

•Sustain Injury or Illness that needs support from the PTC

•Go to PTC Website and log onto the Patient Portal www.thepolicetreatmentcentres.org

•Set Up Your Patient Account – to do this you will need a personal email address and mobile phone number, you cannot use a PSNI email address. In addition to proof that you donate to the PTC either via The RUGC – PSNI Ben Fund or by Direct Debit

•You will need proof of donation to the PTC. If you donate currently or were donating at time of retirement to the PTC via the RUGC-PSNI Ben Fund, please send the Ben Fund office an email requesting proof of donation. They will then send you a document that you can upload onto the Patient Portal – this will form your Patient Verification.

•Once verified, complete the relevant patient application for treatment. You will need to upload clinical information to support this. There are downloads on our portal available with and without branding and Police references to suit all individuals.

•Once all information is uploaded and complete your application will be sent for review with the Clinical Team (alike the paper process currently).

•You will be notified if you have been successful or not and allocated a date for treatment. Please ensure that you inform your line management and the RUGC – PSNI Ben Fund about your allocated date as soon as you are informed of it, so they can support your admission for treatment.