



# HPCA

Healthcare Project + Change Association



# ACCESSING THE HPCA HUB

## HPCA Organisational Members Simple Step-By-Step Guide



Healthcare Project + Change Association



# HUB Introduction

Your organisation has HPCA Membership which means you have full access to the HPCA **HUB**, where you will find an extensive range of valuable resources and benefits that will support you to improve your project and change management delivery and maturity.

Providing you with the essential skills to innovate and improve services for patients.

Follow these **3 simple steps** to gain access to the **HUB**

1. Subscribe to HPCA
2. You will be invited to access the HPCA **HUB**
3. Enjoy the **HUB!**





# 1. Subscribe To HPCA

Email\*

First name\*

Last name\*

Phone number

Mobile phone number

Job title\*

Organisation name\*

Organisation Region\*

Organisation Type\*

Referred by\*  
How did you hear about us?

Check this box if you work for a health or social care organisation to access exclusive membership resources.

I work for a health or social care organisation

HPCA is committed to protecting and respecting your privacy, and we'll only use your personal information to administer your account and to provide the membership benefits and services you requested from us. From time to time, we would like to contact you about our membership benefits and services, as well as other content that may be of interest to you. If you consent to us contacting you for this purpose, please tick below to say how you would like us to contact you:

I agree to receive other appropriate communications from HPCA.

You can unsubscribe from these communications at any time. For more information on how to unsubscribe, our privacy practices, and how we are committed to protecting and respecting your privacy, please review our Privacy Policy.

By clicking submit below, you consent to allow HPCA to store and process the personal information submitted above to provide you the content requested.

The first step to gain access is to subscribe to HPCA to ensure you are linked to your Organisation. This will ensure you are included in our HUB Enrolment process!

Click the button below to be taken to our webpage and submit the \*subscriber form.

\*If you're already subscribed to HPCA skip to step 2!

[SUBSCRIBE  
TO HPCA](#)



## 2. HUB Access

To: [XXX@XXX.nhs.uk](mailto:XXX@XXX.nhs.uk)

Subject: Welcome to the HPCA and the HPCA HUB

Dear XXX,

Welcome to the Healthcare Project and Change Association! It is great to have you join us. As part of your organisational membership, you will be able to access the vast resources on the [HPCA Hub SharePoint Site](#). You will receive the HPCA Bulletin and relevant updates and invitations to our events throughout the year.

Best wishes,

Jo  
CEO Healthcare Project and Change Association

**Partners and sponsors:**

Join us to build a mutually beneficial relationship, raise your brand awareness within the healthcare project and change community, and support the HPCA in our mission to secure the NHS for future generations.

For more information, contact us at [info@hpca.uk](mailto:info@hpca.uk)

Visit our website here: [www.hpca.uk](http://www.hpca.uk)

 Healthcare Project+  
Change Association

After subscribing, you will be automatically enrolled in our **HUB**. You will receive an email inviting you to access the **HUB**, which will look like this.



Please note that it may take a few minutes for the access email to arrive.

\* if you are already subscribed and haven't received a 'Welcome to the HPCA Hub' email, contact us here: [customerquery@hpca.uk](mailto:customerquery@hpca.uk)



# 3. Explore the HUB!



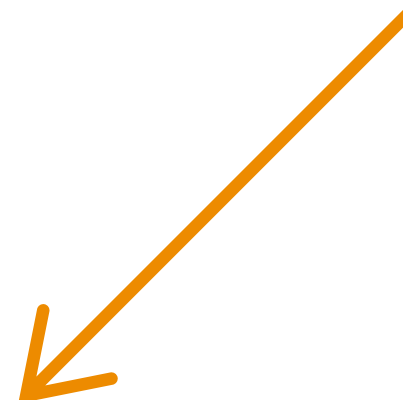
The **HUB** is accessed via the website - click on the button on the top right of the menu and you'll be taken to our **HUB** on SharePoint.



We are the Association for developing project and change management in Health and Social Care.

The Healthcare Project and Change Association (HPCA) is a not for profit Community Interest Company, promoting professional standards and supporting the interests of project and change professionals in healthcare in the UK. It builds the workforce capacity and capability needed to enable the system to change and innovate for the benefit of patients and service users.

MORE ABOUT US



There's no need to set up a password - you'll receive an invitation email granting access.



Welcome To Your Organisational Members Hub!

### Let's get started

As part of your organisational membership there are a wide range of valuable resources to support you, in your role in project and change, available in the Hub.

Improve your project and change management delivery and maturity.

Gain the essential skills and experience necessary to innovate and improve services for patients.

### Navigating the hub

Click through the various sections to access the resources, from toolkits to exclusive webinars and specific leadership role guidance

Download the helpful glossary to assist you in navigating your way to the right resources for you

Download the Membership Benefits Guide



Bookmark the **HUB** homepage once you have access and make it easy to return straight to the resources.

\*Any problems accessing the HUB, [contact us here!](#)