You can now add local clinical guidance to BMJ Best Practice

Benefits of the local guidance tool

- Administrators can add links to local clinical guidance which will be visible from relevant BMJ Best Practice topics
- Increase the visibility of local protocols
- Storing important clinical information in an easily accessible, central location supports faster clinical decision making.

Steps to add your local information

1. Create your admin account

   + To request an admin account, please contact support@bmj.com with the following information:
     - Your name
     - Job title
     - Institution name
     - A nominated email address for the admin account
       This email address should match your institution’s domain.
   
   + When your account is created, you will receive a confirmation email with access details.

2. Access the admin area

   + Visit bestpractice.bmj.com and click ‘Log in’ using the admin account username and password.
   
   + Once logged in, an administrator can access the ‘Admin area’ from the top bar on the BMJ Best Practice home page.
When on the administrator homepage, you can click the button to 'add local guideline'.

- Complete all of the form fields and search for the BMJ Best Practice topic you would like to link this local guideline to. The same guideline link can be added to multiple topics.
- Read the disclaimer and click 'Save' to publish your link.

Users can browse all local content added by their organisation:
- Via the top navigation bar
- Within topic pages where a notification is clearly displayed
- Listed in the “Guidelines” section on relevant topic pages.

Top tips
- BMJ will provide one admin account per institution, so it is preferable to use a centralised email address.
- An admin account can also be used for generating your institution’s usage reports, further information on this can be found in your admin welcome email.

Support
If you need any support adding your local guidance, please contact support@bmj.com.