# MedicalDirector Clinical Training for GPs

Grant Smith Kylie Goodwin Barb Repcen

MedicalDirector

Health Primary, Aged & Community Care



An Australian Government Initiative

**TELSTRA HEALTH INTERNAL** 

#### Acknowledgement of Country

Eastern Melbourne PHN acknowledges the Wurundjeri people and other peoples of the Kulin Nation on whose unceded lands our work in the community takes place. We pay our respect to Aboriginal and Torres Strait Islander cultures; and to Elders past and present. EMPHN is committed to the healing of country, working towards equity in health outcomes, and the ongoing journey of reconciliation.

### **Recognition of lived experience**

We recognise and value the knowledge and wisdom of people with lived experience, their supporters and the practitioners who work with them and celebrate their strength and resilience in facing the challenges associated with recovery. We acknowledge the important contribution that they make to the development and delivery of health and community services in our catchment.







### Agenda

#### **SPEAKERS:**



#### Grant Smith, Practice Consultant MedicalDirector | Telstra Health

#### AGENDA:

4.3 New Enhancements

Recording measures

**Recording Immunisations** 

Recording Cervical Screening

Managing Recalls and recording contact

Recording social and family history including recording alcohol and smoking

Keeping Past History items relevant

Creating letters

Data Quality and Data Cleansing

**User Preferences** 

My Health Record accessing & uploading



Kylie Goodwin, Practice Consultant MedicalDirector | Telstra Health



Barb Repcen, Program Specialist- Digital Health EMPHN





### Data Quality using coded lists, recording measures

The Tool Box is a suite of tools for recording patient readings, either calculated manually or via a <u>Diagnostic Devices</u>, with each tool provided on a separate tab as shown in the following image.

The upper section of this window provides a means to;

o Mark the date and time on which the recordings were taken, and

o Test the tools using fictitious data (<u>Sex at Birth</u> and Age). Note that although you can change the patient's sex at birth and age here, these changes are not saved back to their record.

The lower section displays a selection of tool tabs. Some tabs require that you enter general data before recordings can be made. You will be prompted accordingly when this is necessary.

Blood Glucose Blood Pressure Cardiovascular Risk - Absolute Calculator Cardiovascular Risk - Relative Calculator Electrocardiogram INR Record Paediatric Percentile Charts Renal Function Calculator Respiratory Function Weight

pol Box							×			
					В	lood F	ressure			
Date: 6/06/2024 V Time: 2:15:22 PM 🛋 Sex at Birth: Male V Age: 69 Height: 175 Patient ID: 20										
Blood Glucose Blood Pressure CV Risk ECG	i INR Renal Fur	nction Res	piratory Wei	ight						
Device Manual						Data	Graph			
Current Measurements	View: All			$\sim$						
Blood Pressure		-		-						
Cuff Location: Unspecified V	Date	lime	Location	Type	BP	Pulse	Rhythi 🗠			
Sustelio / Disestelio Pulse	22/04/2005	14:31:00	Unspecif	Sitting	130/90	84				
Systolic / Diastolic Fulse	07/08/2006	11:11:00	Unspecif	Sitting	130/80	82				
	07/12/2006	09:13:00	Unspecif	Sitting	130/90	82	_			
Standing:	29/03/2007	08:31:00	Unspecif	Sitting	130/90	82				
	19/06/2007	11:15:00	Unspecif	Sitting	130/90					
Lying:	~ 14/01/2008	08:31:00	Unspecif	Sitting	130/90					
	14/04/2008	08:31:00	Unspecif	Sitting	120/70					
	14/01/2009	08:31:00	Unspecif	Sitting	141/87	87				
	10/06/2009	14:44:38	Unspecif	Sitting	137/80	75				
	20/09/2009	11:42:00	Unspecif	Sitting	160/99					
	01/11/2009	10:49:00	Unspecif	Sitting	137/90	81				
	17/07/2010	11:29:00	Unspecif	Sitting	130/90					
	04/09/2010	10:19:00	Unspecif	Sitting	110/60	60				
	07/10/2010	13:33:00	Unspecif	Sitting	115/70	68				
	11/11/2010	10:24:00	Unspecif	Sitting	120/70	60				
	30/12/2010	09:24:00	Unspecif	Sitting	110/70					
	04/01/2011	17:31:00	Unspecif	Sitting	120/80	60				
	24/02/2011	10:49:00	Unspecif	Sitting	120/80	60				
	24/02/2011	10:51:00	Unspecif	Sitting	130/85	60				
	22/10/2011	13:35:00	Unspecif	Sitting	120/80	60				
	12/07/2012	09:09:00	Unspecif	Sitting	115/85	60				
	18/02/2013	14:12:49	Unspecif	Sitting	115/		~			
Clear Record	<						>			
Cicai Necola										
Print Reference Edit	View				S	ave	Close			





## Data Quality using coded lists, recording measures via Progress Notes

The Examination module of <u>Progress</u> <u>Notes</u> allows you to record the findings of a single consultation. Each tab within the Examination module contains a variety of controls for recording information, as shown in the following image.

Some data may also be appear automatically on this window, if it was recorded previously using other components of Clinical, such as the <u>Blood</u> <u>Pressure</u> module.

Information recorded using any of the tools within the Examination module appears in the text box at the upper-left of the window, and upon saving is added to the <u>Progress Note</u> for the consultation.

The content available to this module differs depending on the patient's recorded <u>sex at birth</u>.

Examination						×
Eye: Red Right eye. Swollen Right eye. Right eye disc	harge.					1 🔹
General 💙 C <u>V</u> S 🥂 <u>R</u> espira	tory 📜 <u>A</u> bdor	men 🔫	C <u>N</u> S	🐶 G <u>U</u>	Mus	culo-skeletal
Visual Acuity Right Left Both Without glasses With glasses Right Left Intraocular pressure Near Vision	Redness Swelling Discharge Foreign body Comeal ulcer Proptosis Pupil reaction: to Light to Accommodation Visual fields			Hyphaema Ingrowing lashes Ectropion Entropion Pterygium Ptosis Papilloedema Fundus External Ocular Movements	Right YN YN YN YN YN YN YN YN YN YN	Left YN YN YN YN YN YN YN YN YN YN YN YN
Set page to <u>N</u> AD Clear page <u>H</u> istory					<u>S</u> ave	<u>C</u> ancel

### CVD (Cardiovascular Risk Calculator) Absolute Calculator

- 1. From within the <u>Clinical Window</u>, select **Tools** > **Tool Box** > **Cardiovascular Risk**. The **CV Risk** tab appears. Select which calculator you wish to use. If you select the Absolute calculator, the following fields will be pre-populated with data, where available:
- Sex at Birth. As sourced from the patient's record.
- Age. As sourced from the patient's <u>record</u>.
- Systolic blood pressure. As sourced from the most recent blood pressure 'sitting' data, recorded within the last 2 months.
- Diastolic blood pressure. As sourced from the most recent blood pressure 'sitting' data, recorded within the last 2 months.
- **Smoking status**. A patient who has quit smoking within the last year will be considered a smoker for the purposes of the calculator.
- o Total Cholesterol. As sourced from the most recent Total Cholesterol data, recorded within the last 2 months.
- o HDL Cholesterol. As sourced from the most recent HDL Cholesterol data, recorded within the last 2 months.
- o Diabetes. As sourced from the patients past medical history, see Absolute CVD Risk Diagnosis Descriptions.
- 2. Options:

• For patients who are automatically considered 'high risk', simply click **Save** button to automatically document the risk value as >15% in the Tool Box. This will also add a note to the patient's Progress Notes. There are no further actions required. You may exit the Tool Box.

- o For all other patients, click Absolute CVD Risk Calculator button. Proceed now to Step 3.
- 3. Enter values for the following fields:
- Systolic Blood Pressure (Enter a value between 50 and 300).
- Diastolic Blood Pressure (Enter a value between 20 and 150).
- Total Cholesterol (Enter a value between 2 and 30).
- HDL Cholesterol (Enter a value between 0.2 and 20).

- **Low risk:** Less than 10% probability of cardiovascular disease within the next 5 years.
- **Moderate risk:** 10–15% risk of cardiovascular disease within the next 5 years.
- **High risk:** Greater than 15% risk of cardiovascular disease within the next 5 years.

4. Indicate the patient's smoking and diabetes status, and ECG LVH. Note that this is not the same as 'echo LVH' which is a lesser risk factor.

5. Click **Save** button. A new entry appears within the recorded data on the right-hand side of this window. Note that this data is saved to this window for future reference, and a record is made in the patient's <u>Progress Notes</u>.

ol Box						×
			Cardio	vascular	Risk Calc	ulator
)ate: 26/06/2024 V Time: 7:45:10	AM 📄 Sex at Birt	h: Male ~	Age: 69 H	eight: 175	Patient ID: 20	
lood Glucose Blood Pressure CV Risk	ECG INR F	Renal Function Respir	atory Weight			
Absolute CVD Risk Calculator Relat	ive CVD Risk Calcula	tor			Data	Graph
Current Measurements						
Blood Pressure (mmHg)				1		
Systolic: Diastolic:	Date	e Time	Туре	Risk (%)		
Total Cholesterol: mmol/L						
HDL Cholesterol: mmol/L						
Smoking Status:  Yes  No						
Diabetes:  Yes  No						
ECG LVH: O Yes O No O	Unknown					
Please note this patient does not require CVD risk assessment as they are already be at > 15% probability of CV disease with <u>More Information</u>	an absolute known to nin 5 years.					
This is a calculator only. (Nick the Save h						
save the risk percentage. Double-click a record within the table on view individual measurements.	right side to					
View guidelines and resources for: <u>Patient</u> <u>Practitioner</u> <u>Online Cal</u>	culator					
Clear Recall						

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## Recording Cervical Screening via the Patient's Record

- 1. Select the <u>Cervical Screening tab</u> in the patient's <u>clinical record</u>.
- 2. Either,
- o Click 🕂
- o Press F3
- Right-click within the list of recorded screens and select New
   Item from the menu that appears
- 3. The Record Cervical Screening Result window appears.
- o Enter the date on which the screen was obtained from the patient.
- o Select a result type from the list provided.
- o Tick check boxes as appropriate to indicate whether Endocervical cells and/or H.P.V. changes were present.
- o If you wish to generate a <u>Recall</u> notification for this patient, click **Add Recall**



🙂 Sumn	nary R <sub>x</sub>	Current Rx	1 🔊 - F	Progress	- E	Past histo	ny 🎽	Results	E Le	tter
🗡 Acupur	cture	Correspor	Indence		MDExc	hange	4	SAT	HL Heal	thLir
🕅 Da	ocuments	i 0	d scripts	- A	imm.	♀ Cer	vic <u>a</u> l Scree	ning 🔡	🗿 Obste	etric
Date	Result			End	doCx cells.	. HPV	Comment			*
20/01/1997	Negative			Yes	3	No				1
27/08/2008	Negative			Yes	3	No				
27/08/2010	Negative			Ye	3	No				Ξ
22/08/2012	Negative			Yes		No				
02/07/2013	Endocervic	al adenocarcin	oma in situ	(AIS) Ye	;	Yes				÷
4									•	

DOB: 04/07/1993	Reco	ord No:	
Screening Result			
Date: 5/06/2	024 V Result:	Negative	~
Endoo	cervical cells present	? HPV changes present?	
Comments [			
Comment:			^
			~





# Recording Cervical Screening via the Holding File

- 1. Select **Correspondence > Check Holding File** to open the <u>Holding File</u>.
- 2. From this window select which recipient will request the <u>Cervical Screening</u>.
- 3. Once within the Holding File, <u>locate</u> and select the patient for whom you wish to manually record a cervical screening.
- 4. Then, select File > Add Cervical Screening Result.
- The Record Cervical Screening Result window appears.
- Enter the date on which the screen was obtained from the patient.
- Select a result type from the list provided.
- Tick check boxes as appropriate to indicate whether Endocervical cells and/or H.P.V. changes were present.
- If you wish to generate a <u>Recall</u> notification for this patient, click Add Recall
- 5. Click **Add** to confirm and save your data. The result is added to the <u>Cervical Screening tab</u> of the patient's record.



