The British Society for Medical Dermatology Forum

The Forum is now up and running but please grant us understanding as we work through teething problems!!

If you have a diagnostic or therapeutic medical dermatology problem and would like to benefit from forum members, the protocol will be as follows:

Registration:

- 1. Contact the administrator by email (<u>bsmd.forum@nhs.net</u>) to request a username and password (only BSMD members) providing the following:
 - a. Your nhs.net email address (to receive forum notifications). Your trust IT department can provide you with an nhs.net account.
 - b. Confirm that you have read the terms and conditions in the BSMD Forum Access agreement
- 2. Once in possession of username, follow instructions below.

Uploading a case:

- 1. Produce an anonymous case description giving details of the history, examination and relevant investigation findings.
 - a. Please avoid ambiguous abbreviations and be polite.
 - b. If the case will benefit from photographic material, then please attach photographs as jpg format.
 - c. Try to anonymize material (text/photos) as much as possible.
- 2. Show the information to the patient concerned
- 3. Obtain consent: Make certain that the patient fills in the BSMD forum consent form (http://www.bsmd.org.uk/BSMD forum). It has been viewed by the GMC and has received their approval.
- 4. Send the case and consent form to <u>bsmd.forum@nhs.net</u>
- 5. The supervising clinician remains responsible for the further investigation and management of the patient. The BSMD cannot be responsible for the effects of any suggestions or recommendations made in the forum.
- 6. Users should not to download other members' cases or images without permission. However, in reality this is impossible to enforce so users should be aware of this possibility when uploading information.

Please do not try to upload material yourself.

Once uploaded, all forum members will receive an email alert indicating that a new case has been uploaded. Forum members are then free to post comments and suggestions. If a post is received relating to your case, then you should receive an email informing you that a post has been submitted.

To use the forum:

- 1. Go to: <u>www.bsmd.org.uk/forum</u>
- 2. Log in (top right)
- 3. Click forums (upper left)

- 4. Click main forum (middle left)
- 5. Read the topics
- 6. Please contribute! Short and snappy is best. Lengthy posts are generally not required.
- 7. Please use your username (your first and second name), so that all posts and comments are identifiable.

Please abide by the Forum terms of access!

The Society hopes that the forum will be a useful resource for patients and doctors alike.

Administrator: Ian Coulson email bsmd.forum@nhs.net

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