From: NEIGHBOURHOODCENTRAL (NHS NORTH EAST AND NORTH CUMBRIA ICB - 00P)
Sent: 12 November 2026 17:09
Subject: For Action: Atamis Supplier Account
Importance: High

Please create a Supplier Account for your organisation on Atamis if you do not already have one. If you have any queries about Atamis or require any support, please contact nencicb.contractingteam@nhs.net

Dear colleague,

NHS North East and North Cumbria ICB (NENC ICB) has now implemented the contracting element of Atamis, provided by the Department of Health and Social Care, to maintain an auditable contract register and support the management of all contracting processes.

Atamis is a nationally commissioned NHS system within the Health Family Single eCommercial System, and there is no cost to your organisation to register. As a comprehensive contract management system, it enables you to upload documents required by the ICB, such as policies and insurance certificates.

We are also exploring the use of the DocuSign functionality within Atamis to streamline contract approvals, manage contract variations, and further improve our current processes. Once registered, you will automatically gain access to procurement opportunities across our region, as well as visibility of opportunities nationally.

We now require all lead and prime providers who do not already have an Atamis supplier account to create one **within 3 weeks of receipt of this email** to assist in contract management for this year and in preparation for the new contracting round. To register as a "supplier" (i.e. a provider of NENC ICB-commissioned services), please visit https://health-family.force.com/s/Welcome.

The registration page includes a short video that shows you how to register and a user guide. The steps are as follows. Firstly, accept cookies, click "Register here" and agree to the User Agreement. If you do not have a Dun and Bradstreet number, and do not wish to register for one, then click "Proceed Manually" and "Continue Manually" on the two Dun and Bradstreet Search pop-ups. You are then at the data entry screen where you enter your first name, last name and email address along with your organisation's name and address. Enter the security code displayed and click "Submit". Then follow the instructions to link to an existing "supplier record" (if your organisation is already on the system) or to create a new one (if your organisation is not already on the system).

If you have any queries about Atamis or require any support, please contact nencicb.contractingteam@nhs.net

Many thanks

Steve Rundle
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NHS North East and North Cumbria Integrated Care Board