



# My Nutricia Care Portal 'How to' Set up Guide

If you have your own email  
e.g. joebloggs@xyznursinghome.com

## STEP 1

Look out for a welcome email which will be coming February 2025 with login instructions and a link to the new portal. Your **unique, individual username will also be included** in the body of this email and will be required to log into the portal moving forward.

## STEP 2

Click on the link in the email and you will be brought to the My Nutricia Care portal and prompted to create your password.

## STEP 3

You will then have access to the new My Nutricia Care portal with your own unique username and password.

If you have a shared nursing home email  
e.g. nurses@xyznursinghome.com

## STEP 1

Each nurse using the shared inbox will **need to look out for a welcome email addressed to them** which will be coming February 2025. This email will contain login instructions and a link to the new portal. Your **unique, individual username will also be included** in the body of this email and will be required to log into the portal moving forward. **Please confirm that the email is addressed to you personally before you click the registration link e.g. Dear Joe.**

## STEP 2

Click on the link in the email and you will be brought to the My Nutricia Care portal and prompted to create your password.

## STEP 3

You will then have access to the new My Nutricia Care portal with your own unique username and password.

## HINTS AND TIPS

1. Your unique, individual username which is required for login will be different to your email address and will follow the format of **firstname.surname@nutriacare.ie**
2. For quick repeat access to the portal, we recommend that you bookmark the link to the portal utilising the bookmark function on your preferred Internet Browser
3. You will be provided with a user manual to assist you in the use of the new portal.

For any queries, please contact  
your Nutricia Care Account  
Manager, HCP or email  
[nutriacare@nutricia.com](mailto:nutriacare@nutricia.com).