing a verification code to the email address associated with your Ahpra registration.

Step 2: Contact details

1. Copy the verification code sent by SafeScript NSW to your email account.

2. In the SafeScript NSW registration portal, enter the **Verification Code**, then click **Verify**.

3. **Required for prescribers**: Enter your Prescriber Number *(Note: This field is not displayed to pharmacists).* The Prescriber Number is issued by Services Australia. You need this to prescribe medicines for your patients under the PBS. If you are a prescriber but do not have a Prescriber Number, such as medical officers in a NSW public hospital, please contact technical support on 1800 776 633 or email nswrtpm@fred.com.au

4. **Optional**: Enter your Contact phone number (without any spaces). This number will be kept private and will be used only to communicate with you about SafeScript NSW.

5. Click **Next**.

Step 3: Preferred email address

If you would prefer to use a different email address for SafeScript NSW, you can set up your alternative email address at this point. Your preferred email address cannot be a NSW Health email address ending in @health.nsw.gov.au. To continue with the email address you use for Ahpra click **Next** to skip this step.
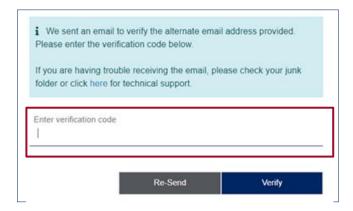
1. Enter your Preferred Email Address, then click Send Code. SafeScript NSW will send an email with a verification code to the email address you entered.
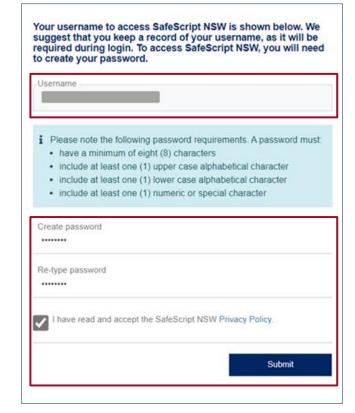
SafeScript NSW

2. Copy the verification code sent by SafeScript NSW from your email account.

   In the SafeScript registration portal, enter the Verification Code, then click Verify.

3. Click **Next**.

> **i** We sent an email to verify the alternate email address provided. Please enter the verification code below.
>
> If you are having trouble receiving the email, please check your junk folder or click here for technical support.
>
> Enter verification code
>
> Re-Send | Verify

Step 4: Account information

Your username is your email address (either the email address associated with your Ahpra registration, or the preferred email address, if provided). To change your username after registering, contact Support.
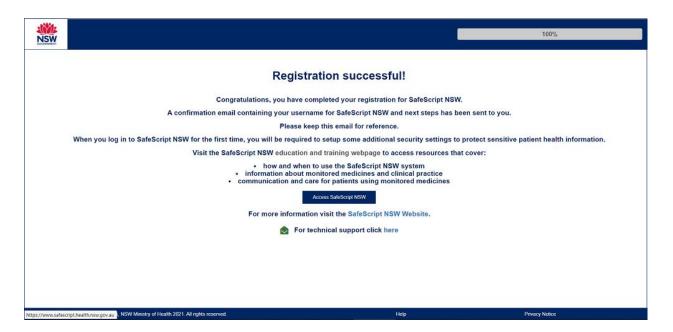
1. Enter your **Username**

2. Create a **Password** that you will use to access SafeScript NSW, then enter it again in the **Re-Type Password** field. Your password must be between 8 and 16 characters, contain uppercase and lowercase letters, at least one number or symbol (e.g. !?&) and no spaces.

3. Tick the checkbox to confirm that you have read and accepted the **Privacy Policy**.

4. Click **Submit**.

> Your username to access SafeScript NSW is shown below. We suggest that you keep a record of your username, as it will be required during login. To access SafeScript NSW, you will need to create your password.
>
> Username
>
> **i** Please note the following password requirements. A password must:
> - have a minimum of eight (8) characters
> - include at least one (1) upper case alphabetical character
> - include at least one (1) lower case alphabetical character
> - include at least one (1) numeric or special character
>
> Create password
>
> Re-type password
>
> ☑ I have read and accept the SafeScript NSW Privacy Policy.
>
> Submit

SafeScript NSW

Your registration is now complete. The registration portal will display a message to confirm your registration.

To protect patients' data stored in SafeScript NSW against unauthorised access, do not share your username and password. The first time you log into SafeScript NSW you must also set up an additional security verification method. NSW Health prescribers and pharmacists will be able to link their NSW Health email to their SafeScript NSW registration so they can log into the SafeScript NSW system using their StaffLink ID and password.