

UK NEQAS for Haematology and Transfusion

Participant Login Guide

How to access your EQA programmes, enter results, and view reports

Version 1.0

March 2026

What Has Changed?

We have introduced a new unified login system to simplify how you access our data entry and report web pages. Previously, each contact record in our system generated its own separate set of login credentials. This meant that if you were listed as a contact for multiple participants, or held different roles for the same participant, you would end up with many different logins — each with its own PRN, Web ID, and password.

There is now a way to link all of your participant records together under a single user account, based on your email address. This means one login gives you access to everything you are a contact for.

In short, the key improvements are:

- One login to see the data entry pages and reports for all the PRNs you are a contact for, instead of juggling multiple sets of credentials
- A single email notification per distribution, listing all your relevant PRNs, instead of a separate email for each one
- Seamless access between the two different websites (our main website and the website of our third party software supplier) without needing to log in twice.

Understanding Your Credentials

To make sense of the new system, it helps to understand how the old one worked and how the two now connect.

The Legacy System (PRN + Web ID + Password)

In the original system, every contact record in our database has its own set of login details: a PRN (Participant Reference Number), a Web ID, and a password. If your email address appears against three different participants, you have three separate sets of these credentials. Each set only gave you access to the PRN it is assigned to.

The New System (Email + Password)

Your new user account is based on your email address. When you register or are set up on the UK NEQAS website, a user account is created and linked to every contact record that shares your email. This means that when you log in with your email and password, you can see and manage all participants you are associated with, from a single web page.

How the Two Connect

Your email address is the bridge between the old and new systems. Any contact record in the legacy database that has your email address is automatically linked to your user account. You do not need to do anything to set this up — it happens in the background.

Key point: It does not matter which PRN or Web ID you use to log in via the new method. As long as the login details belong to an email address that matches your user account, you will see all your participants. The specific PRN you use is simply an entry point — the system recognises you by your email and shows you everything linked to it.

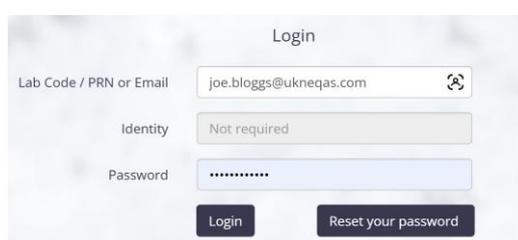
How to Log In

There are two ways to log in. Both will give you access to the same set of records.

Option A: Log In with Your Email and Password

This is the recommended method and works on the UK NEQAS website directly.

1. Go to <https://www.ukneqash.org/login>.
2. Enter the email address that you have registered with us. for
3. Click Reset your password.
4. You will receive an email with instructions to create a new password
5. From there on you will be able to login to our website with just that email and password



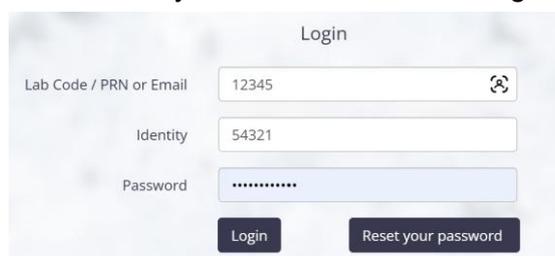
The screenshot shows a login form titled "Login". It has three input fields: "Lab Code / PRN or Email" with the value "joe.bloggs@ukneqas.com", "Identity" with the value "Not required", and "Password" with a masked password "*****". Below the fields are two buttons: "Login" and "Reset your password".

Tip: If you have multiple email addresses registered with us you will need to follow the above process for all of them. If you want to unify them you will still need to follow the above process for all your email addresses. Once logged in with an email address you do not want registered with us any longer go to the Contacts section of the website and change your contact's email address.

Option B: Log In with a PRN, Web ID, and Password

If you still have your legacy login details, you can use any one of your PRN/Web ID/password combinations to log in.

1. Go to <https://www.ukneqash.org/login>.
2. Enter the PRN, WebID and corresponding password.
3. The system will look up the email address associated with that contact record and match it to your user account.
4. You will have the access as if you had used the email login method.



The screenshot shows a login form titled "Login". It has three input fields: "Lab Code / PRN or Email" with the value "12345", "Identity" with the value "54321", and "Password" with a masked password "*****". Below the fields are two buttons: "Login" and "Reset your password".

Tip: Because all your contact records share the same email, it does not matter which PRN/Web ID you choose. They all lead to the same place. Pick whichever one you remember.

