

SOP for creating Sangix account and booking blood test appointment

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Version: Prepared by:	Shaha RIADH (Phlebotomy Service Manager)
Authorised by:	Agnieszka Cebula (Matron MOPD & Phlebotomy)
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1.0 AREA OF APPLICATION

All Kingston Hospital and GP Patients.

2.0 CLINICAL RELEVANCE / PURPOSE OF THE PROCEDURE

All GP Practices and Hospitals Patients who require blood tests and how to register and use Sangix for booking a blood test appointment at Kingston Hospital.

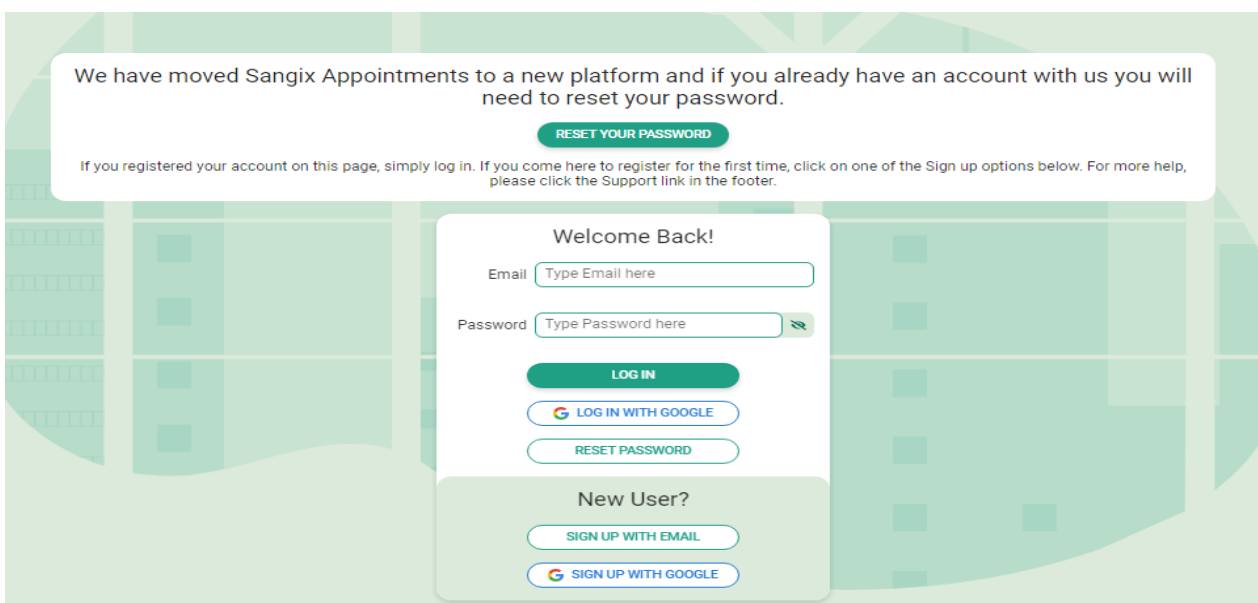
3.0 TRAINING REQUIREMENTS

Registering and booking blood test using the online blood test booking system (Sangix) is easy and straightforward and can be done by yourself using this guide.

4.0 PROCEDURE

How to Register

Using a PC, Mobile Phone and smart devices go to the following website <https://myappointments.online>



We have moved Sangix Appointments to a new platform and if you already have an account with us you will need to reset your password.

[RESET YOUR PASSWORD](#)

If you registered your account on this page, simply log in. If you come here to register for the first time, click on one of the Sign up options below. For more help, please click the Support link in the footer.

Welcome Back!

Email

Password

[LOG IN](#)

[LOG IN WITH GOOGLE](#)

[RESET PASSWORD](#)

New User?

[SIGN UP WITH EMAIL](#)

[SIGN UP WITH GOOGLE](#)

On the website click **SIGN UP WITH EMAIL** or If you already used tis before and cant access please **RESET YOUR PASSWORD** to have access.

We have moved Sangix Appointments to a new platform and if you already have an account with us you will need to reset your password.

