

How do I set or update the induction validity period?

Select the Site Locations tile from the home page (dashboard).

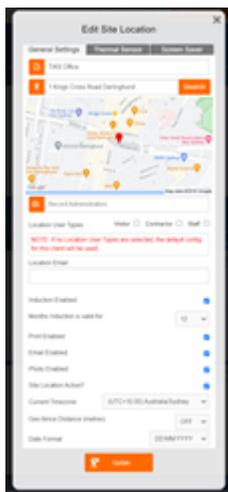


Then go to the relevant site.



Click the edit pencil 

You will be presented with the site edit options (below).



Ensure the "Induction Enabled" check box is selected.

Then select the relevant number of months in the drop down “Months induction is valid for:”

Note: You can choose between 0 and 12 months for the validity period of an induction. Zero (0) would mean the induction is required for every visit to a site and 12 would be every 12 months (with each other option in between).

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Created 3 years ago by [Admin](#)

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