Accessing the main data entry results pages (blue screen)

Most of our programmes are on this platform for data entry and reports. Previously, accessing www.ukneqash.org/SampleEntry/ meant logging in separately with the specific PRN credentials for the PRN you wanted to access. This will be available for now if you wish to use it but we plan to phase it out in the future. Email login is not supported on this page.

How Seamless Access Works

To login to the website, go to <https://www.ukneqash.org/distribution>. When you are logged in using your email address (Option A above), navigate to the top right corner where your name is shown and click on the **Survey results & reports** in the menu (Figure 1). This page shows you a list of all the surveys available to you. When you click either the **Go to surveyor** or **View report** buttons you will be taken directly to the data entry page for that survey or to the relevant report. If there are multiple reports for that survey for you, the button will be a drop down allowing you to access all the reports from one place. If you have multiple PRNs the links will take you to a page with a list of your PRNs and from there, once again click the **Go to survey** or **View report** button, and it will take you directly to the data entry page.

For participants who wish to bookmark the relevant results entry page for ease of access we recommend using the following URL: <https://www.ukneqash.org/distribution>.

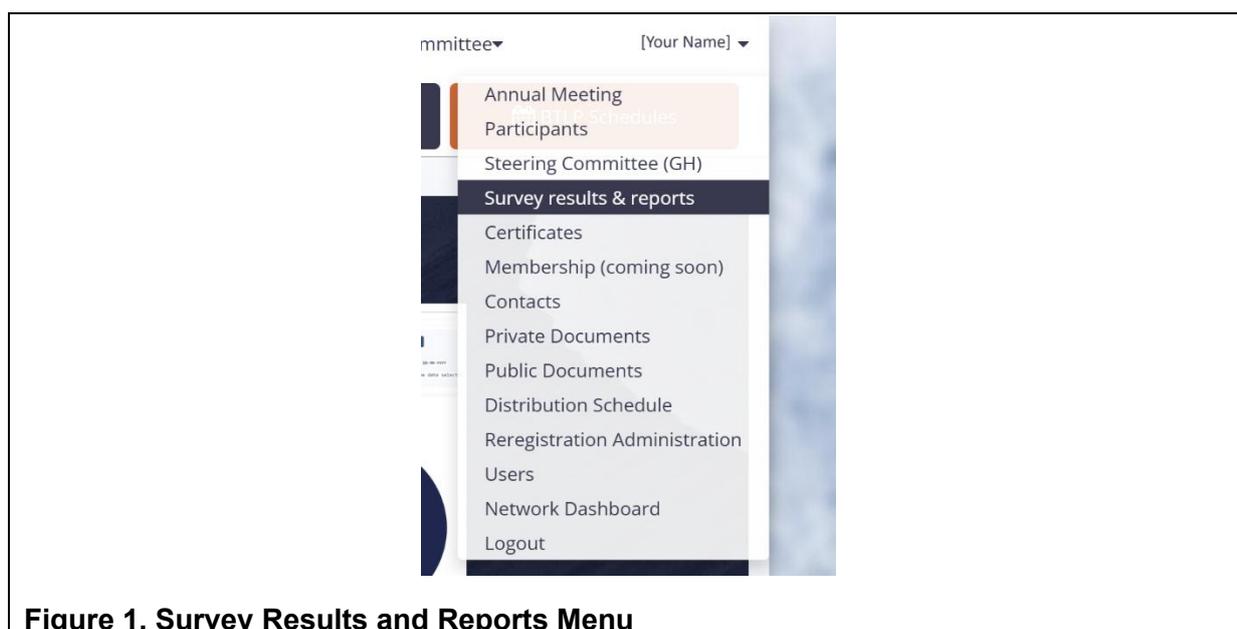


Figure 1. Survey Results and Reports Menu

Note: You must be logged in to the UK NEQAS website first for seamless access to work. The process does not work the other way so if you ~~are~~ logged in first via the legacy system prompt on the blue screen (Option B above) you won't get seamless access to the website.

Email Notifications

The way we send email notifications has also been simplified.

Previously

If you were a contact for multiple participants or even when you were added as a contact for a single PRN multiple times, you would receive multiple separate emails every time a survey opened for data entry or a report was published. Each email related to one PRN only.

Now

You receive a single email per notification event. That email lists all relevant PRNs, with individual links for each one. Clicking any link takes you to the UK NEQAS website where, once logged in, you will access the relevant distribution directly.

Your Surveys Dashboard

After logging in (by either method), your dashboard will show one of the following:

1. If your email is only linked with a single PRN, the page will show a list of survey distributions (Figure 2).
2. If your email is linked to multiple PRNs, the Go to survey and View Report buttons will take you to a page with the list of your PRNs (Figure 3).