[RESET YOUR PASSWORD](#)

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[SIGN UP WITH GOOGLE](#)

Fill up your details and click **CREATE ACCOUNT**, **Please use KINGSTON PHLEBOTOMY in the Hospital section to register with Kingston Hospital.**

Let's get started!

First Name *

Surname *

Email *

Password *

Confirm Password *

Phone Number *

Please start typing name of the hospital you would like to register for. Type at least 4 characters.

Hospital *

Kingston Phlebotomy

Let's get started!

Date of Birth (dd.mm.yyyy) *

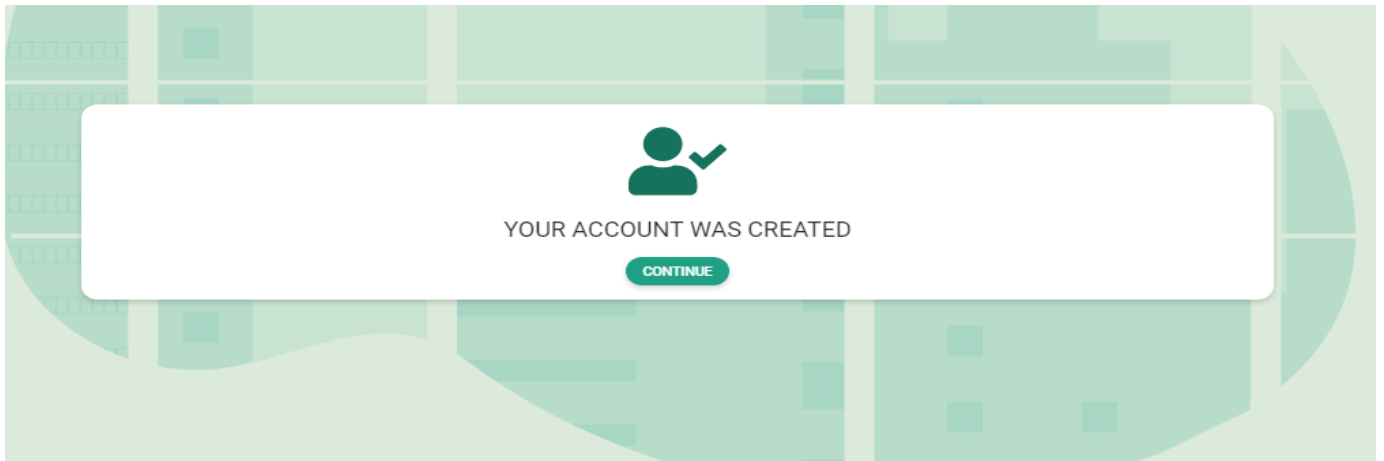
NHS number

Disabilities: Movement Hearing Sight

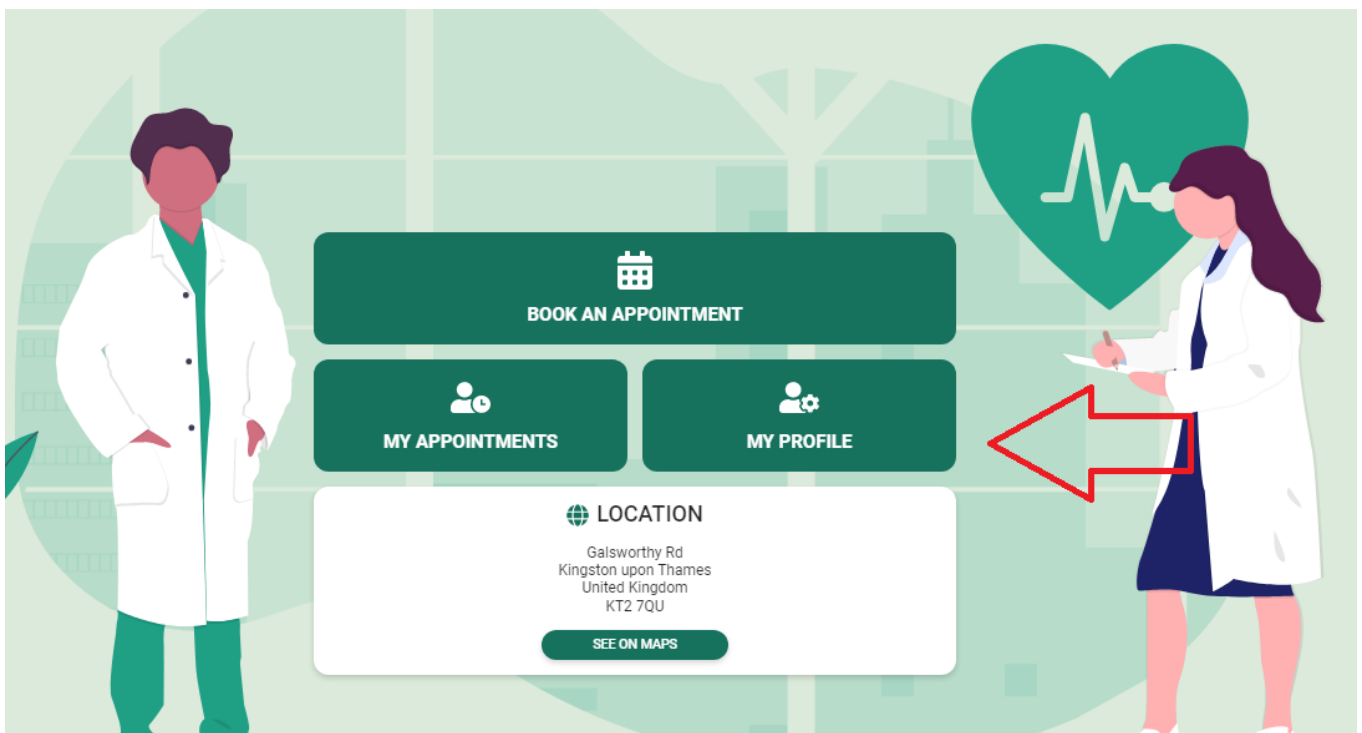
General Practice *

[SIGNUP](#) [BACK](#)

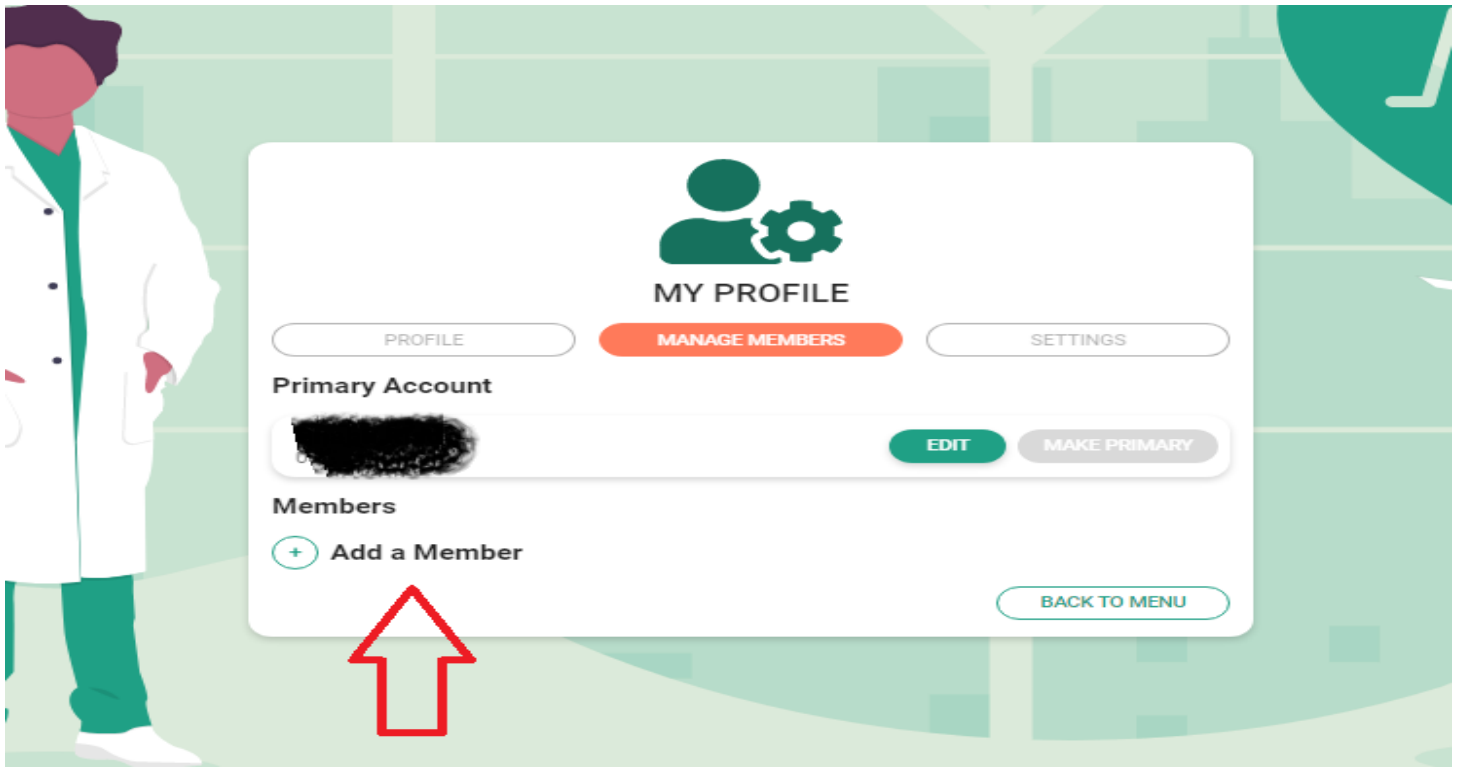
Once you create an account you will see this message, please click on **SIGNUP** button to continue to booking.



