



# First Time Login User Guide



Bord Altranais agus  
Cnámhseachais na hÉireann  
Nursing and Midwifery  
Board of Ireland

## Setting up your MyNMBI Account

This guide provides the steps for applicants and registrants to set up their MyNMBI account for the first time.

### You can either be:

1. **Existing user:** if you are a candidate, overseas applicant or registrant, i.e. you were given a PIN number in the past.
- OR**
2. **New user:** never interacted with NMBI before and have no NMBI PIN.

## 1. Existing users (if you have an NMBI PIN)

- I am on the Register of Nurses and Midwives
- I am on the Candidate Register, or
- I am an overseas applicant for Recognition or Registration

If you are an existing user, please **do not** create a new account.

### Step 1 Visit [MyNMBI](#)

- Please go to: [my.nmbi.ie](https://my.nmbi.ie)

### Step 2 Login using temporary username and password

- Use your temporary details sent to you by post or email in September–October 2020.
- Alternatively, please call our customer care team on **1890 200 116**.  
Open: Monday–Friday 9:00am – 5:30pm

Welcome to Nursing  
and Midwifery Board of Ireland

#### Log in

Incorrect credentials

Email / Username

Nurse@b253d

Password

••••••••

[Forgotten Password](#)

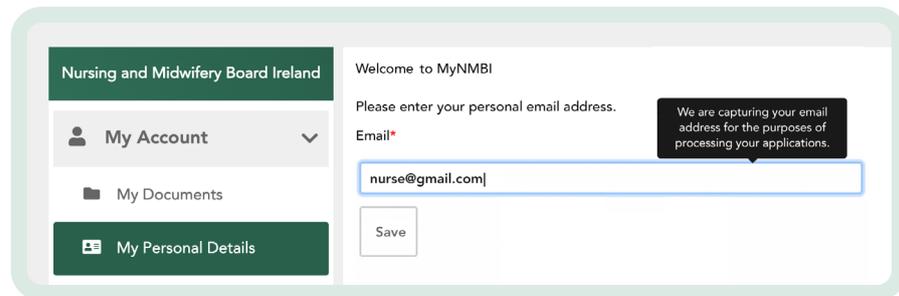
Log in

[No account yet?](#)

[Create new account](#)

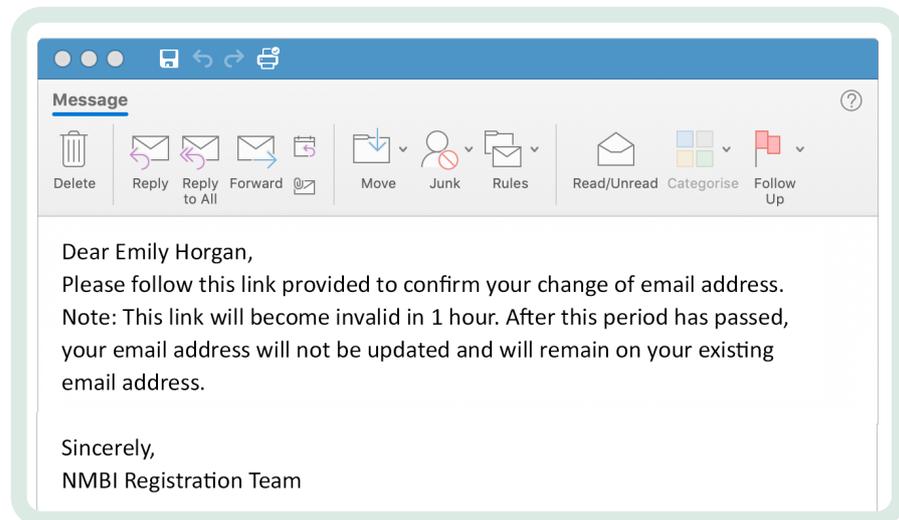
### Step 3 Enter your personal email address

- Please provide your personal email account and do not enter any third party or work email address at this stage. These are likely to change if you change employment.



