

DCHFT is Going Paperless

Did you know that as a patient you can choose to receive correspondence, including appointment letters from Dorset County Hospital by email rather than post? Changing to email will enable you to receive correspondence quicker and in a convenient format. This will also help us to reduce the amount of paper we use and become more sustainable.

At present, all patients aged 18 and over can sign up to receive correspondence by email.

How to sign up

To receive correspondence by email, please follow the instructions below:



Add your email address to your Trust record by completing the online sign-up [here](#). You will need to confirm your:

- Hospital number (on the top left hand corner of your appointment letter)
- Postcode
- Date of birth
- The GP surgery you are registered with



If the details provided are correct, you will then be presented with the terms and conditions of receiving correspondence via email. Please read these carefully.



If you accept the terms and conditions, please confirm this by ticking the confirmation boxes. You will then be asked to provide the email address you wish to add to your Trust record.



You will receive an email from email_signup_noreply@dchft.nhs.uk asking you to verify your email address. This must be actioned within 48 hours to complete the sign up process. If you have not received the email, please check your junk/spam folder.



You will now start to receive your correspondence by email, rather than post*.

*Please be aware not all correspondence are email enabled meaning you may continue to receive some postal communications from DCHFT. We are working to increase our digital communication capability.