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# Recording Cervical Screening via the Clinical Front Screen

- From the Clinical Front Screen, select Clinical
   > Cervical Screen Results > Add Result. The Select Patient from List window appears.
- 2. <u>Search</u> for and open the patient record you want to add a result for. The Cervical Screening Result summary for the patient will appear.
- Only <u>female or gender-neutral</u> patients will appear in the list.
- 3. Click **Add** The **Record Cervical Screening Result** window appears.
- Enter the date on which the screen was obtained from the patient.
- Select a result type from the list provided.
- Tick check boxes as appropriate to indicate whether Endocervical cells and/or H.P.V. changes were present.
- If you wish to generate a <u>Recall</u> notification for this patient, click **Add Recall**



💡 Cervical Sci	reening Res	ult						
Name: Jennif	Name: Jennifer Andrews					Age:	47yrs 5mths	
Address: 2 Ken	Address: 2 Kennedy Road. Bundaberg. Qld 4670					Phone	:	
Date	Result	EndoCx cells.	HPV	Comment				
20/01/1997	Negative	Yes	No					
27/08/2008	Negative	Yes	No					
27/08/2010	Negative	Yes	No					
22/08/2012	Negative	Yes	No					
Add	Edi	t <u>C</u> lose						

ord Cervical Screening Re	esult	
enny ANDERSON		
OB: 04/07/1993	Record No:	
Screening Result		
Date: 4/06/2024	✓ Result: Higher Risk	~
Endocervi	ical cells present? HPV changes present?	
Comment:		^
		~
ew AMBS 2004 Compariso	n Table Add Recall Add	Cancel

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### National Cancer Screening Register

The National Cancer Screening Register enables a single electronic record for each person in Australia participating in cervical and bowel screening. The National Cancer Screening Register plays a vital role in supporting the National Cervical Screening Program (NCSP) and the National Bowel Cancer Screening Program (NBCSP). It gives healthcare providers access to their patients' health information and makes it easier for program participants to take control of their health.

Healthcare providers that have integrated their Clinical Information System with the National Cancer Screening Register, are able to interact directly with the National Cancer Screening Register from their existing software using the NCSR widget.

This enables the user to:

- •Open the patient's record and view their test results, summary of the outcome and screening histories;
- •View the patient's screening status and alerts;
- •View the patient's next screening eligible date;
- •Generate cervical screening history report;
- •Submit Program forms to the Register cervical and bowel screening program forms;
- •View and update the patient's demographic details;
- •Manage the patient's screening participation, including opting out, resuming participation or deferring from either the bowel or cervical screening programs;
- •Cease the patient's correspondence for the cervical screening program; and
- •Nominate other people to assist your patient (such as a personal representative or another Healthcare Provider).

For further assistance, you can call the contact centre on 1800 627 701. The contact centre operates Monday to Friday, between 8am and 6pm in all Australian state and territory time zones.







### National Cancer Screening Register – Bowel & Cervical Screening

1. For registered patients, the widget appears as follows with the NCSR History tab presented by default. This tab contains the patient's history of screening results retained within the National Cancer Screening Register.

NC SR Hub						25
OODWIN , M	Irs Eliza (Fema	ale)	Patient registe	r details	~	scatt.
ledicare No: 69	95081110	DOB: 15 April	1964			
atient Alerts:	X					
Program S	tatus	Last Screening	Next Ac	tion		
Bowel New to			Due Now (newly enrolled, eligible now)		-	
Cervical N	lew to		DUE NOW			
NCSR History	Choose Form & Choose Form & Cervical Co	Report				
NCSR History Bowet Booket	Choose Form & Cervicat Coursent name:	Report				
NCSR History Bowet Bowet Program Cervical	Choose Form & Cervical Co ument name: Date 31/05/2021	Report rrespondence Descripti <u>Cervical</u> Screanin History	on Ou	tcome	_	
NCSR History Bowel Bowel Cervical Bowel	Choose Form & Cervicat Co ument name: Date 31/05/2021 29/07/2020	Report rrespondence Descripti Cervical Screenin History NBCSP- Asport	on Ou g GP No ent For Co	tcome t Referred		
NCSR History Bowet Bowet Program Cervical Bowel Cervical	Choose Form & Cervicat Co ument name: Date 31/05/2020 29/07/2020 29/07/2020	Report rrespondence Descripti Cervical Screenin History NBCSP - Assessm Report O NBCSP - Cervical	en Ou g GP No ent Foi Coi efer Program	tcome t Referred		
NCSR History Bowel Bowel Cervical Bowel Cervical Correspondent	Choose Form &           Cervicat         Co           ument name:         Date           31/05/2021         31/05/2021           29/07/2020         29/07/2020           29/07/2020         29/07/2020	Report rrespondence Descripti Cervical Screenin History NBCSP - NSCSP - Cervical OCSP - D Cervical OCSP - D	on Ou g GP No ent For Col efer Program ndence	tcome t Referred		

National Cancer Screening Register at the date occessed. Information is sourced from various third parties, including healthcare professionals, pathology laboratories and State, Territory and Commonwealth government departments. If you have any queries about the occuracy or currency of any record, please contact the NCSR Contact Centre on 1800 627 701.

Contact NCSR

NCSR Widget Version: 0.0.63

Switch to
 the Choose Form &
 Report tab to
 select a
 form/report to
 submit.

Medicare No:	4789114590	DOB: 1 August	t 1959	
Patient Alert:	s: 🔼			
Program	Status	Last Screening	Next Action	
Bowel	New to Screening		Due Now (newly enrolled, eligible now)	-3
Cervical	Actively Screening	25/03/2021	DUE	
NCSR Histo	Choose For	m & Report	C	
NCSR Histo	Choose For Cervical Description	m & Report	Contract (Insue / Douberrow Kitt)	
NCSR Histo Bowel Program † Bowel Bowel	Choose For Cervical Description NBCSP - Alt NBCSP - De	m & Report	Codel (Issue/Re-Issue Kit)	-
NCSR Histo Bowel Bowel Bowel Bowel	Choose For Cervical Description NBCSP - Alt NBCSP - De NBCSP - Op	m & Report	Ø odel (Issue/Re-Issue Kit)	_
NCSR Histo Bowel Program † Bowel Bowel Bowel Bowel Bowel	Choose For Cervical Description NBCSP - Alt NBCSP - Op NBCSP - Rej	m & Report	Ø odel (Issue/Re-Issue Kit) m it Request	-2
NCSR Histo Bowel Program † Bowel Bowel Bowel Bowel Bowel Bowel	Choose For Cervical Description NBCSP - Alt NBCSP - De NBCSP - Re NBCSP - Adt	ernative Access M fer Bowel Program t Out Bowel Progra placement FOBT K verse Events Repo	C odel (Issue/Re-Issue Kit) m it Request t	-
NCSR Histo Program ↑ Bowel Bowel Bowel Bowel Bowel Bowel Bowel Bowel	Choose For Cervical Description NBCSP - Alt NBCSP - De NBCSP - Op NBCSP - Re NBCSP - Adt NBCSP - Adt	m & Report	odel (Issue/Re-Issue Kit) m It Request ct want Details Form Request	-
NCSR Histo Program † Bowel Bowel Bowel Bowel Bowel Bowel Bowel Bowel Bowel	Choose For Cervical Description NBCSP - Alt NBCSP - De NBCSP - Op NBCSP - Re NBCSP - Adt NBCSP - Adt NBCSP - Re NBCSP - His	m & Report	odel (Issue/Re-Issue Kit) m It Request It ant Details Form Request	
NCSR Histo Program † Bowel Bowel Bowel Bowel Bowel Bowel Bowel Bowel Bowel Bowel	Choose For Cervical Description NBCSP - Alt NBCSP - De NBCSP - Re NBCSP - Re NBCSP - Re NBCSP - His NBCSP - Col	ernative Access M fer Bowel Program t Out Bowel Progra placement FOBT K verse Events Repor placement Particip itopathology Form ionoscopy Report	Ddel (Issue/Re-Issue Kit)       m       It Request       Ct       sant Details Form Request	
NCSR Histo Bowel Bowel Bowel Bowel Bowel Bowel Bowel Bowel Bowel Bowel Bowel Bowel Bowel Bowel Bowel Bowel Bowel	Choose For Description NBCSP - Alt NBCSP - Del NBCSP - Col NBCSP - Rej NBCSP - Rej NBCSP - His NBCSP - Col NBCSP - Col	ernative Access M fer Bowel Program t Out Bowel Progra placement FOBT K verse Events Repor placement Particip topathology Form ionoscopy Report Assessment Repo	odel (Issue/Re-Issue Kit)       m       it Request       ct	

Records shown are those that have been processed and included in the National Cancer Screening Register at the date accessed. Information is sourced from various third parties, including healthcare professionals, pathology laboratories and State, Territory and Commonwealth government departments. If you have any queries about the accuracy or currency of any record, please contact the NCSR Contact Centre on **1800 627 701**.



### National Cancer Screening Register – Bowel & Cervical Screening

3	Compl	ete	and	submit	the	form
5.	Compi		ana	Submit	UIIC	101111.

lowel - NBCSP	- Colonoscopy Report			
SOODWIN , M Note of Birth 15 April 1964	rs Eliza (Female) Age Medicare Number 57 6995081110	Address 110, Bundaberg	Australian Government	
	Patient details/ Referring GP	Sedation Colonoscopy		
	Patient Details			
	Does the patient identify as Aboriginal or Torres Strait Islander origin? (If known)	<ul> <li>Aboriginal</li> <li>Torres Strait Islander</li> <li>Aboriginal and Torres Strait Islander</li> <li>Non Indigenous</li> <li>Prefer not to answer</li> </ul>		
	What is the patient's Country of Origin? (if known)			
	What is the patient's preferred language spoken at home? (If known)			
	Was this a public or private patient?	Private patient     Public patient		
	Referring general practitioner			
	Doctor's Provider number lookup			
	Or tick here to manually enter provider details			
	Submit Form			





### Prescribing Select Drug

There are a number of ways you can prescribe medications, all of which can only be performed from within a patient's <u>Clinical Window</u>:

Select the <u>Current Rx tab</u> and then to add a new item, click or press F3 or right-click within the current medications list and select New Item from the menu. The Select Drug window appears. Proceed to Step 1 below, or
To back-date a script, select the <u>Current Rx tab</u> and then to add a new item, enter the 'Script Date' as required at the bottom of the Current Rx tab, click or press F3 or right-click within the current medications list and select New Item from the menu. The Select Drug window appears. Proceed to Step 1 below, or

•Prescribe from your <u>Drug Favourites</u> list (should you have any favourites saved), by clicking R in the toolbar. The Select Drug window appears. Proceed to Step 1 below, or

•Select a medication from within <u>MDref</u>. Within in MDref, highlight the item you wish to prescribe and then click **Prescribe** button at the bottom-left of the MDref Explorer window. The Enter Dose window appears. Proceed to Step 2 below, or

•Select from any <u>Drug Protocols</u> you have created. Proceed to Step 12 below, or

•Re-prescribe from the patient's old scripts. Select the <u>Old Scripts tab</u>, located and right-click the item you wish to re-prescribe, and select Prescribe Item from the menu that appears. Proceed to Step 2 below.