Once you click **CONTINUE** this will take you to home page where you can click on **BOOK AN APPOINTMENT** to book all the appointment. You can also check your all the future appointments there.

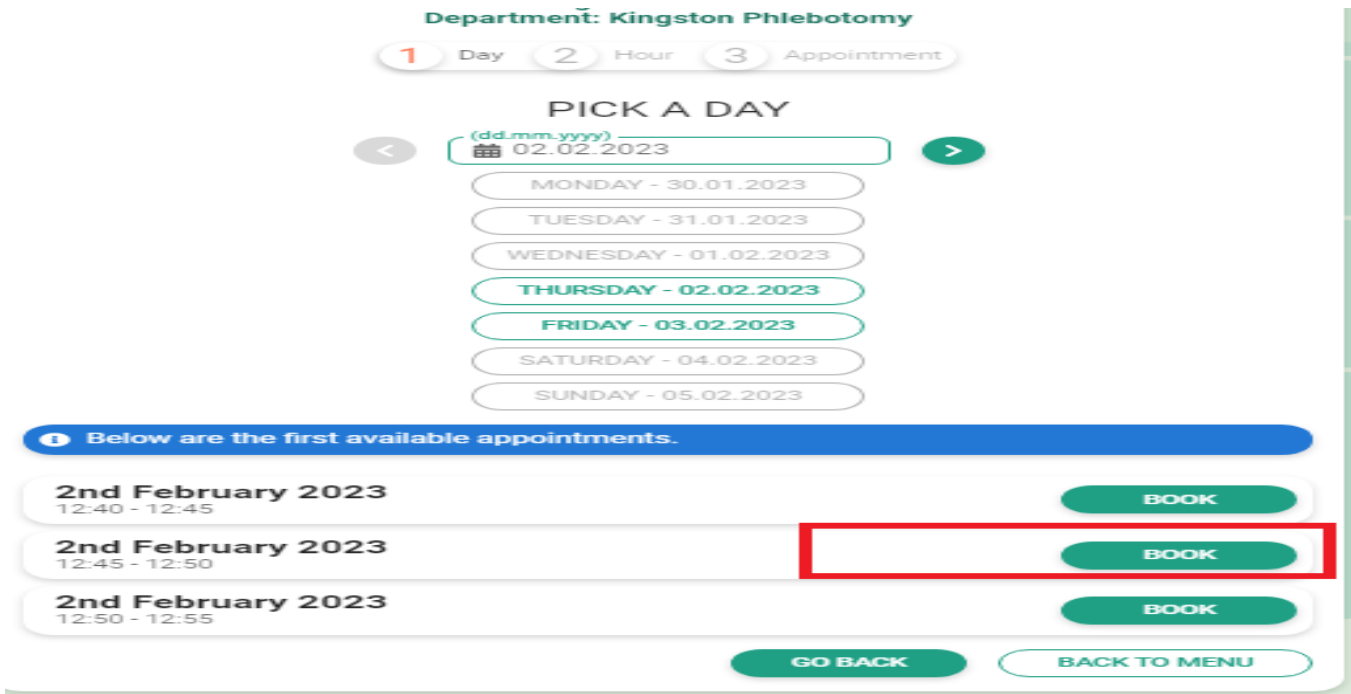


You can add another family member, relatives or children 7 years and above under 1 account by clicking **MY PROFILE** and click **MANAGE MEMBERS** and add a Member by filling their details.

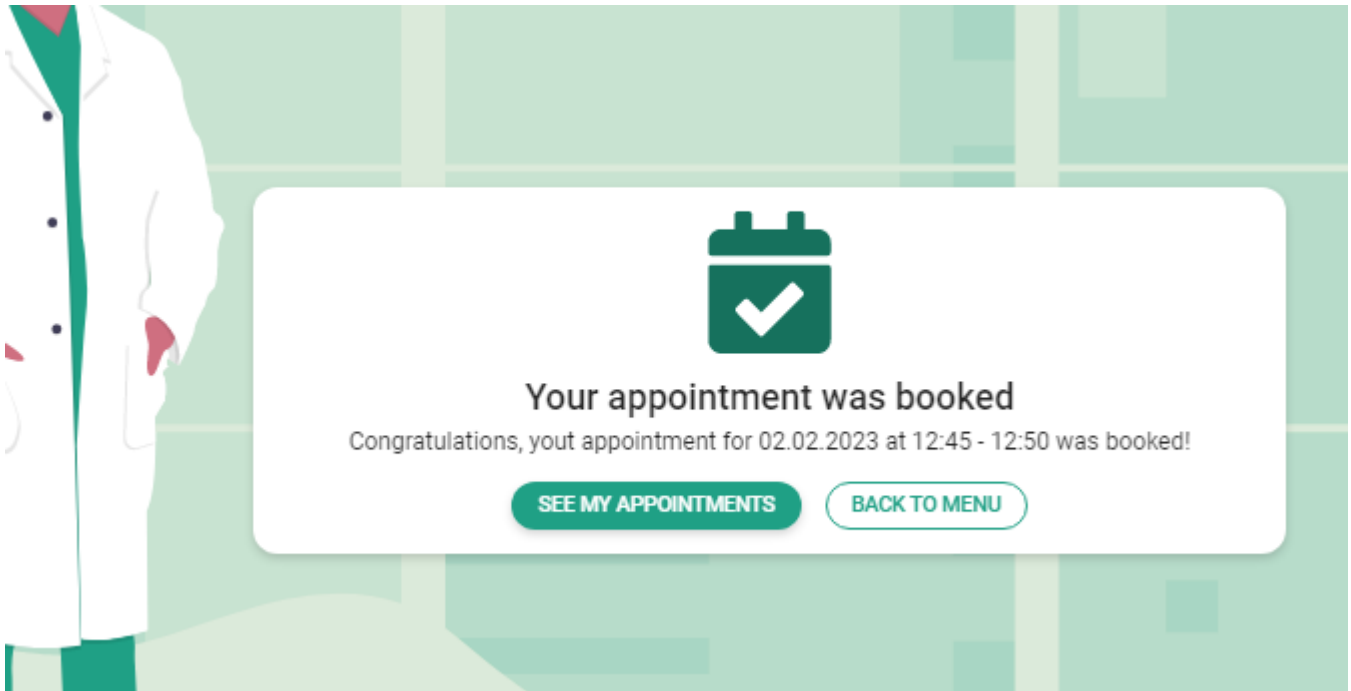


Once you click on the **BOOK AN APPOINTMENT** Button this will take you to the available appointment/ calendar page where you can navigate the date and time you may require for the suitable appointment for you.

