

# Non-Medical Helper Provider - User Step by Step Guidance

To search for a non-medical helper (NMH) provider, there are 3 different search options available.

These options are –

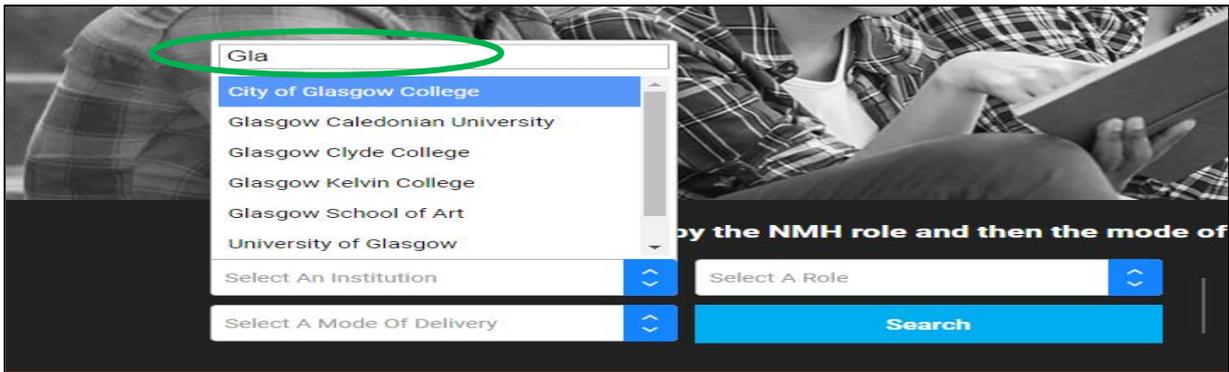
1. HEI / Role / Mode of Delivery search
2. Distance Learning (DL) search
3. Name search

## 1. HEI / Role / Mode of Delivery search

To search for an HEI, role and mode of delivery, please select the name of the student’s institution from the ‘Select an Institution’ field highlighted in green, screenshot 1 below.

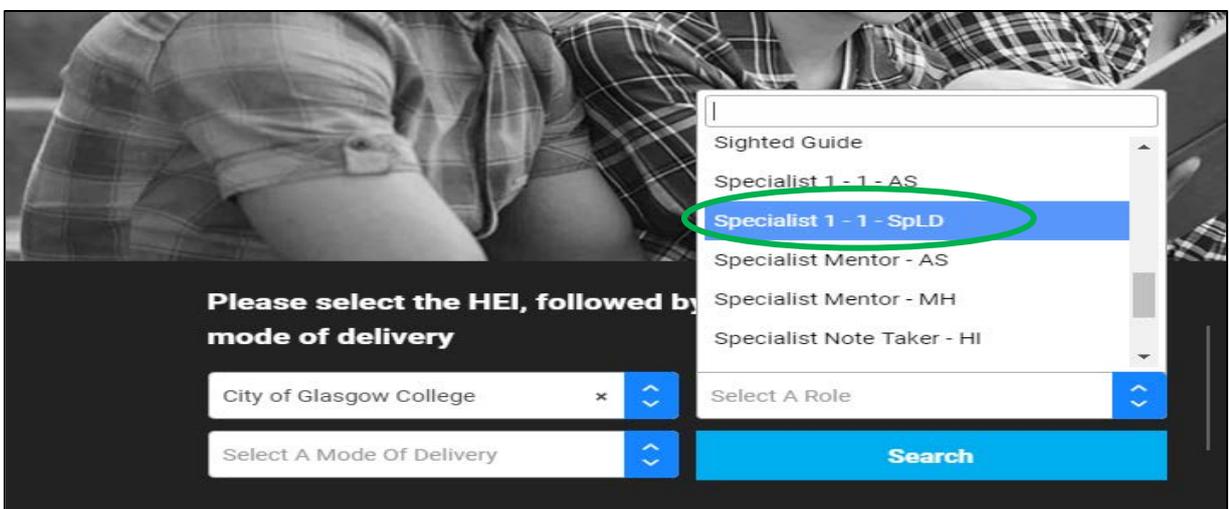
**Please note;** if you click on ‘Select an Institution’ (screenshot 1) and then type part of the institution name, for example, ‘GLA’ was used. The system will direct you towards the institutions that contain these letters. You can also use the arrows on the right hand side of the ‘Select and Institution’ box.