R <sub>x</sub> Select Drug									Х
Enter drug name (Trade or Generic )	0					🖻 Selec	t drug by cl	lass	R,
Exclude OTC items from search result									
Drug name	Strength	Qty.	Rpts.	Avail.	RPBS	B.P.P.	T.G.P.	S.P.C.	^
ASPIRIN DISP'TABLET	500mg	16		\$-OTC	No				
ASPIRIN EC CAPSULE	100mg	28		\$-OTC	No				
ASPIRIN EC CAPSULE	100mg	84	x1	\$-OTC	Yes				
ASPIRIN EC CAPSULE	100mg	140		\$-OTC	No				
ASPIRIN EC TABLET	100mg	28		\$-OTC	No				
ASPIRIN EC TABLET	100mg	60		\$-OTC	No				
ASPIRIN EC TABLET	100mg	84	x1	\$-OTC	Yes				
ASPIRIN EC TABLET	100mg	120		\$-OTC	No				
ASPIRIN EC TABLET	100mg	168		\$-OTC	No				
ASPIRIN EFF' TABLET	500mg	16		\$-OTC	No				
ASPIRIN MIXTURE		200mL		\$-OTC	No				
ASPIRIN TABLET	100mg	90	x1	\$-OTC	Yes				
ASPIRIN TABLET	100mg	112	x1	RB	Yes				5
	100	110			~				÷
Dosage and Other Information		Autho	nty - RB Re	estriction					
Dose: 1 capsule daily with glass of water		∧ Note	The enter	ic coated p	preparatio	ns are for	r patients w	rith a	$\sim$
		signif	cant risk o	r gastrointe	stinal ble	eaing.			
		× .							$\sim$
Proporiho Dotailo Pl	Managemph	Pranda		umant Clay	N	ataa			
	Monograph		oup C	unent Cias	55 110	otes	INF 3 RAD		use

1. The Select Drug window appears. Select an item by either:

o Typing the name of the medication into the Enter Drug Name text box (you need only type the first few letters for a search to commence), and doubleclicking the drug or selecting the drug and clicking **Prescribe** button

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### Prescribing Selecting Drug by Class

2. (Optional) You can further filter the list of medications by:

o Ticking the Exclude OTC... check box to refresh the medications list to hide Over-The-Counter medications,

o Clicking **Brands** Button to show generically equivalent brand names with the same strength as the highlighted item,

o Clicking **Group** button to display all members of the Therapeutic Group to which the selected medication belongs. This button is only available to medications that belong to a Therapeutic Group,

o Clicking **Current Class** button to display all items from <u>MDref</u> that are in the same therapeutic class as the highlighted item.

o Right-clicking a medication, and selecting the 'Single and Multi-Ingredient Products' option, which allows you to see other medications that contain at least one of the same ingredients of the selected medication. See <u>Single and Multi-Ingredient Products</u> for more information.

- 3. Click **Prescribe** button to prescribe your medication of choice.
- 4. (Optional) Once you have selected the medication, you may be notified of any possible drug interactions.
- 5. (Optional) If you have an existing Limited Prescription for this patient, a prompt is displayed. Select the most suitable option for your patient to continue.

o Accessing the MDref Class Browser by clicking **Select drug by class** button and selecting a drug from there

o Displaying your <u>favourites</u> list by clicking

on the Select Drug window, and selecting a drug from the list that appears

- PBS Pharmaceutical Benefits Scheme
- RPBS Restricted Pharmaceutical Benefits Scheme
- B.P.P. Brand Price Premium
- T.G.P. Therapeutic Group Premium
- S.P.C. Special Patient Contribution

R <sub>x</sub> Select Drug									×		
Enter drug name (Trade or Generic ) ASP (e) Select drug by class R <sub>x</sub>											
Exclude OTC items from search result											
Drug name	Strength	Qty.	Rpts.	Avail.	RPBS	B.P.P.	T.G.P.	S.P.C.	^		
ASPIRIN DISP'TABLET	500mg	16		\$-OTC	No						
ASPIRIN EC CAPSULE	- 100mg	28		\$-OTC	No						
ASPIRIN EC CAPSULE	100mg	84	x1	\$-OTC	Yes						
ASPIRIN EC CAPSULE	100mg	140		\$-OTC	No						
ASPIRIN EC TABLET	100mg	28		\$-OTC	No						
ASPIRIN EC TABLET	100mg	60		\$-OTC	No						
ASPIRIN EC TABLET	100mg	84	x1	\$-OTC	Yes						
ASPIRIN EC TABLET	100mg	120		\$-OTC	No						
ASPIRIN EC TABLET	100mg	168		\$-OTC	No						
ASPIRIN EFF' TABLET	500mg	16		\$-OTC	No						
ASPIRIN MIXTURE		200mL		\$-OTC	No						
ASPIRIN TABLET	100mg	90	x1	\$-OTC	Yes						
ASPIRIN TABLET	100mg	112	x1	RB	Yes				~		
Dosage and Other Information	100	Authorit	, - RB Re	striction	V						
Dose: 1 capsule daily with glass of water		Note: T	he enterio	c coated r	preparatio	ins are for	natients wit	h a			
Dose. I capadie dally militigidas of mater		significa	ant risk of	gastrointe	stinal ble	eding.	patiente mi				
		~							$\sim$		
Prescribe Details PI	Monograph Brand	<b>ds</b> <u>G</u> roi	Jp Ci	urrent C <u>l</u> as	ss <u>N</u> r	otes	NPS <u>R</u> ADA	R <u>C</u>	ose		



### **Drug Notifications**

#### Use in Pregnancy Х Ľ. RITALIN TABLET is pregnancy category D: Drugs which have caused, are suspected to have caused, or may be expected to cause, an increased incidence of human fetal malformations or irreversible damage. These drugs may also have adverse pharmacological effects. Do you wish to continue? Cancel PI Monograph Proceed

Drugs of Dependence Regulations X	Drugs of Dependence Regulations X
RITALIN TABLET	RITALIN TABLET
Does the patient meet the Queensland Health definition of drug dependent? For more information, click <u>here</u> to review these requirements. Yes No Cancel	Has the patient been prescribed, or are they likely to be prescribed drugs of dependence which require an approval/report to Queensland Health? For more information, click <u>hare</u> to review these requirements. Yes No Cancel
Exclude this patient from this prompt	Exclude this patient from this prompt



PBS/RPBS Codes								
PBS	Pharmaceutical Benefits Scheme unrestricted benefit							
RB	Pharmaceutical Benefits Scheme restricted benefit							
AUTH	Pharmaceutical Benefits Scheme Authority required							
sAUTH	Pharmaceutical Benefits Scheme Streamlined Authority required							
Sect. 100	Pharmaceutical Benefits Scheme Section 100 item							
RPBS RB	Repatriation Pharmaceutical Benefits Scheme restricted benefit							
RPBS AUTH	Repatriation Pharmaceutical Benefits Scheme Authority required							
\$-Rx	Private prescription							
\$-OTC	Product available without prescription							
\$-HOSP	Available only through hospital pharmacies							
Medicare	Item payable as a Medicare benefit							
SAS	Special Access Scheme item							
Unregis'd	Product not registered with TGA							





Health

## Authority Items

If a prescribed medication item requires an Authority, during the prescribing process an additional step is required; after the 'Dose/Frequency/Instructions' window has been completed, another window displays all the information that is required to obtain an Approval Number (by telephone).

• The Authority Number displayed is the 'Script Number', which must be quoted if you are required to (or choose to) obtain telephone approval.

• The Approval Number can be entered manually into the Approval Number text box if you are required to telephone for an approved number. Alternatively, using Medicare Australia's Streamlined Authority system, an Approval Number may be generated automatically for eligible medications. You can always change this number if you need to use a different Approval Number. Once changed manually, clicking **Use Default Number** button will reset the Approval Number to the default as dictated by Medicare Australia's Streamlined Authority system.

• If an Approval Number is entered, it is printed on the prescription. If it is not entered immediately, and telephone approval is subsequently obtained, it can be hand-written on the prescription in the appropriate places after the prescription has been printed.

• Some medications deemed eligible for Medicare Australia's Streamlined Authority system have multiple Approval Numbers associated with them that you can choose from. When these medications are prescribed, a **View List** button appears (in place of **Use default number** button shown in the image. On clicking **View List** button you will be presented with the Available Approvals window from which you can select an appropriate Approval Number.

• The quantity and number of repeats can be altered if necessary. For medications deemed eligible for Medicare Australia's Streamlined Authority system you can decrease the quantity and repeats without affecting the pre-generated Approval Number. Increasing these figures will require that you obtain an Approval Number.

 $\circ$  Check boxes are provided on this window to allow the Authority to be marked to indicate if a previous Authority has been obtained, and whether the prescription is to be sent to the patient or returned to the practitioner.

• Buttons allow you to choose whether the item is to be printed as an Authority prescription or as a Private prescription. If Private is chosen, the drug's code is changed from 'A' to '\$', and it is printed on a private prescription.

• If **Authority** button is clicked, the item is printed as an Authority prescription. The text appearing in the edit box is printed on the Medicare Australia copy of the prescription as the Indication for Authority. This text can be edited if required. For example, some drugs require the date of an endoscopy to be added to the indication. In other cases, the same item may have multiple approved indications. The text should be edited so that the appropriate indication is displayed. When **Authority** button is clicked, the edited text is stored in that patient's record so that when subsequent Authority prescriptions are written, the text does not need to be re-edited.

• When the Authority prescription is printed, the third (Medicare Australia/DVA copy) and fourth (Practitioner's copy) copies of the prescription are printed on the white space below the original and duplicate. As MedicalDirector Clinical also keeps a copy of the prescription, it is not necessary for the prescriber to keep the printed fourth copy, however Medicare Australia requires it to be printed.

Because of space limitations, it is not possible to put lengthy instructions on authority prescriptions, and they are truncated to fit
 the available space.











# AusDI content is accessed daily by



17,500+ GPs across 4,500+ practices in their MedicalDirector Clinical and Helix prescribing software



#### 11,000+ dentists and 350+ nursing homes



#### Universities, public and privat hospitals across Australia



Retail pharmacists and accredited pharmacists engaging in medication reviews

# Australia's most up-to-date medicines database

#### Supports industry compliance

Pharmacy Board of Australia and Pharmacy Registration Board of WA AusDI helps to support compliance requirements featured in the list of essential reference texts for Pharmacists.

