To send a file to NCN Health

- Select the required FileDrop URL and copy it into your browser
- The FileDrop will open
- Enter your email address
- Enter the message subject
- Type the message
- Add attachments (each message can be up to 1GB in size, allowing you to send multiple attachments at once)
- Click Send

Receiving a file from NCN Health

Two emails will be sent to the recipient to complete the download process

- The first email sent will contain a URL link to download the attached files.
- Click on the link and enter your email address
- A second email will contain a 'Secure Token' passcode to open the file. (The passcode is valid for 15 minutes and will then expire. If the passcode expires, a second one will need to be requested when prompted)
- Copy and paste the passcode into the required field to complete the verification process
- The attached files will be available to download within 14 days of receipt. If the file is not opened within 14 days, it will need to be re-sent
- Once the verification process has been completed and the file/s accessed, an email will be sent to the sender confirming the file/s have been downloaded

IF you do not receive an email containing the passcode, please check your spam folder in the first instance.

Nathalia Campus
36-44 McDonell St, Nathalia VIC 3638
T (03) 5866 9444
E ncnnathalia@ncnhealth.org.au

Cobram Campus
24-32 Broadway St, Cobram VIC 3644
PO Box 252, Cobram VIC 3644
T (03) 5871 0777
E ncncobram@ncnhealth.org.au

Numurkah Campus
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PO Box 128, Numurkah VIC 3636
T (03) 5862 0555
E ncnnumurkah@ncnhealth.org.au

NCN Health – FileDrop Names and URL

FileDrop Name	URL
NCN Health Community Health & Wellbeing Intake	https://files.hrha.org.au/filedrop/NCNCommunityHealthWellbeing
NCN Health Karinya	https://files.hrha.org.au/filedrop/NCNKarinya
NCN Health Numurkah Acute & UCC	https://files.hrha.org.au/filedrop/NCNNumurkahAcute
NCN Health Pioneers Lodge	https://files.hrha.org.au/filedrop/NCNPioneersLodge
NCN Health Cobram Acute	https://files.hrha.org.au/filedrop/NCNHealthCobramAcute
NCN Health Cobram DNS	https://files.hrha.org.au/filedrop/NCNHealthCobramDNS
NCN Health Cobram Medical Clinic	https://files.hrha.org.au/filedrop/NCNHealthCobramMedicalClinic
NCN Health Cobram Admin	https://files.hrha.org.au/filedrop/NCNHealthCobramAdmin
NCN Health Cobram Irvin House	https://files.hrha.org.au/filedrop/NCNHealthCobramIrvinHouse
NCN Health Nathalia Clinical	https://files.hrha.org.au/filedrop/NCNHealthNathaliaClinical
NCN Health Nathalia Medical Clinic	https://files.hrha.org.au/filedrop/NCNNathaliaMedicalClinic
NCN Health Numurkah Reception	https://files.hrha.org.au/filedrop/NCNNumurkahReception

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