### Screenshot 1



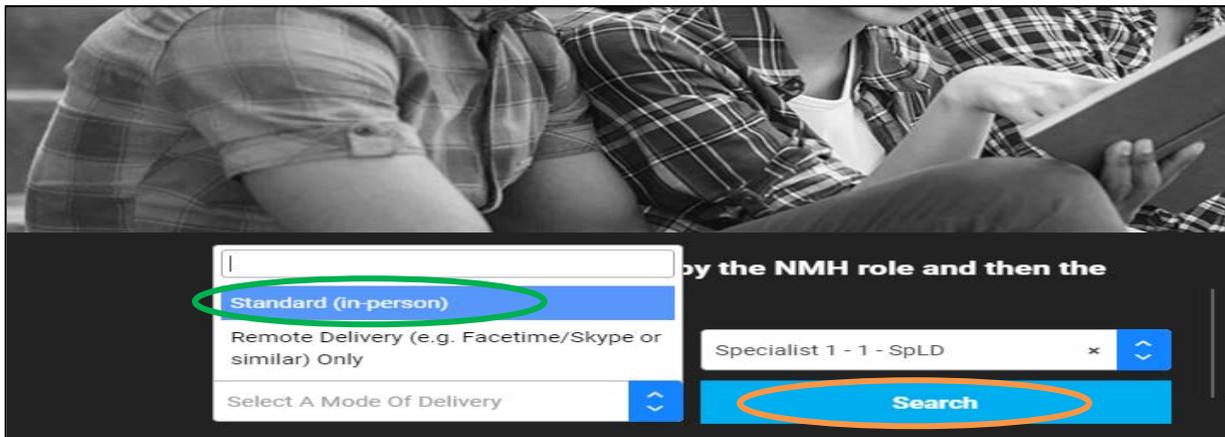
The next step is to select the required role from the ‘Select a Role’ field, highlighted in green (screenshot 2), type in part of the name and the role will appear, e.g. SpLD.

### Screenshot 2



The next step is to select the mode of delivery required from the 'Select a Mode of Delivery' field, highlighted in green (screenshot 3) and then select search, highlighted in orange.

### Screenshot 3



The results will display a list of NMH Providers who offer the requested support services by the requested mode of delivery to students who attend the institution selected (screenshot 4). **Please note;** the search results will be displayed in a random order **each time** a search is performed (Department for Education requirement).

From the results list, you can choose 'More info' highlighted in blue this will display the NMH Provider's contact details; additionally there is an option to 'View Rates'.

**Please note,** we have removed reference to any specific NMH provider details, indicated by

### Screenshot 4

Search Results: 19			
<span style="border: 1px solid black; display: inline-block; width: 100px; height: 15px;"></span>		<a href="#">More Info</a>	<a href="#">View Rates</a>
Type of NMH Provider	Business	Standard Business Hours	08:30 - 17:00
Band(s) Supported	1 2 3 4	Evening Appointments	Yes
Distance Learner	Yes	Weekend Appointments	Yes
<span style="border: 1px solid black; display: inline-block; width: 100px; height: 15px;"></span>		<a href="#">More Info</a>	<a href="#">View Rates</a>
Type of NMH Provider	Sole Trader	Standard Business Hours	09.00 - 17:00
Band(s) Supported	4	Evening Appointments	Yes
Distance Learner	No	Weekend Appointments	Yes

By selecting 'View Rates' highlighted in orange (screenshot 4), this will take you direct to the standard NMH rates table.

By selecting 'More Info', you will be taken to the NMH provider's page (screenshot 5), that will display their contact details, type of support, regions and institutions serviced.

**Screenshot 5**

Contact Name: [Redacted]  
 Telephone: [Redacted]  
 Email: [Redacted]  
 Company Registered Since: [Redacted]  
 Company Reg. Number: [Redacted]

Type of NMH Provider	<b>Business</b>	Standard Business Hours	<b>08:30 - 17:00</b>
Band(s) Supported	<b>1 2 3 4</b>	Evening Appointments	<b>Yes</b>
Distance Learner	<b>Yes</b>	Weekend Appointments	<b>Yes</b>

[View Rates](#)

**Regions supplied**  
 East Anglia

**Institutions serviced**  
 Abertay University

**Please note**, the NMH Provider’s page will only display up to 5 institutions where services are provided. If you wish to see all institutions serviced by the NMH Provider, you should select ‘View Full List’. This will open up a pop up displaying the relevant information for the NMH Provider at screenshot 6.

**Screenshot 6**

**Institutions serviced**

[Redacted] is a supplier of NMH in the following Institutions:

- Abertay University
- Aberystwyth University
- Abingdon and Witney College - Abingdon
- Abingdon and Witney College - Witney
- Academy of Contemporary Music (ACM)
- Academy of Live and Recorded Arts
- Academy of Music and Sound - Southampton
- Accrington and Rossendale College
- Adult College Lancaster
- Alton College
- American Intercontinental University
- Amersham and Wycombe College
- Andover College
- Anglia Ruskin University - Cambridge Campus
- Anglia Ruskin University - Chelmsford Campus