#### Pharmaceutical Benefits Scheme (PBS) AusDI is updated daily by an Australian based pharmacy editorial team under the guidance of an independent editorial advisory committee. It is then published



Seamless Integration with SHPA's Don't Rush To Crush The most comprehensive guide to administering oral medicines to people who have swallowing difficulties or an enteral feeding tube.

Brought to you by the Society of Hospital Pharmacists of Australia (SHPA)

#### Dispense and prescribe with confidence

Independent drug monographs Obtain a suite of independently authored, clinically relevant monographs written at a single drug or class level covering both Therapeutic Goods Administration (TGA) approved and off-label indications, pharmacology/pharmacokinetics, precautions, side/adverse effects, counselling points and dosing information.

#### Product identifier

Identify unknown products based on physical characteristics such as shape, scoring, colour or markings.

#### Product information

Access the most recent TGA approved content sourced directly from multiple sources.

#### Consumer medicines information Find the most recent documents sourced directly from pharmaceutical manufacturers in pdf format.

Drug interactions and safety Identify clinically significant drug-drug, drug-food and drug-complementary medicine interactions, duplicate therapy warnings and shared adverse effects.

#### 

A maximum daily dose of 60 mg should not be exceeded for the treatment of narcolepsy

#### Administration

Ritalin 10 tablets

MedicalDirector

The rate of absorption and, therefore, onset of action is faster when Ritalin 10 tablets are taken with food. Dosage should, therefore, be standardised in relation to food to ensure consistency of effect. Doses should be administered 1 to 2 hours before the maximum effect is required.

#### Ritalin LA

Ritalin LA capsules should be administered orally once daily in the morning.

Ritalin LA may be swallowed as whole capsules or alternatively may be administered by sprinkling the capsule contents on a small amount of soft food (see specific instructions below). Ritalin LA capsules and/or their contents should not be crushed, chewed or divided.



U Health Primary, Aged & Community Care



### Prescribing Product Information, Prescribing options & more

The Enter Dose window appears. It is within this window that you record data about the 6. dosage of the medication you are prescribing. You can also access **Product Information** about the medication via **PI** button.

- Set the dosage (using the Dose Calculator if desired).
- Select a frequency. 8.
- Indicate instructions as required, from either the list provided or by using stored text from the 9. MedicalDirector Clinical Glossary.
- Choose a Route of Administration from the list provided. 10.
- Select one of the Purpose of Action options, including: 11.
- Product Advised here. Allows you to recommend a medication that does not require a script to 0 be printed, such as cough syrup.
- Product Supplied here. Allows you to administer a medication without printing a script. For example, you may wish to administer a medication that you stock at your practice.
- 12. Select the Duration of Medication; Long Term or Limited. The default is Limited, which can be altered via Prescribing Options.
- 13. Long Term. Allows you to prescribe an on-going medication. When the medication runs out it is assumed it will be renewed (e.g. insulin injections for diabetes). Long Term medications remain on the Current Rx tab until manually deleted.

14. Limited. Allows you to issue the prescription for once-off or limited duration medication (e.g. cough medicine). Limited medications remain on the Current Rx tab even when the estimated duration expires, at which time a prompt will notify you of the cessation upon opening the patient's record.







Health

### Prescribing Active ingredient, Brand, Favourites & more

15. (Optional) Tick the MyHealthRecord Consent check box to indicate that you have the patient's consent to add details of this prescribed medication to the patient's <u>My Health Record</u> record. An indication of the patient's consent is displayed under the MyHealthRecord Consent column on the <u>Current Rx</u> tab.

This check box is only available if the following conditions have been met;

- You have enabled My Health Record
- You have <u>enabled ePrescribing</u>

This check box is ticked by default, unless the patient has set their record privacy to 'non-advertised' via the My Health Record consumer portal (a check for this setting is made upon opening the patient's record in MedicalDirector Clinical). If during the consultation the patient changes their mind, and grants consent to upload a given medication to their My Health Record, you can tick this check box now. Under such circumstances, patient consent must be granted per medication i.e. this check box will be un-ticked for subsequent medications until such a time as the patient logs onto the consumer portal and changes their record privacy.

Scripts approved for uploading to the My Health Record System in this manner are transferred when you print the script.

- 16. (Optional) Tick the Include Brand Name on Script check box if you wish to print the medication's associate brand name on the script. See <u>Active Ingredient Prescribing</u> for more information.
- 17. (Optional) Tick the Brand Substitution Not Allowed check box if required.
- 18. (Optional) Tick the Exclude from Active Script check box
- 19. (Optional) Tick the Script Owing check box to print a QR code to fax/email the pharmacy directly, instead of handing to the patient.
- 20. (Optional) Tick the Add to Favourites check box to add the drug to a <u>favourites list</u>, which is accessible when prescribing via  $\mathbf{R}_{\mathbf{x}}$

- 21. (Optional) Ticking the Save as Default check box saves the dosage, instructions and duration so they are available next time the drug is selected.
- 22. Record the start date of the medication. The default date is the current date.
- 23. Click **OK** button when you are ready to continue.

nter Dose				>
		ASPIRIN EC TABLET 10	)0mg	
Drug details				Route of Admin
Dose: 1 tablet daily				Oral - Swallowed
<u>P</u> I Dose 11	Monograph Stat Daily Every alternate day Every third day In the moming Midday	Instructions Nil If required As directed Before meals With meals After meals	•	Purpose of action  Purpose of action  Print prescription  Hand-written prescription  Product advised here  Product supplied here  Advised or prescribed elsewhere
	A night Twice a day 3 times a day 4 times a day Two hourly Four hourly Six hourly Bight hourly Weekly	Left side Right side To both sides Plus as required Other		Duration of medication Cong term Cong term
Calculate				Brand substitution not allowed
ePrescribing Options Note to Pharmacist	(included with ePrescription token or	ıly)	*	Exclude from Active Script List     Direct Dispense     (Do not provide to patient, provide directly to pharmacy)     Script Owing (Medication already supplied)
Unusual dosage	Pharmacy to dispense			
Add to <u>f</u> avourites	Save as <u>d</u> efault	Start date of medication 3/05/2022		<u>O</u> k Cancel

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25. You will be prompted to confirm the <u>drug</u><u>quantity and repeats</u>. Modify if necessary and clickOK button to continue.

This prompt will differ slightly, depending on whether you are prescribing a limited or regular medication. It is possible to disable the prompt for regular medications via <u>Prescribing Options</u>.

26. (Optional) If you are prescribing a PBS/RPBS Restricted Benefit medication, you will be prompted accordingly. See <u>PBS/RPBS Restricted</u> <u>Benefit Medications</u> for further information.

Drug Quantity & Repeats		$\times$						
<u>Q</u> uantity	<u>C</u> ompletion date							
30   Default = 30     Quantity in words	Select the anticipated date of completion for the treatment.							
	April 2022							
<u>R</u> epeats	Mon Tue Wed Thu Fri Sat Sun							
0 Default = 0								
Days between repeats								
	18 26 27 28 29 30 1							
<u>Anticipated completion of treatment (days)</u> Default = 30	19 2 3 4 5 6 7 8 Today: 26/04/2022							
Use defaults?	<u>O</u> k Cancel							





### Prescribing

27. The Reason for Medication window appears, prompting you to record a reason for the medication. This is optional, so if you wish not to record a reason click Close. See also the Diagnosis Coder. If you choose to enter a reason, either;

- o Pick a hard-coded reason by typing the first few letters of the reason into the Pick from List (Coded) text box, and then selecting the reason from those that appear in the corresponding list, or
- o Enter a custom reason by selecting the Free Text (Uncoded) option and then typing the reason into the corresponding text box, or
- o Select an existing reason from the Existing Past Medical History Items list.
- o The following options are also available from this window:

• Save in Past Medical History check box. Ticking this check box will save the Reason for Medication to the patient's Past History tab. Enabling this check box also makes available the Active, Confidential and Summary check boxes.

- Save as Reason for Contact check box. Ticking the Save as Reason for Contact check box will add a corresponding note to the patient's Progress Notes.
- Left and Right check boxes. The Left and Right check boxes allow items to be marked as either on the left side of the body, right side of the body or by ticking both, bilateral.
- Active check box. Ticking this check box will save the Reason for Prescription to the patient's Past History tab and flag it as an active condition.
- Confidential check box. Ticking the Confidential check box prevents the item from being printed on letters, Pathology/Radiology requests, or in printed history summaries for the patient's chart. It is provided so that sensitive items (e.g. termination of pregnancy) will not appear on a referral for an eye examination, for example.
- Summary check box. The Summary check box allows items to be marked as summary items. They will appear on printed summaries and on letters/request forms (provided they have not been marked as Confidential). If not marked as a summary item, the item will appear on-screen, but will not appear on any printed output. This prevents the printed summaries, letters and request forms from becoming too lengthy with relatively trivial entries i.e. only items of significant importance in the patient's Past History should be marked as Summary items.
- 28. Click OK button when you are ready to continue.
- 29. The Select Drug window reappears, awaiting further prescriptions (this functionality can be disabled via Prescribing Options).
- o Proceed with the prescribing of further items if you wish, or click Close to cease.
- o Prescriptions that you have added now appear within the patient's Current Medications List (Current Rx tab), and are flagged as ready for printing.
- 30. Print scripts as required.



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You can indicate whether the patient wants the medication to appear on their active script list.

ASPIRIN EC TABLET 100ng Purg details Dese: 11 tablet daily Purg details Purg detail	nter Dose				>
Dug detais       Route of Admin         Dose: 1 tablet daily       Image: Calculate         Pl       Monograph         Dose       Frequency         Image: Calculate       Image: Calculate         Image: Calculate       Image: Calculate         Image: Calculate       Prescription token only)         Note to Pharmacit       Image: Calculate         Image: Calculate       Prescription token only)         Image: Calculate       Prescription token only)         Image: Pharmacy to dispense       Prescription token only			ASPIRIN EC TABLET 1	00mg	
Dose: 1 tablet daily       Image: Calculate         P       Monograph         Dose       Frequency         Image: Calculate       Frequency         Image: Calculate       Image: Calculate         Image: Calculate       Image: Calculate         Image: Calculate       Prescription token only)         Note to Phemacist       Image: Calculate         Image: Calculate       Prescription token only)         Note to Phemacist       Image: Calculate         Image: Phemacy to dispense       Prescription token only)	Drug details				Route of Admin
Purpose of action         Purpose of action         Print prescription         Dose         1         Daily         Every shired day         Notice working day         At right         Twice a day         3 times a day         4 times a day         Two hourly         Suth outly         Bight hourly         Weekly         Note to Pharmacist	Dose: 1 tablet daily				Oral - Swallowed
Calculate       Brand substitution not allowed         ePrescribing Options (included with ePrescription token only)       Exclude from Active Script List ()         Note to Pharmacist       Direct Dispense         (Do not provide to patient, provide directly to pharmaci       Script Owing (Medication already supplied)         Unusual dosage       Pharmacy to dispense	EI Ma	Prequency Stat Daily Every attemate day Every third day In the moming Midday At night Twice a day 3 times a day 4 times a day 4 times a day 5 to hourly Four hourly Six hourly Six hourly Weekly Ni	Instructions NI If required As directed Before meals With meals After meals Left side Right side To both sides Plus as required Other	•	Purpose of action  Purpose of action  Print prescription  Product advised here  Product supplied here  Advised or prescribed elsewhere  Duration of medication  Long tem  Limited  Send to MyHealthRecord  Active Ingredient Prescribing  Include brand name on script
ePrescribing Options (included with ePrescription token only) Note to Pharmacist Unusual dosage Pharmacy to dispense	Calculate				Brand substitution not allowed
Unusual dosage Pharmacy to dispense	ePrescribing Options (in Note to Pharmacist	cluded with ePrescription token on	ly)	٢	Exclude from Active Script List
Unusual dosage Pharmacy to dispense				~	Direct Dispense (Do not provide to patient, provide directly to pharmacy) Script Owing (Medication already supplied)
	Unusual dosage	Pharmacy to dispense			
Start date of medication	Add to favourites	Save as default	Start date of medication		

When an item is marked as 'Script Owing' on the Enter Dose window, only paper tokens will be permitted (no SMS or email).

