

NURSING IN GENERAL PRACTICE (NiGP) EMAIL NETWORK

The Email Network was created to improve communications between Nurses who work in Gold Coast General Practice. The Email Network is a Mailing List which is subscription based (ie Nurses who work in Gold Coast General Practice can subscribe to the Mailing List).

How do you subscribe to the NiGP Email Network?

Directions:

Step 1: Send an Email to nigp-subscribe@list.gpgc.com.au

Step 2: You will receive a return Email (example below):

Mailing List Subscription Confirmation Notice for Mailing List NiGP

We have received a request from nurse@generalpractice.org for subscription of your email address, "nurse@generalpractice.org", to the nigp@list.gpgc.com.au Mailing List. To confirm that you want to be added to the NiGP Email Network, simply reply to this message keeping the Subject Header intact (confirm c909ca5ab96bd54f5f1)

Step 3: You will receive a return Email (example below):

Welcome to the nigp@list.gpgc.com.au Mailing List

To post to this List send an Email to nigp@list.gpgc.com.au

CONDITIONS OF USE OF THE EMAIL NETWORK

1. Correspondence must be related to Nursing in General Practice
2. The Email Network must not be used for personal or general promotional correspondence
3. The Moderator of the List has the right to remove an individual/s Email Address from the Mailing List if the Network is not being used (by that individual/s) in an appropriate manner as outlined in Conditions 1 and 2.

Step 4: You can now send an Email as normal

- a. Send to nigp@list.gpgc.com.au
- b. Subject: whatever you wish to ask/discuss with the Group
- c. Body of Email: whatever you wish and you can include your Signature, etc

Please Note:

1. **Always Reply All:** otherwise you are only having a conversation with the person who initiated the Email rather than sharing information/knowledge with your Nurse colleagues.
2. **To Unsubscribe/Leave the List:** send an Email to nigp-unsubscribe@list.gpgc.com.au

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Moderator: Mirja Wheatley (Registered Nurse)

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