



Quicksheet – eRisk Overview V1

E-Risk

This short guide will take you through how to use the main features of the new asbestos register management system, E-Risk.

The new system will make downloading, viewing and sending the asbestos registers easy and simple with just a few clicks.

Logging In

To log into e-Risk you need to visit the following URL:

<https://santia.co.uk/>

Once on this page you will be presented with the following:



In the top left-hand corner of the screen you will see the eRisk button, click on this button and a new tab will open. This is the eRisk log in screen.

N.B You may want to save this as a favourite so that you can quickly navigate back to this screen.

Please enter your credentials to log into the system.

Username *	<input type="text" value="jenkinsa"/>
Password *	<input type="password" value="*****"/>

[Login](#)

Forgotten your password? Answer your [security questions](#).

[Privacy](#)

Here, you will enter your log in credentials which you should have received via email. Once entered, click Login. This will then load the eRisk home screen as shown on the next page. If you have not received your log in details, please contact Tanya Jenkins (tanya.jenkins@santia.co.uk)



Welcome Tanya Jenkins



- Home
- Sites
- Clients/Owners
- Configuration
- Users
- FAQ
- Library
- Lab Book
- Asbestos Insurance
- Logout

- Search
- Housekeeping
- Import/Export
- Quarantine
- Jobs
- Site Information

Library Documents

Section Name	No. of Docs	Last Updated
View all documents		

Favourite Documents

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Site Reports

Site Name	Survey Reports	Floor Plans	PDF Register	XLS Register
S308H-WD - St John's Hospital- Estates, Howden Road West, Livingston, EH54 6PP	S308H-WD - St John's Hospital- Estates, Howden Road West, Livingston, EH54 6PP - AP004326-01-024-004 - Condition - 03/09/2021	2021 Reinspection Plans	Register	

The eRisk home page is broken down into tabs running across the top, and widgets in the main body of the screen. When logged into the system you will only be able to view and manage the buildings you are responsible for,

When you first log into the eRisk system you will not see any of your buildings, you will first need to view them all under the Sites tab for them to refresh on the home screen.

Navigate to the Sites Tab and you will have the below screen:

erisk

Welcome Tanya Jenkins

santia
It's our business to protect

Home Sites Clients/Owners Configuration Users FAQ Library

Lab Book Asbestos Insurance Logout

Sites Upload Site EPB

Client: NHS Lothian

Search: Search

Site Name	Client Name	Disciplines
S201H - Astley Ainslie Hospital- Cunningham Unit, 145 Grange Loan, Edinburgh, EH9 2HB	NHS Lothian	
S201H - Astley Ainslie Hospital- Doctors Bungalow, 140 Grange Loan, Edinburgh, EH9 2HB	NHS Lothian	
S201H - Astley Ainslie Hospital- Headway House, 147 Grange Loan, Edinburgh, EH9 2HB	NHS Lothian	
S201H - Astley Ainslie Hospital- Occupational Therapy Unit, 152 Grange Loan, Edinburgh, EH9 2HB	NHS Lothian	
S201H - Astley Ainslie Hospital- Patients Personal Lanudry, 138 Grange Loan, Edinburgh, EH9 2HB	NHS Lothian	
S201H - Astley Ainslie Hospital- School Building, 144 Grange Loan, Edinburgh, EH9 2HB	NHS Lothian	
S201H - Astley Ainslie Hospital- Scientific Block, 142 Grange Loan, Edinburgh, EH9 2HB	NHS Lothian	
S201H - Astley Ainslie Hospital- St Roques, 151 Grange Loan, Edinburgh, EH9 2HB	NHS Lothian	
S201H - Astley Ainslie Hospital- West Pavillion	NHS Lothian	
S201H - Astley Ainslie Hospital, 133 Grange Loan, Edinburgh EH9 2HB	NHS Lothian	
S201H - Astley Ainslie Hospital-Millbank Pavillion, Grange Loan, Edinburgh EH9 2HB	NHS Lothian	
S203B-Bonnyrigg Health Centre, 35-37 High Street, Bonnyrigg, EH19 2DA	NHS Lothian	
S203H - NHSL Sexual Health & Reproductive Health Service, Chalmers Hospital, 55 Lauristan Place, Edinburgh, EH3 9ES	NHS Lothian	
S206B - Penicuik Medical Practice, 37 Imrie Place, Penicuik, EH26 8LF	NHS Lothian	

Throughout the eRisk system there is a colour coding system, Green, amber, red etc. This will help you visually see if there are any buildings reports that need your attention.