		ASPIRIN EC TABLET 100	lmg
Drug details			Route of Admin
Dose: 1 tablet daily	/		Oral - Swallowed     Purpose of action
<u>P</u> I	Monograph		Print prescription     Hand-written prescription
Dose	Frequency	Instructions	Product advised here
1	Stat	Nil Fractuited	O Product supplied here
	Every alternate day Every third day In the moming Midday	As directed Before meals With meals After meals	Advised or prescribed elsewhere
	At night	Left side Right side	Duration of medication
	3 times a day	To both sides	O Long term
	4 times a day Two hourly	Other	O Limited
	Six hourly Six hourly Eight hourly		Send to MyHealthRecord
	Weekly		Active Ingredient Prescribing
			Include brand name on script ()
Calculate			Brand substitution not allowed
ePrescribing Option Note to Pharmacist	s (included with ePrescription token	only)	Exclude from Active Script List
			Direct Dispense
			Script Owing (Medication already supplied)
Unusual dosage	Pharmacy to dispense		
		Start date of medication	
Add to favourites	s Save as default	3/05/2022	V Ok Cancel





Health

State / Territory Legislation Requirements	$\times$
Legislation requires that the following is completed.	
Authorisation number	
A medical practitioner must hold a State / Territory issued number(s) in order to prescribe restricted medicines in that State or Territory. In order to prescribe restricted medicines the in-date State or Territory number that you hold must be entered into t field above and is needed by State legislation to endorse each restricted medication to be prescribed	he
<u>O</u> K <u>C</u> ancel	

When an item is a Schedule 8 (S8) medication, you will be prompted for an approval / authority / warrant / permit number.

Quantity 50mL Default = 50mL Quantity in words	Completion date Select the anticipated date of completion for the treatment.							
	4			Ma	y 2022			÷
<u>R</u> epeats		Mor	Tue	Wed	Thu	Fri	Sat	Sun
6 Default = 6	1	31	26	27	28	29	30	1
	19	2	3	4	5	6	7	8
Days between repeats	20	9	10	11	12	13	14	15
20 Default = 20	2	16	17	18	19	20	21	22
Antiping to depend the of the strengt (days)	2	2 23	24	25	26	27	28	29
Anticipated completion of treatment (days)	2	31 30	31	1	2	3	4	5
30 Default = 30				To	dav: 2	6/04/2	2022	

• When an item is a Schedule 4B (NSW) or Schedule 4D (TAS) medication (e.g. TESTOSTERONE CREAM), altering the number of repeats activates the 'Days between repeats' field on the 'Drug Quantity & Repeats' window. This is existing behaviour for S8 items but was expanded to include the S4B and S4D.

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### Paperless Electronic Prescribing

The Prescription Preview window additionally provides the options to SMS or Email an electronic token or print a paper token.

• A suggested delivery method will be preselected for you. This selection is determined by <u>information found in the</u> <u>patient's record</u>, with priority going to SMS followed by Email and then Printed media.

If the user has <u>specified a Prescriber Type</u> other than 'Medical Practitioner' or 'Nurse', and their state is either ACT or SA, 'Restricted Use For' information appears on prescriptions.

SMS fees are subsidised until 31 July, 2027. Please enable SMS via Settings > Centre, before government subsidies expire, to continue to provide patients with SMS prescription delivery.

erver prescription token by	Prescription 1 of 1 ≤ Back Next ≥
SMS * Register SMS is free until 30 September 2020, in light of COVID-19. Email *	PBS/DVA AUTHORITY SCRIPT No: 00099988 Dr A. Practitioner Shop 4, 12 Heidke St. Kiama. 2533 Phone: 0212345678 Prescriber Number 2999609 Refer to the down to 123456780011.1
<ul> <li>Paper Token (Letter Printer)</li> <li>Printed Prescription (Script Printer)</li> </ul>	Pharmaceutical penefitis entitlement No. PBS Safety Net Concessional or dependant RPBS beneficiary or PBS Safety Net entitlement cardholder Net Concession cardholder
ote: The prescription shown is only a preview using paper script format to make the review of the ledications easy to read. Urgent supply / owing scripts: A paper token will be rinted when an urgent supply / owing script needs to e given to the pharmacy. Do not provide it to the atient. No electronic token will be sent to the patient.	Patient's name MF John Patient Address 123 Walker Street Demotown 2350 Send to Patient [Y] Date 5/06/2020 PBs X RPBS Brand substitution not permitted Script No: 12345678 TESTOSTERONE CREAM 5% 1 daily m.d.u.
	Qty: 50mL 6 repeats. 1 Item Repeat Interval: 20 Dr A. Practitioner
	MBBS Authority Approval No: X123Z Qty: 50mL 6 repeats. Previous Authority? [N]
	MBBS Authority Approval No: X123Z Qty: 50mL 6 repeats. Previous Authority? [N] ePrescription Conformance ID: MedicalDirector Clinical[3.18.0.0 HPI-0: 8003624900021871 HPI-1: 8003619900014033

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# **Keeping Medications Current**

Once Real Time Prescription Monitoring is enabled, the practitioner will be prompted with the Real Time Prescription Monitoring warning when S8 drugs and other high risk medicines such as benzodiazepines, zolpidem or zopiclone, quetiapine and codeine are prescribed.

#### **Real Time Prescription Monitoring Notifications**

The practitioner will get a Real Time Prescription Monitoring prompt after performing the following on any S8 drugs and other high risk medicines such as benzodiazepines, zolpidem or zopiclone, quetiapine and codeine.

- When adding drugs to the <u>Current Rx tab</u>.
- When Changing 'Dose' in Current Rx tab
- When Changing 'Quantity' in Current Rx tab
- When Changing 'Strength' in Current Rx tab
- When re-prescribing a current high-risk medication via the patient's <u>Old Scripts Tab</u>

See Managing and Modifying Current Prescriptions

- Ç	Ce	rvic <u>a</u> l Screening 📓 O <u>b</u> stetri	c 📈 Acuj	puncture	e	Correspondence	MDExcha <u>n</u> ge	SAT 🔣 He	alth Lin <u>k</u>
$\odot$	Sum	mary 🥄 Current Rx 🦻 Pr	ogress 🛅 🛛	Past <u>h</u> isto	ny 🚵	Res <u>u</u> lts 🗎 Letters 🚺	Documents	🔲 Old scripts 🖋	<u>I</u> mm.
•	#	Drug name	Strength	Dose	Freq	Instructions	Route	Qty R. Int.	. Rpt:
9		VENTOLIN CFC-FREE INHALER	100mcg/dose	2 puffs	q.4.h.	p.r.n.	inhale	2*200 do,,	0
	<u>c</u>	VIAGRA TABLET	50mg	2		p.r.n.	oral	4	0
		CETAPHIL CLEAR SKIN ACNE		1	mane	p.r.n.	Topical	1	0
•									•
Scrip	Script date 15/07/2014 🔲 🔻 🔲 Brand substitution not allowed 🗌 Not taking any medications Red - Overdue Blue - almost due								в

🙂 Sumr	mary R <sub>x</sub>	Current Rx		Progress	<b>-</b>	Past <u>h</u> istory	🚡 Res	ults	Letters	
📈 📈 Acup	uncture	🕒 📋 Соптевро	ndence	e 🔷	MDExc	:ha <u>ng</u> e	🔨 SAT	HL	HealthLin <u>k</u>	
🖗 <u>D</u> oc	cuments	🔲 🛛 <u>O</u> ld scri	ipts	🦯 🦯 🥼 🖉	9	Cervica	al Screening		Obstetric	
All				•						
Date	ltem			Strength	Dose	Frequency	Instructions	Route	Unusual D	
10/12/2012	VENTOLIN C	FC-FREE INHA	LER	100mcg/dose				Inhale	No	
10/06/2011	PANADEINE	FORTE TABLE	Т	500mg/30mg	2	g.i.d.	m.d.u.	Oral	No	
10/06/2008	VENTOLIN C	FC-FREE INHA	LER	100mcg/dose				Inhale	No	
10/06/2008	KEFLEX CAP	SULE		250mg	1			Oral	No	
22/03/2007	KEFLEX CAP	SULE		250mg	1			Oral	No	
•									•	
Show deleted scripts View Prescribe										





### **Keeping Medications Current**

A **GREEN** notification will appear in the following situations:

- o When there has not been a prescription issued/dispensed for a monitored medicine in the last 6 months or
- When prescriptions for a monitored medicine in the last 6 months have been issued by the same prescriber/medical practice, and there are no alerts

When use of Real Time Prescription Monitoring becomes mandatory, prescribers/pharmacists will not be required to click on the notification to review the patient history.

#### An **AMBER** notification will appear in the following situations:

- When prescriptions for a monitored medicine in the last 6 months have been issued by more than one prescriber/medical practice or
- When the daily morphine equivalent dose (calculated based on an average over the last 90 days) is between 50mg and 100mg MED daily (i.e. a medium risk dose)

When use of Real Time Prescription Monitoring becomes <u>mandatory</u>, prescribers/pharmacists will be required to click on the notification to review the patient history to assess whether it is safe or appropriate to prescribe/dispense a medicine.

A **RED** notification will appear in the following situations:

• Patient has active alerts within the last 3 month (90 days)

A RED notification will appear when there is a current alert relating to the prescribing/dispensing history of a patient.

These alerts are:

- Multiple provider episodes: When prescriptions from 4 or more prescribers/medical practices or 4 or more pharmacies have been recorded in Real Time Prescription Monitoring within the last 90 days.
- High-risk drug combinations: When prescriptions for certain drug combinations have been recorded in Real Time Prescription Monitoring within the last 90 days.
- Methadone + a benzodiazepine
- Methadone + a long-acting opioid
- Fentanyl + a benzodiazepine
- Fentanyl + a long-acting opioid

• Opioid dose threshold: When the daily morphine equivalent dose (calculated based on an average over the last 90 days) exceeds 100mg MED daily (i.e. a high risk dose).

