

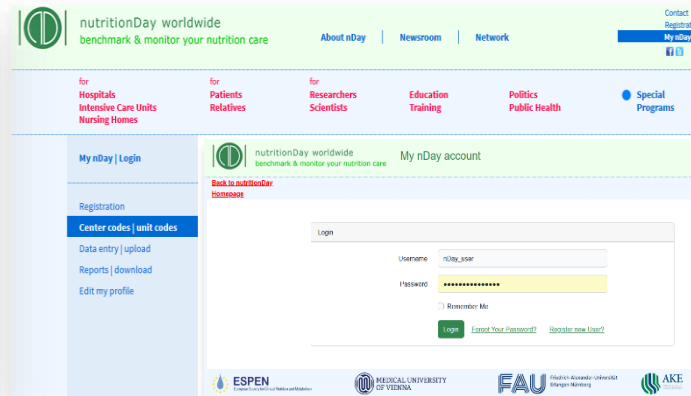
## “ORDER CODES for Center and Unit”

nDay PRIMARY CARE

Every nDay participant needs a center code and an associated Doctor/Healthcare professional (HCP) code. These codes allow anonymous data handling. The first step is to **order a center code** for your hospital. Then **order a doctor code** for each participating unit in the hospital.

Please note that codes used in previous years **remain valid**.

- Go to [www.nutritionDay.org](http://www.nutritionDay.org)
- Click on **my nDay | Login** and **select center codes | unit codes**
- **Login** into your nDay account with **username and password** you chose at registration.



- This is your nDay account with an overview of ordered centers and units

**Overview of your centers and unit codes**

**Add Center**  
You can add as many Centers to your nDay Account. Once a Center is created, you can add Units to a Center. Only Units can enter data from questionnaires into the nDay database. Centers/Units codes, once created remain valid for participation each year.

**Account Overview**  
Centers in your Account: 0  
Units in your Account: 0  
First Center created: 2023-06-07 06:49:57  
Last Center created: 2023-06-07 06:49:57

**Do you Need help?**  
If you need any assistance or any additional information please don't hesitate to contact us.

Name  
Your name  
Email address  
nDay.management@gmail.com  
Comment  
Your Message or Comment



- Fill in the following information:
  - 1) **Center Name:** name of your institution.
  - 2) **Type:** please choose your center speciality/type.
  - 3) **Average Number of patients visits/a day:** Indicate the average number of patients visiting in one day

Click **SUBMIT** to proceed.

Center: primary care Center Sunshine (7257)  
Primary Care Center 51-100 patients - Doctors: 3 - Created At: 2023-08-01 08:17:39

nDay category	Unit Code	Healthcare Professional	Data Entry Code <sup>1</sup>	Notes and Comments	Created
Primary Care	19307	DW	7257PC19307	General practitioner/family doctor the staff in the center was informed. Contact head nurse for more info	2023-10-11
Primary Care	20129	WT	7257PC20129	Dietician	
Primary Care	11441	ST	7257PC11441	General practitioner	

[Add a Healthcare professional to your Center](#)

This is your ordered Center

Click here to order a Doctor/HCP code for this Center

- Fill in the following information:
- 1) **Doctor/HCP initials:** name initials of the participating HCPs.
  - 2) **Healthcare Profession:** please choose the profession of the participating HCPs.
  - 3) **Comments:** add comments if you wish.

You can order additional codes via the same procedure if necessary.

Center: primary care Center Sunshine (7257)  
 Primary Care Center 51-100 patients - Doctors: 3 - Created At: 2023-08-01 08:17:39

nDay category	Unit Code	Healthcare Professional	Data Entry Code <sup>i</sup>	Notes and Comments	Created
Primary Care	19307	DW	7257PC19307	General practitioner/family doctor the staff in the center was informed. Contact head nurse for more info	2023-10-11
Primary Care	20129	WT	7257PC20129	Dietician	2023-10-11
Primary Care	11441	ST	7257PC11441	General practitioner/family doctor	2023-08-01

Use Data Entry Code and Doctor/HCP code to access the nutritionDay database.  
 You can then enter data, download unit report, and request a nDay certificate.

For any help in ordering center and Doctor/HCP codes, please use the “do you need help?” box or write an email to [office@nutritionDay.org](mailto:office@nutritionDay.org)