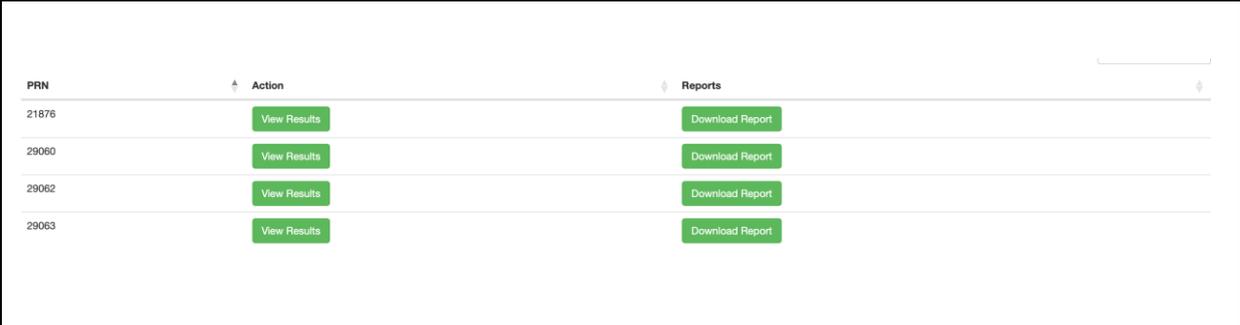
From the *Distributions* page (Figure 2) you can:

- View open distributions awaiting data entry
- Access published reports

The screenshot shows the UK NEQAS 'Distributions' page. The header includes the UK NEQAS logo and 'Haematology and Transfusion'. A search bar is located at the top right. Below the search bar, there are options to 'Copy', 'CSV', 'Excel', 'PDF', 'Print', and 'Show 10 rows'. A table lists six distributions with columns for 'Distribution', 'Status', 'Issued', 'Closing', and 'Report'. Each row has a 'Go to survey' button and a 'View report' button. A red circular stamp with 'BO' is overlaid on the bottom right of the table.

Distribution	Status	Issued	Closing	Report
2601CM	Distribution Data Posted to Web Service	03-03-2026 09:00 AM	10-03-2026 11:55 PM	Go to survey View report
2602GS	Web Users Notified of Distribution Issue	02-03-2026 12:00 AM	12-03-2026 12:00 AM	Go to survey View report
2601ES	Web Users Notified of Distribution Issue	02-03-2026 12:00 AM	17-03-2026 12:00 AM	Go to survey View report
2602BF	Web Users Notified of Distribution Issue	02-03-2026 12:00 AM	15-03-2026 12:00 AM	Go to survey View report
2601ESX	Web Users Notified of Distribution Issue	02-03-2026 12:00 AM	17-03-2026 12:00 AM	Go to survey View report
2603PB	Web Users Notified of Distribution Issue	02-03-2026 12:00 AM	10-03-2026 12:00 AM	Go to survey View report

Figure 2. List of survey distributions after logging in.



PRN	Action	Reports
21876	View Results	Download Report
29060	View Results	Download Report
29062	View Results	Download Report
29063	View Results	Download Report

Figure 3. List of PRNs after logging in.

Frequently Asked Questions

I have multiple PRNs. Do I need to log in separately for each one?

No. Whichever login method you use, you will now see all participants linked to your email on one dashboard. You only need to log in once.

Does it matter which PRN/Web ID I use if I log in the old way?

No. Any PRN/Web ID/password combination that is linked to your email will work. The system recognises your email and shows you everything associated with it, regardless of which specific PRN you used to log in.

What if my email address is different across some of my contact records?

The system links records by email. If some of your contact records use a different email address, they will not automatically appear under your user account. Please contact us so we can update your records or you can update your own contact records as described in this document to ensure everything is linked correctly.

I have not set up a user account yet. Can I still access my programmes?

Yes. You can continue using your PRN/Web ID/password but we have already created a user account for you to link everything in the background. All you need to do to access it is go to <https://www.uknegash.org/login> and click the *Reset your password* button

Is my data secure with the new system?

Yes. The seamless access login system uses tokens that are single-use, time-limited, and tied to your authenticated session. Your password is stored securely, and the system follows the same security standards as before.

Getting Help

If you have any questions about the new login system, need help registering a user account, or believe your contact records are not linked correctly, please get in touch:

Email	haem@uknegas.org.uk , htlp@uknegas.org.uk
Website	www.uknegash.org

When contacting us for support, please include your name, email address, and any PRN numbers you are associated with, so we can assist you as quickly as possible.