When use of Real Time Prescription Monitoring becomes <u>mandatory</u>, prescribers/pharmacists will be required to click on the notification to review the patient history to assess whether it is safe or appropriate to prescribe/dispense a medicine.

Realtime Prescription Monitoring	×
Chan Chu - No scripts in the last 6 months	
	Close



ealtime Prescription Monitoring	×
Guy James - Please check SafeScript. Alert(s) exist.	
	Close





## Reviewing Results via Holding file

Holding File for All Patients

- 1. Select Correspondence > Check Holding File (All Patients).
- 2. You will be prompted to select one or more recipients whose results you wish to examine.
- 3. From this window select the recipient(s) whose results you wish to examine:
- o Select a single recipient by clicking their name, and then clicking OK to open the Holding File to display only their results. Alternatively you can double-click a name to simultaneously select them and open the Holding File.
- o Select multiple recipients by clicking each name. To deselect a name, simply click it again. Then, click OK to open the Holding File to display only the results of the selected recipients.
- o Select all recipients by clicking the All Recipients option. Clicking OK then opens the Holding File to display results for all recipients. Alternatively you can double-click the All Recipients option to simultaneously select all recipients and open the Holding File.
- Note that, as making a selection from this window locks the results associated with the selected recipient, it is recommended that you select only a specific recipient, as selecting All Recipients will prevent others from accessing any results whilst you have the Holding File open.
- 4. You will then be presented with the Holding File.
- 5. (Optional) Upon opening the Holding File, the first result in the list is automatically selected and displayed. If Clinical cannot determine which patient the result relates to, you will be prompted to either add a new patient to the database (by clicking Add New button, or select from a list of patients the result could possibly belong to, as seen in the following example.

- 6. Within the Holding File you can check-off Results. See Checking Off New Results for information.
- 7. Review the table below for information on using the Holding File.

#### See <u>Filtering/Searching Correspondence Records</u> for more information.

Preview - Full 👻	Hide Preview   Clea	r Filters   Mov	ve Location Document D	etails   Send Email 👻	Scan 👻 Import 👻 Print 👻 Print List 👻	Delete Refres	h Send	/ia MDX	
8 of 8 Records									Selec
Date Collected	Date Requested	Result	Patient Y	' Subject	*		^	Subject	E/L
15/02/2013	15/02/2013		ANDERSON, David	E/LFT (MASTER)	Start Patient : Anderson, David 61 Wallace St, BUNDABERG QLD 4670			Lab. Reference:	84-4
9/04/2004	9/04/2004		ANDREWS, Maureen	HIP X-RAY	Birthdate: 04/01/1955 Age: Y58 Sex: Male			Requested:	15/
15/02/2013	15/02/2013		ANDERSON, David	LIPID STUDIES	Telephone: 07 4152 5555			Performed:	15/
27/02/2013	27/02/2013		ANDREWS, Julie	PROTHROMBIN OR A	Your Reference : Lab Reference : 84-4687074			Sender/Provider:	Der
20/02/2013	20/02/2013		ANDREWS, Julie	PROTHROMBIN OR A			•		
13/02/2013	13/02/2013		ANDREWS, Julie	PROTHROMBIN OR A					
6/02/2013	6/02/2013		ANDREWS, Julie	PROTHROMBIN ORA	E/LFT (MASTER)				
30/01/2013	30/01/2013		ANDREWS, Julie	PROTHROMBIN OR A	Sodium	138	mmol/L		
t Holding File t Recipient(s) ecipients actioner Breedon Practitioner HI7 hristos Pavlidis J Smith Mantzaris ames Wright ocelyne Atkinson lichael S Conway		×			Serum Foldssium Chloride Bicarbonate Other Anions Glucose Urea Serum Creatinine Serum Vicic Acid (0.14-3.35) Total Bilirubin Total Bilirubin Total Aik. Phosphatase Gamma G.T. ALT AST LD Serum Calcium (2.25-2.65) Corrected Calcium (2.25-2.65) Serum Thosphate	4.5 100 30 13 5.5 5.2 67 0.3 14 61 14 11 16 115 2.38 2.39 0.9	numo 1/L numo 1/L numo 1/L numo 1/L numo 1/L numo 1/L U/L U/L U/L U/L U/L U/L U/L U/L numo 1/L numo 1/L	(3.:  96 (25 (4-  3-  2-  (40- (40- (0 (0 (0 (80-	-109) -33) 17) 7.7) -110) -110) -115) 45) 45) 41) -250)
Smyth ete Hentbert S Dang	<u>2</u> K <u>C</u>	↓ ose			(Jobel Trotein Serum Albumin Globulins Cholesterol (3.6-6.9) Triglycerides eGFR	72 42 30 3.6 0.4 >^90	g/L g/L g/L mmol/L mmol/L mL/min/	(60 (35- (20- (0.1 1.73 sqm	-82) -50) -40) 3-4)

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### **Recording Social and Family History**

Data recorded here is available to the Letter Writer where it can be merged into letters and e-mail correspondence. Family History and Social History data will also appear on the <u>Summary</u> tab.

Item	Criteria
<u>ADF</u> Service	Indicate the patient's service (if any) with the Australian Defence Force.
	A patient's service status;
	•Is displayed within the Occupation field located towards the top of the <u>Clinical Window</u> .
	•May affect whether you are <u>prompted</u> to perform an assessment for them upon opening their clinical record.
Update Address for All Family Members check box	Update the address details for other family members, with the details of the current patient. Clinical uses the Head of Family. setting to determine which patients are members of the same family. This option is only available when editing Patient Details from the <u>Clinical Window</u> .
Auto- Capitalise Names check box	Tick the Auto-Capitalise Names check box to automatically capitalise the first letter of each word you type. There are numerous windows throughout MedicalDirector Clinical that offer this functionality, including the various <u>Options</u> tabs.

Pt. Details Allergies/	Adverse Reactions/Warnings	Family/Social Hx Not	tes Smoking Alcohol Perso	onal Details		
Relationship Status	Single	~	Occupation:	Retired		
Sexuality	Unknown	$\sim$	ADF Service:		~	
Family History:			Social History:			
Parents died due to ( Brother died to a hea	car crash. rt attack		~			< >
		Ctrl + D	Patient >	Details		

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### **Recording Alcohol**

The AUDIT-C assessment can help identify persons who are hazardous drinkers or have active alcohol use disorders (including alcohol abuse or dependence). The AUDIT-C is a modified version of the 10-question AUDIT instrument. The AUDIT-C is scored on a scale of 0–12. Each AUDIT-C question has five answer choices. Points allocated are:

a = 0 points b = 1 point c = 2 points d = 3 points e = 4 points

• In men a score of 4 or more is considered positive, optimal for identifying hazardous drinking or active alcohol use disorders.

• In women a score of 3 or more is considered positive (same as above).

The recording of data on this tab is for your records only; it plays no part in the functioning of other modules within Clinical, except for the Letter Writer where some of this information can be merged into letters.

•Click View Alcohol Guidelines to open a window of <u>information on alcohol consumption</u>. •Click Reference to open the World Health Organisation's web page '<u>Screening and brief intervention for</u> <u>alcohol problems in primary health care</u>'.

•Click **New Assessment** to record a new assessment. This clears data from the window, ready for your new assessment. Once you completed the assessment, click **Save** to save the data. A new entry will be added to the list of assessments, located at the top-right of this window.

- A note is also added to the patient's <u>Progress Notes</u>.
- Information you save here is reflected in the patient's <u>Health Assessment</u>, and <u>ATSI Health</u> <u>Assessment</u> (for eligible patients).
- The latest assessment is always displayed by default when you access the Alcohol tab.

•To view a previous assessment, locate and double-click a previous assessment from the list at the top-right of this window.

•Click Delete to delete a previous assessment.

•Update Address for All Family Members check box: Update the address details for other family members with the details of the current patient. Clinical uses the Head of Family setting to determine which patients are members of the same family. This option is only available when editing Patient Details from the <u>Clinical</u> Window.

•Auto-Capitalise Names check box: Tick the Auto-Capitalise Names check box to automatically capitalise the first letter of each word you type. There are numerous windows throughout MedicalDirector Clinical that offer this functionality, including the various <u>Options</u> tabs.

#### Patient Details

#### Pt. Details Allergies/Adverse Reactions/Warnings Family/Social Hx Notes Smoking Alcohol Personal Details Date of assessment: 18/02/2013 Date Time Score Concerns Comments Audit-C Assessment 18/02/2013 00:00:00 3 No No 1. How often do you have a drink containing alcohol? Never Monthly or less 2-4 times a month 2-3 times a week 4 or more times a week 2. How many standard drinks containing alcohol do you have on a typical day? I or 2 3 or 4 5 or 6 7 to 9 10 or more - 3. How often do you have six or more drinks on one occasion? Never Less than monthly Monthly Comments Weekly Daily or almost daily Audit-C Total Score: 3 In men a score of 4 or more and in women a score of 3 or more is considered positive, optimal for identifying hazardous drinking or active alcohol use disorders. The guidelines to reduce health risks from drinking alcohol provide further assessment and treatment options. Patient concerned about drinking? O Yes O No O Don't know View Alcohol Guidelines Reference New Assessment Currently displaying data from assessment performed on 18/02/2013. Click 'New Assessment' to conduct a new assessment. Patient > Details Ctrl + D Update address for all family members Save Cancel Auto-capitalise names





Health

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## **Recording Smoking**

The recording of data on this tab is for your records only; it plays no part in the functioning of other modules within Clinical, apart from the Letter Writer where this information can be merged into letters. Click **View Patient Education Leaflet** to open a pre-selected PDF leaflet entitled 'Smoking - Quitting'. This leaflet is one of many <u>Patient Education</u> leaflets available.

**Smoking cessation intervention discussed with patient check box:** Ticking this box flags patients for the Smoking Cessation report found in MedicalDirector <u>Insights</u>.

**Update Address for All Family Members check box:** Update the address details for other family members, with the details of the current patient. Clinical uses the Head of Family. setting to determine which patients are members of the same family. This option is only available when editing Patient Details from the <u>Clinical Window</u>.

Tick the **Auto-Capitalise Names** check box to automatically capitalise the first letter of each word you type. There are numerous windows throughout MedicalDirector Clinical that offer this functionality, including the various <u>Options</u> tabs.