To ensure your buildings appear on the home screen click on each building individually then back to the sites tab to click on the next. Once you have clicked on all your buildings click on the home tab and you will see the information has been updated.

This only needs to be done the very first time you log into the system.

Producing an asbestos register

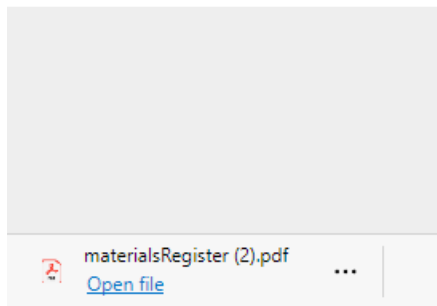
You can produce an asbestos register for your building via your home screen. Depending on the output you require, you can download this in a PDF format or an XLS (Excel) format.

On the site reports widget on the home screen, click on the type of report you want to download.

This will then automatically download the report into the browser window as shown below:

From here you can download, send, or print the report to use for your building. You also have the ability to download reports for specific areas of your building, e.g. only the 2nd floor in a particular area.

Site Reports				
Site Name	Survey Reports	Floor Plans	PDF Register	XLS Register
S308H-WD - St John's Hospital- Estates, Howden Road West, Livingston, EH54 6PP	S308H-WD - St John's Hospital- Estates, Howden Road West, Livingston, EH54 6PP - AP004326-01-024-004 - Condition - 03/09/2021	2021 Reinspection Plans	Register	



Downloading a custom area report

To download a report for a specific area, click on the where it says report on the home screen and this will load a customisation page:

In this example, we will show a report for just one particular floor in one particular building:

1. Click Site Filter – this will load the following page.

The screenshot shows the Erisk/Santia web application interface. At the top, the Erisk logo is on the left, the user name 'Welcome Tanya Jenkins' is in the center, and the Santia logo with the tagline 'It's our business to protect' is on the right. Below the header is a navigation menu with buttons for Home, Sites, Clients/Owners, Configuration, Users, FAQ, and Library. A secondary menu includes Lab Book, Asbestos Insurance, and Logout. The main content area has a search bar and navigation links for Housekeeping, Import/Export, Quarantine, and Jobs. The 'Client' section is set to 'NHS Lothian'. Under 'All Sites', there is an unchecked checkbox. A list of filter options is visible on the left: Site Select, Site Filter, Document Type, Search Parameters, Additional Content, and Keyword Search. At the bottom, there is a 'Generate Report' button and a 'Back' link.

As a default the system will select all buildings and all floors, to select specific areas, un-tick both boxes, you will then be able to select areas from the drop-down lists provided. Then click Generate Report.

This screenshot shows the same report generation interface as above, but with the 'All Buildings' checkbox checked and the 'All Floors' checkbox unchecked. The 'Floor' dropdown menu is now active, showing 'Basement' as the selected option. The 'Generate Report' button and 'Back' link remain at the bottom.

Asbestos Materials Register

Register Type	Combined - All Records
Created On	01/11/2021
Showing Records For	All Asbestos Types, All Product Types
Survey Types	All Survey Types
Key Word	

Interim register disclaimer - The information contained within this register should be regarded as 'interim prior to technical review' and must be read in conjunction with any bulk analysis certificates. Santa cannot advise any actions are taken based on this information until such time as the technical review is completed and the report marked as 'final' is issued.

Email Report Generate Report Generate Report

S116H - Western General Hospital- Main block (inc ward 15) (4s) Crewe Road South , Edinburgh, EH4 2XU - Showing 1 Records

Assess' Number	Survey Type	Int / Ext	Building/Floor	Location and Position	Description and Extent	Material Identification	Product Type	Damage / Deterioration	Surface Treatment	Asbestos Type	Material Risk Category	Material Risk	Priority Risk	Total Risk
4S/4S / 0001	Condition Monitoring Survey	Int	4S/4S Library /Ground	0/R09 No access	Piping Small Amounts	Sampled	Gasket	Low	Encapsulated Textile/Paper	Chrysotile	Low	6	3	9