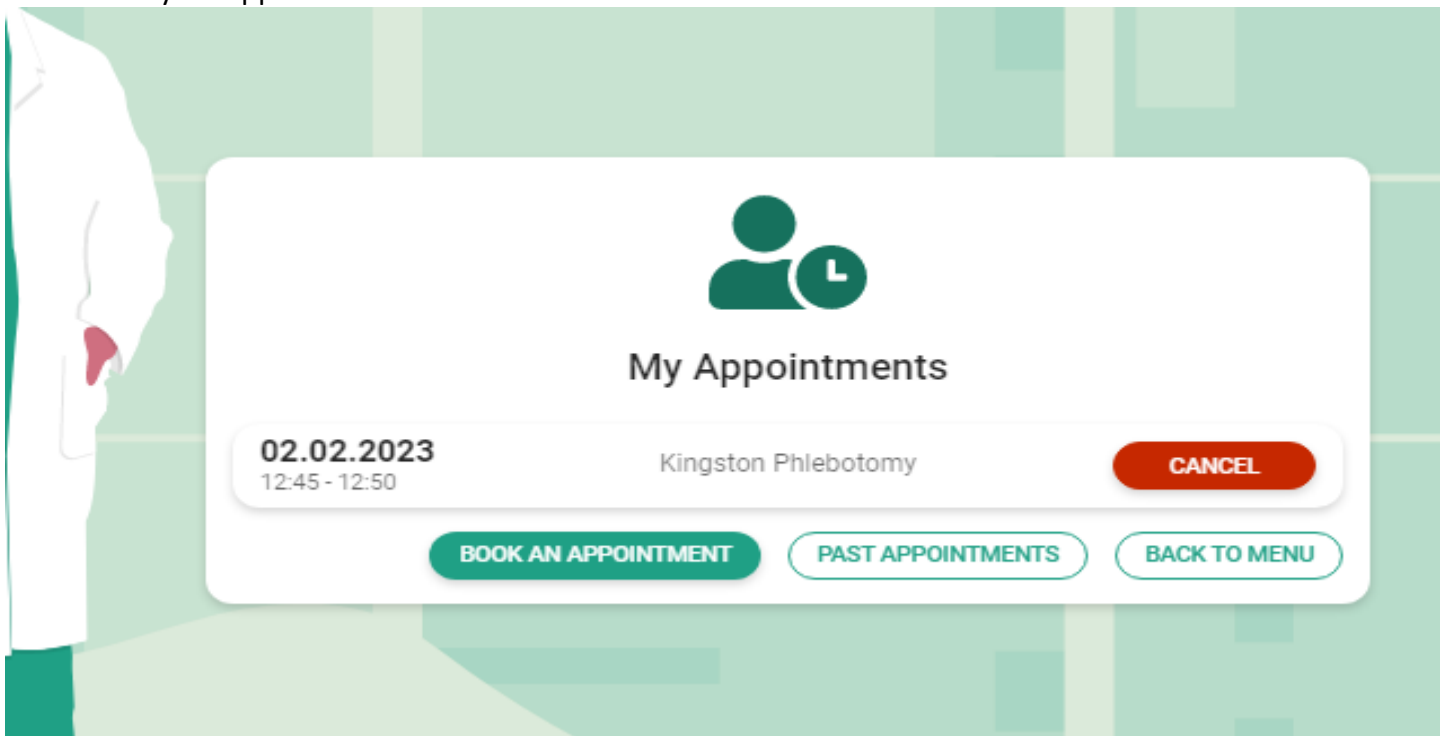
Once you happy just click the **BOOK** button to book an appointment



Once you click on **BOOK** another confirmation message will pop up as picture below.



If you want change your appointment or cancel your appointment please click on [SEE MY APPOINTMENTS](#). You amend your appointments.



For more information please click [SUPPORT](#)

If you encounter any issues with the registration process or referral making process then please contact support@sangix.co.uk for help.