Patient Details	×
Pt. Details Allergies/Adverse Reactions/Warnings Family/Social Hx Notes Smoking Alcohol Personal Details	
Date of assessment: 18/02/2013 Date Time Smoker	Number of Cigarettes
Smoker: Smoker V 18/02/2013 00:00:00 Smoker	5 Daily
Frequency: Daily	
Number of cigarettes: 5	
Year commenced: 1980 Duration: 44yrs	
Stage of change assessment:	Delete
Last quit attempt: 06/06/2024	
Duration of longest period of abstinence:	
Smoking cessation intervention discussed with patient	
View Patient Education Leanet Reference New Assessment	×
Currently displaying data nom assessment performed on 16/02/2013. Citck rivew Assessment to conduct a new assessment.	
Ctrl + D Patient > Details	
Update address for all family members     Auto-capitalise names	Save Cancel

MedicalDirector

### Recording Allergies/Adverse Reactions/Warnings

etails ergies /	Allergies/Adverse F	Reactions/Warnings Family	//Social Hx Notes Smo	king Alcohol Pe	ersonal Details		
ltem DUST I GRASS	MITE ES	Reaction	Severity	Type Allergy Allergy	Date Recorded 25/06/2012 25/06/2012	Recorded by Dr A Practitioner Dr A Practitioner	Status Active Active
] No Kr amings	nown Allergies / Adv	verse Reactions	Show History		Add	Edit	Delete
Drug	dependent [	] Elite sportsperson	Breast feeding				~
late add	ress for all family me	embers					Save Cance

F7 or Allergies/Warnings (via the Clinical Window)

1. Select the Allergies/Adverse Reactions/Warnings tab within the Patient Details window.

2. Click Add The Add Allergy / Adverse Reaction window appears.

#### 3. Add the source of the allergy:

#### •Enter Allergy by Drug

•Enter Allergy by Class

•Enter Allergy by Other: Allows you to free-type an allergy not necessarily related to a particular drug or class. You can also use this option to be more specific. For example if you wanted to record an allergy to EXELON you would normally use the 'By Drug' option and simply look for EXELON. However, if the patient was allergic to only the patch variety of EXELON, you could use the 'Other' option instead, and enter 'EXELON Patch'.

4. Describe the nature of the reaction.

5. Indicate the Type of reaction

6. Indicate the Severity of the reaction.

Click OK to confirm your input. Allergies added will be visible at the top-left of the patient's Clinical Window.

To view a percentage of patients who have not been asked about their allergy/adverse reaction status, see <u>Patient's with Non-Entered</u> <u>Clinical Data</u>. You can also print a list of patients from this search utility.

#### Items of Interest on this window By ticking this check box you will remove and delete all currently-recorded known allergies and/or drug Known Allergies / reactions for this patient. This happens immediately upon ticking the check box, and is not reversible. Adverse Reactions Add free-text warnings to this section. Warnings added will be visible at the top-left of the patient's Warnings Section Clinical Window. Ticking this check box will; Insert an entry into the 'Actions' header of the current Progress Note. •Display "Drug Dependent" on the Warning section in the patient's record. Elite Sportsperson This provides warnings when prescribing drugs that are banned in sport. The Breast Feeding check box only appears for female patients within the configured age group. Update the address details for other family members, with the details of the current patient. Clinical uses Update Address for the Head of Family. setting to determine which patients are members of the same family. This option is only available when editing Patient Details from the Clinical Window. Tick the Auto-Capitalise Names check box to automatically capitalise the first letter of each word you Auto-Capitalise

Tick the Auto-Capitalise Names check box to automatically capitalise the first letter of each word you type. There are numerous windows throughout MedicalDirector Clinical that offer this functionality, including the various <u>Options</u> tabs.





### Recording reason for visit

The Reason for Contact module allows you to enter a diagnosis into the <u>Progress Notes</u>, using the DOCLE coded list of conditions that is also used in the <u>Past Medical</u> <u>History</u> section of Clinical.

1.Select the Progress tab in the patient's clinical record.

2.Click Reason button. The Reason for Contact window appears.

3.Enter the first few letters of the procedure name in the **Pick from List (uncoded)** text box. A list of procedures that start with the letters entered is displayed. The list of procedures changes dynamically as text characters are entered or deleted. Alternatively you can select from previous procedures or conditions listed in the **Existing Past Medical History Items** list.

4.Double-click the required item from the list of choices. Alternatively you can either select from previous procedures or conditions listed in the **Existing Past Medical History Items** list or free-type a **Reason for Contact** into the **Free Text** text box.

5.Optional Modifications:

- By default the procedure is marked as Active. To change this, clear the Active check box.
- Select either Left or Right or both to mark whether the procedure is for the Left, Right or both sides.
- By default, the check boxes are set so the record is saved in the Past Medical History list and as the primary Reason for visit. Clear these check boxes if required.
- To list this procedure on printed letters and summaries, select the Summary check box.

Q         Cervical Screening         Image: Comparison of the state	re 🔃 Correspondence 🖆 MDExchange 📉 SAT HL HealthLink jistory 隆 Results 🗄 Letters 🧖 Documents 🕮 Old scripts 💉 Imm.
Consultation date: 06/10/2016 🗊 🛛 🛛 💆 🗜 😰 🐙 ^	Previous visits: ALL ~
Visit type: Surgery Consultation	Date Recorded by: Reason for contact Start ^
Thursday October 6 2016 09:26:29 Dr A Practitioner	25/08/2008         Dr A Practitioner         Pap smear         11:13:36           25/08/2010         Dr A Practitioner         11:16:48           17/08/2010         Dr A practitioner         11:05:50
Surgery Consultation	Trible/2012         Dr A Practitioner         Lump breast         T122:35           22/08/2012         Dr A Practitioner         Phone Results Consultation         11:35:04
Actions:	Friday August 17 2012 11:22:58
Prescription added: ASPIRIN DISPTABLET 300mg 2	Patient indicated she located a lump in the right breast. Performed biopsy. Last mamogram was 18months ago and was all clear.
Launch Roating Progress Window History Examination Reason Review	Examination: General:
Management Comment Procedure Medicare	Append Diagrams Search Clear Search Refresh



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The Past History tab displays a summary of the patient's <u>medical history</u>. This is not to be confused with a patient's clinical progress, as <u>recorded</u> via <u>Progress</u> <u>Notes</u>.

**Coded:** Indicates if the diagnosis was made by selecting from the DOCLE list of diagnosis.

**Comment:** Displays comments relating to a given past history entry. This window is read-only.

**Types of History Records:** Filter the past history records by All Records, Active, Inactive (displayed in grey), or Summary

**No Significant Past History:** If the patient has no significant clinical history to make a note of, indicate this by ticking this check box. A prompt to remind you to check this status with your patient is managed from within <u>Prompt/Preventive Health Options</u>. To view a percentage of patients who have not been asked about their past history status, see <u>Clinical Data Statistics</u>. You can also print a list of patients from this search utility.

Cervical Summary	Screening 🔡 R Current R <u>x</u>	Obstetric 🗡 Acup Mogress 🛱	puncture Past <u>h</u> istory	Corresponder	ence 🖆 E Letters	MDExchange	SAT 🔁 onts	HL Health	hLin <u>k</u> Imm.
Year	Date	Condition	Side	Status	Summary	Confidential	Coded		
1996	12/02/1996	Acne Vulgaris		Inactive	Yes	No	Yes		
1999	11/09/1999	Tonsillitis		Inactive	Yes	No	Yes		
2003	04/11/2003	Post Natal Depression		Inactive	Yes	Yes	Yes		
2012	17/08/2012	Lump breast		Active	No	No	Yes		
Comment					All rect Active Inactiv Summ	ords III N ve ary items	No significant	t past history	

#### When viewing all records, inactive items are displayed in grey.





# My Health Record accessing

With Clinical configured correctly, you can access a patient's My Health Record documentation via the My Health Record menu within the patient's <u>Clinical</u> <u>Window</u>. You will be presented with the My Health Record window, an example of which is shown below.

Note that when you first access the My Health Record system, you will be prompted to complete your user name details. You will only be asked this once.

Allows you to gain access to documents that have been password-protected by the patient - it is the patient who controls access to their My Health Record documentation.

Any document can be applied one of two access levels;

•Open: the document is unrestricted.

•Code: the document requires an access code to view/download.

Click the Change/Gain Access button, and then select from the three Access Type options;

•Open Access: no access code required.

•Access Code: enables the Access Code field in which you must enter the access code the patient provided you.

•Emergency: grants you access to password-restricted documents for five days. To be used in an emergency when the patient cannot be contacted. A record of the document being accessed in this fashion may be sent to the patient.



Removes a selected document from the My Health Record system. This is only available if you are the creator of the original document, or it was created by another user from the same Practice (i.e. with the same Practice HPI-O recorded via Tools > Options > <u>Practice tab</u>.





The Prescription and Dispense View tab lists prescribed/dispensed medications that the patient has granted consent to upload to the My Health Record System. Consent is typically indicated via the Enter Dose window during the <u>prescribing process</u>, but can also be granted/revoked afterwards by rightclicking an item on the <u>CurrentRx tab</u> and clicking the My Health Record Consent entry from the menu that appears. This functionality requires that you have enable <u>ePrescribing</u>.

To view a medication on this window;

1. First, expand the medication details by clicking the → button at the far left end of the medication row.

2. Secondly, click the medication details. The script details will be revealed

( My Health Record for IHI: 8003 6081 6669 0511					×					
This is not a complete view of the individual's health information. For more information about the individual's health record or data, please consult the individual	vidual or other health	ncare professionals as n	eeded.							
his patient has an active My Health Record to which you have access.										
My Health Record View Prescription and Dispense View Pathology Report View Diagnostic Imaging Report View										
Event Date 2/02/2000 To 22/11/2016 Filter		Group by	Prescription		~					
📑 < Collapse List 🛛 🛇 Expand List			E Sł	now Prev	iew					
SHAUN LEE   DoB 15-Mar-1979 (37y)   SEX Male   IHI 8003 (	5081 6669 051	11								
START OF RECORDS - This view is not a complete record of the individual's med	licines informat	ion.								
Prescribed Medicine Details F	First Dispense	Last Dispense	Dispensed							
2-Oct-2014 ALUMINIUM HYDROXIDE with MAGNESIUM HYDROXIDE	ınavailable	unavailable	unavailable							
2-Oct-2014 Prescribed Therapeutic Good Generic Name – ALUMINIUM HYDROXIDE WITH MAGNESI Directions – Film-coated tablet – Supply Dispensing Information - Quantity – D	UM HYDROXIDE Dispense original	— Therapeutic Good and 5 repeats	Strength —							
1-Oct-2014 ALUMINIUM HYDROXIDE with MAGNESIUM HYDROXIDE	ınavailable	unavailable	unavailable							
1-Oct-2014 Prescribed Therapeutic Good Generic Name — ALUMINIUM HYDROXIDE WITH MAGNESI Directions — Film-coated tablet — Supply Dispensing Information - Quantity — D	UM HYDROXIDE Dispense original	<ul> <li>Therapeutic Good and 5 repeats</li> </ul>	Strength —							
MedicalDirector Clinical Stylesheet Version: 1.1.0.0 (based on NEHTA PCEHR Prescription And Dispense View CD END OF RECORDS	A Stylesheet Version	1: 1.1.0)								
Create Clinical Document		Save in MD		Close						