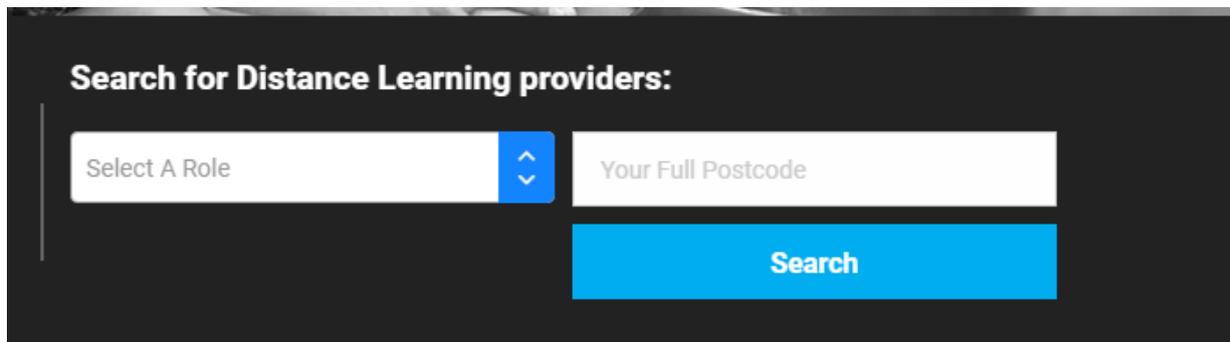
[View Full List](#)

## 2. Distance Learners (DL) search

To refine a search to display NMH Providers who provide support to students on a designated distance learner course, you should use the distance learning search and select a role from the 'Select a Role' field, highlighted in green. You should then enter the students postcode in the 'Your Full Postcode' field highlighted in orange and select 'Search', highlighted in yellow (screenshot 7). This will display a list of NMH Providers that offer NMH support to students who are on designated distance learning courses and meet the criteria for providing this support.

**Please note;** this information is displayed in distance order from the postcode entered.

### Screenshot 7



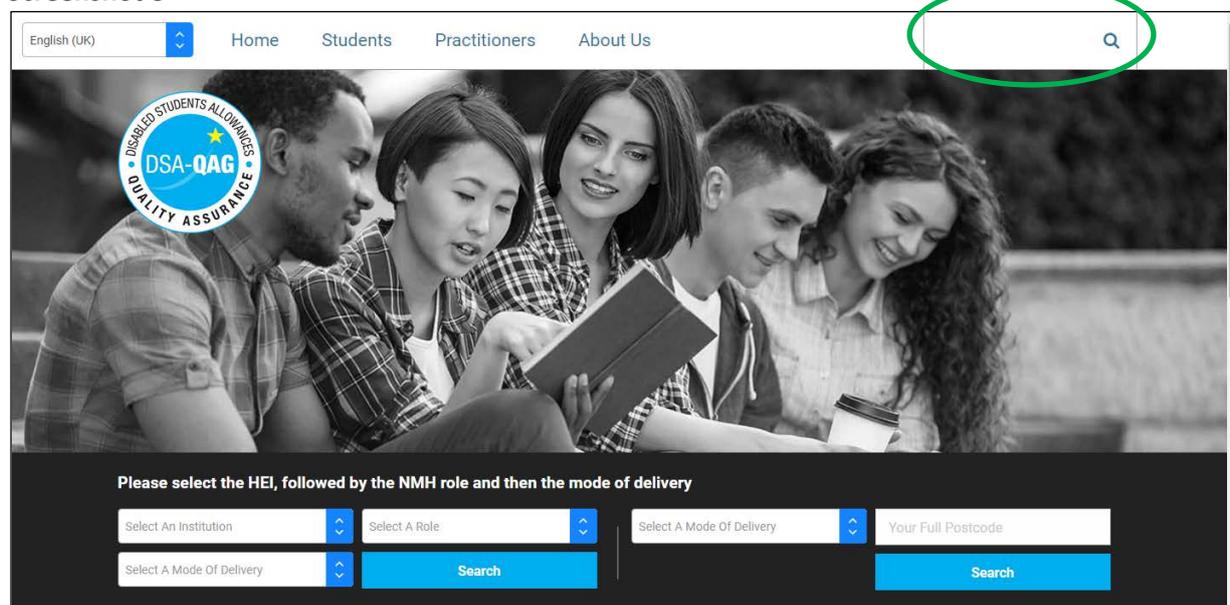
The screenshot shows a search interface titled "Search for Distance Learning providers:". It features two input fields: "Select A Role" and "Your Full Postcode". Below these fields is a prominent blue "Search" button.

## 3. Search for an NMH Provider

To search for a specific provider, please enter the name of the NMH provider in the 'Search' field highlighted in green, screenshot 8 below.

**Please note;** this will bring up the name of the organisation and if you select the 'View More' it will bring up the full details of the provider.

### Screenshot 8



The screenshot shows the main search interface. At the top, there is a navigation bar with links for "English (UK)", "Home", "Students", "Practitioners", and "About Us". A search field is highlighted with a green circle. Below the navigation bar is a large image of students studying together, with a circular logo for "DSA-QAG" (Disabled Students Allowances Quality Assurance) overlaid. At the bottom, there is a section titled "Please select the HEI, followed by the NMH role and then the mode of delivery" with several dropdown menus and "Search" buttons.