### Step 4 Confirm your email

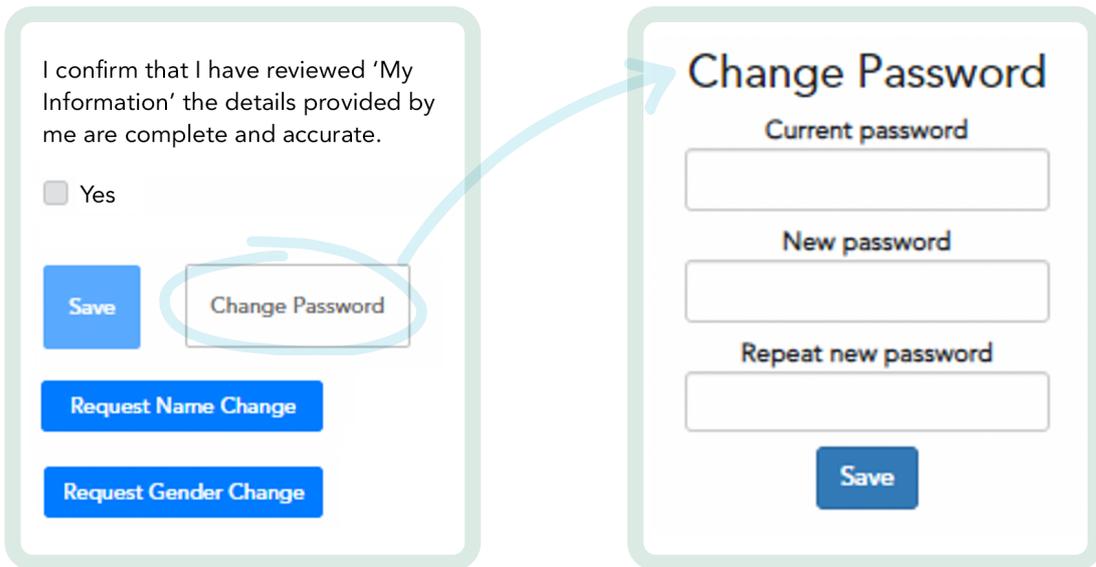
- You will then receive an email with a link to confirm your new account.
- Please open the email and click on the link within the email to confirm the account. You will need to use this email address for all subsequent logins.



We recommend that you change your password.

## Step 5 Change your password

- To change the MyNMBI password, click on 'My Account' and then 'My Personal Details'
- At the bottom of the 'My Personal Details' page you will see 'Change Password' button
- To change the MyNMBI password click on 'Change Password'
- Provide new password
- Provide your current and new password



I confirm that I have reviewed 'My Information' the details provided by me are complete and accurate.

Yes

[Save](#) [Change Password](#)

[Request Name Change](#)

[Request Gender Change](#)

### Change Password

Current password

New password

Repeat new password

[Save](#)



If you require support to login,  
please call: **1890 200 116**.  
Open from Monday to Friday  
9:00am - 5:30pm

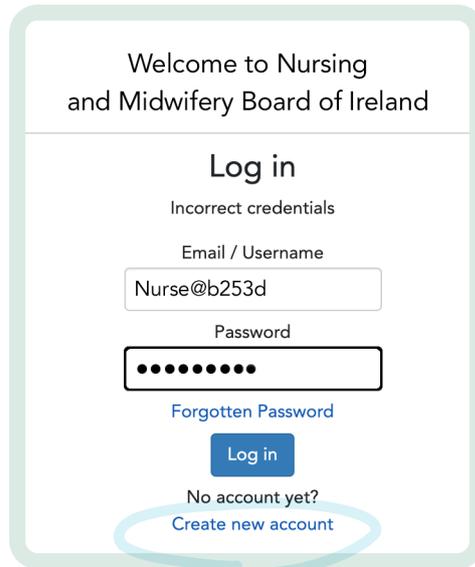
## 2. New users (with no NMBI PIN)

You have never interacted with NMBI and wish to start an application for the first time.

### Step 1 Visit [MyNMBI](#)

- Please go to: [my.nmbi.ie](https://my.nmbi.ie)

### Step 2 Click on 'Create new account'



Welcome to Nursing  
and Midwifery Board of Ireland

**Log in**  
Incorrect credentials

Email / Username  
Nurse@b253d

Password  
●●●●●●●●●●

[Forgotten Password](#)

[Log in](#)

No account yet?  
[Create new account](#)



### Step 3 Complete the account set up page

#### Account Setup

First name

Last name

Email

Password

Repeat password

I'm not a robot  reCAPTCHA  
Privacy · Terms

If you have an account [Log in](#)

### Step 4 Confirm your email

- Check your email (also check spam if needed)
- Click on the link to confirm your email.