### My Health Record accessing Pathology Report

<b>()</b> N	1y Health Record for IHI: 80	03 6081 6669 0511								×		
This is	his is not a complete view of the individual's health information. For more information about the individual's health record or data, please consult the individual or other healthcare professionals as needed.											
This p	is patient has an active My Health Record to which you have access.											
My He	ly Health Record View Prescription and Dispense View Pathology Report View Diagnostic Imaging Report View											
Spec	pecimen Collection Date 02-Feb-2000 🗐 🔻 To 22-Nov-2016 🗐 🔻 Filter Group by No Grouping 🔹 Search Organisation ALL 🔹 Clea											
3	🗢 Collapse List 🛛 😂 Eq	pand List							📄 Show Pre	eview		
		SH	AUN LEE	DoB 15-Mar-197	'9   SEX I	Male   IHI 8003 6081 66	69 0511					
	Tests Found: 15	Tests Mat	ching: 15									
				START (	OF RECORDS					1		
	<ul> <li>Specimen</li> <li>Collected Date</li> </ul>	Report Date	Pathology Organisation	Requesting Organisation	Pathology Discipline	Test Name	Test Status	Report ID				
1	10-Dec-2014	12-Dec-2014	Burrill Lake Medical	Bodalla Clinic	Hematology	Blood Test	Final	123A45				
	31-Aug-2014	04-Sep-2014	Coomerante Hospital	E L C Coomera Centre	Chemistry	Serum chemistry test	Final	14P0175				
	09-Jun-2014	12-Jun-2014	Burrill Lake Medical	Bodalla Clinic	Hematology	Blood test	Final	14F007				
	01-Mar-2014	02-Mar-2014	Burrill Lake Medical	Bodalla Clinic	Hematology	Blood test	Final	WA08666				
	10-Jan-2014	12-Jan-2014	Coomerante Hospital	Bodalla Clinic	Hematology	Blood test	Final	14P1050		•		
Crea	te Clinical Document						Save in	n MD	Close			





### My Health Record accessing Diagnostic Imaging Report

🚺 My	Health Record for IHI	: 8003 6081 6669 0511					— 🗆	$\times$
This is no	ot a complete view of the	e individual's health informat	ion. For more information a	about the individual's healt	h record or data, please consu	It the individual or other healthcare professio	nals as needed.	
This pati	ient has an active My H	lealth Record to which you	have access.				Change/Gain	Access
My Heal	th Record View Presc	ription and Dispense View	Pathology Report View	Diagnostic Imaging Repor	t View			
Event D	Date 22-Nov-2009	<b>To</b> 22-Nov-2016	Filter Group by	No Grouping	- Search	Organisation A	\LL ▼	Clear
3 :	< Collapse List 🛛 💝	Expand List					E Show Pr	review
		SHAU		00B 15-Mar-1979	SEX Male   ]	IHI 8003 6081 6669 0511		
E	xaminations Foun	d: 51 Exam	ninations Matching:	51				
				START OF R	ECORDS			11
	<ul> <li>Imaging Date</li> </ul>	Organisation	Examination	Modality	Anatomical Region	Anatomical Location	Laterality	- 11
	16-Apr-2015	New Organisation	Pelvis X-ray (procedure)	Pelvis X-ray (procedure)	Pelvis	Entire thorax (body structure)	Right and left (qualifier value)	
	16-Apr-2015	New Organisation	Plain chest X-ray (procedure)	Radiographic imaging procedure (procedure)	N/A	Chest/Thorax Bi-Lateral	N/A	
	16-Apr-2015	New Organisation	Plain chest X-ray (procedure)	Radiographic imaging procedure (procedure)	N/A	Chest/Thorax Bi-Lateral	N/A	
	16-Apr-2015	New Organisation	Plain chest X-ray (procedure)	Radiographic imaging procedure (procedure)	N/A	Chest/Thorax Bi-Lateral	N/A	~
	01 M 2015	Mediaeropor	Diala abaat y aad	n-diamakia	0		0.54	
Create	Clinical Document					Save in M	D Close	



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## My Health Record uploading while Prescribing

With a patient's consent, prescriptions can be uploaded to their My Health Record. The upload occurs automatically when you print a script. Consent is typically indicated via the Enter Dose window during the <u>prescribing process</u>, but can also be granted/revoked afterwards by right-clicking an item on the <u>CurrentRx tab</u> and clicking the My Health Record Consent entry from the menu that appears.

The National Prescription and Dispense Repository (NPDR) is a subset of a patient's My Health Record and allows for the creation of an online medication history (for both prescriptions and dispensing). Transfer of medications in this way requires you are registered for ePrescribing and have enabled eRx Script Exchange.

#### **Prerequisites:**

• Practitioner is registered for ePrescribing. *See ePrescribing Configuration* for instructions.

• My Health Record is configured correctly. *See <u>Configuring</u> MedicalDirector Clinical for My Health Record* for instructions.

• Practitioner has indicated their participation in My Health Record. *See below for details.* 

For further information regarding the NPDR, please refer to the following link:

www.ehealth.gov.au/internet/ehealth/publishing.nsf/Content/faqs-hcpmanaging#anchor11



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### My Health Record uploading Documents

- 1. <u>Create a CDA document</u> via one of the supplied e-Health templates in <u>Letter Writer</u>.
- Then, within the patient's record, locate the document you wish to upload. Documents can reside on either of the <u>Correspondence</u>, <u>Documents</u>, <u>Results</u> or <u>Letters</u> tabs.
- 3. Click Send To **MyHealthRecord** button. You will be presented with a preview of the document.
- 4. If you are satisfied that this is the document you wish to upload, click Send on the preview window.
- 5. The upload will commence and you will be notified upon completion. The 'My Health Record Status' and 'My Health Record Activity Date' columns within the correspondence tabs of the patient's record will indicate the selected document's My Health Record status.

Preview - Full	- Hide Preview Clear Filt	ers   Move Locat	ion Document Details	Send SMS Send Ema	ail 👻 S	can 👻 Import 👻 Print 👻 Add 👻 Delete 🛛	Search   Clear S	earch	Refresh Ser	nd To MyHealthRecor	rd
19 of 19 Records											
Date Checked	Checked By	Date Collected	▼ ♥ Date Requested	Sender/Provider	Rec	*		^	Subject	E/LFT (MASTE	ER)
		22/08/2012			Dr A	Start Patient : Andrews, Jenniter 2 Kennedy Road, Bundaberg QLD 4670			Lab. Reference	ce: 52-0631718-25	T-0
22/08/2012	DR A PRACTITIONER	17/08/2012	17/08/2012	Demotown Pathology	DR /	Birthdate: 20/04/1970 Age: Y42 Sex at Birth: F	Female		Requested:	17/08/2012	
22/08/2012	DR A PRACTITIONER	17/08/2012	17/08/2012	Demotown Pathology	DR /	Vera Deferment i			Performed:	17/08/2012	
22/08/2012	DR A PRACTITIONER	17/08/2012	17/08/2012	Demotown Pathology	DR /	Lab Reference : 52-0631718		~	Sender/Provid	der: Demotown Path	nology
22/08/2012	DR A PRACTITIONER	17/08/2012	17/08/2012	Demotown Pathology	DR /				1		
22/08/2012	DR A PRACTITIONER	17/08/2012	17/08/2012	Demotown Pathology	DR /						
27/08/2010	DR A PRACTITIONER	25/08/2010	25/08/2010	Demotown Pathology	DR /	CUMULATIVE SERUM					
27/08/2008	DR A PRACTITIONER	14/07/2008	14/07/2008	Demotown Pathology	DR /	Sodium Serum Potassium	139 4.6	mmol mmol	/L /L	(137-147) (3.5-5)	
7/12/2006	DR A PRACTITIONER	5/12/2006	5/12/2006	Demotown Pathology	DR /	Chloride Bicarbonate	99	mmol	/L	(96-109)	
		10/10/2006		Dr A Practitioner	Won	Other Anions	16	mmol	/L	(4-17)	
12/10/2006	DR A PRACTITIONER	10/10/2006	10/10/2006	Demotown Pathology	DR /	Glucose Urea	4.2	mmol mmol	/L ./L	(3-7.7) (2-7)	
12/10/2006	DR A PRACTITIONER	10/10/2006	10/10/2006	Demotown Pathology	DR /	Serum Creatinine Serum Unic Acid	60 0 27	umol	/L /L	(40-110) (0 14-3 35)	
12/10/2006	DR A PRACTITIONER	10/10/2006	10/10/2006	Demotown Pathology	DR	Total Bilirubin	6	umol	/L	(2-20)	
		21/03/2005		Dr A Practitioner		Gamma G.T.	93	U/L U/L		(30-115) (0-45)	
		14/02/2003		Dr A Practitioner		ALT AST	25 24	U/L U/L		(0-45) (0-41)	
		11/09/1999		Dr A Practitioner		LD Some Coloring	219	U/L	(1	(80-250)	
		12/07/1999		Dr A Practitioner	Mate	Corrected Calcium	2.39	mmol	/L ./L	(2.25-2.65)	
16/04/1998	DR A PRACTITIONER	15/04/1998	15/04/1998	Demotown Pathology	Dr A	Serum Phosphate Total Protein	1.5	mmoi g/L	/L	(0.8-1.5) (60-82)	
16/04/1998	DR A PRACTITIONER	15/04/1998	14/04/1998	Demotown Pathology	DR /	Serum Albumin	45	g/L g/L		(35-50)	
						Cholesterol	6.3	mmol	/L	(3.6-6.9)	
<					>	Triglycerides eGFR	1.6	mmoi mL/m	/L in/1.73 som	(0.3-4)	~



ealth

### My Health Record Saving, Superseded or Removed

- 1. Within the patient's record, select the My Health Record menu. You will be presented with the My Health Record window.
- 2. Locate and select the document you wish to download.
- 3. Click Save in MD button.

 If the document is of type 'Shared Health Summary' or 'Event Summary' it is saved to the <u>Documents tab</u> of the patient record. Documents of type 'e-Referral' or 'Specialist Letter' are saved to the <u>Letters tab</u>.

• If the document already exists in the patient's record (it has already been downloaded from My Health Record), you will be notified accordingly.

• If the document already exists in the patient's record, but on the My Health Record system there is a newer version of it, the document will be downloaded to the patient's record, and the older version will be retained within the patient's record for historical purposes.

• The 'My Health Record Status' and 'My Health Record Activity Date' columns within the Documents/Letters tabs will indicate the selected document's My Health Record status, such as 'Uploaded', 'Downloaded', 'Superseded', or 'Removed'.



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#### Patient's Record

• Add Progress Notes from anywhere in the patient workflow, via a new floating panel.

• Added 7 new Quick Template buttons which can be configured as website links or quick launch buttons.

• Keyboard shortcuts are now highlighted with an underscore, and new shortcuts have been added.

When opening the Holding File from within a patient's record, the data is filtered automatically to show results for the selected patient.

• The web URL links in the CVD

Risk Assessment screen have been updated to more modern resources.

#### Prescribing

• You can now search for a drug based on the characters in the search box existing anywhere in the drug name rather than just at the beginning.



#### 4.3 Emai

What's New in 4.3

- Email attachments are now in PDF format.
- ✓ Email attachments can now be password protected.
- ✓ Send email directly from the patient's record
- ✓ The email configuration menu has been moved to Correspondence > Email for ease of access.
- ✓ Create and configure custom email templates for quick reuse.

#### Immunisations

- ✓ A new funding model option has been added for users to record whether or not a vaccine has been given as part of the National Immunisation Program.
- ✓ A new Route of Administration field has been added for vaccines that have multiple options.
- ✓ The AIR Immunisation screen now displays the patient's AIR demographic details to assist with patient identification.

#### Patient's Record

- ✓ Add Progress Notes from anywhere in the patient workflow, via a new floating panel.
- ✓ Added 7 new Quick Template buttons which can be configured as website links or quick launch buttons.

Do not show this message on next login

• When an Electronic Paperless Prescription with repeats is cancelled after the original has been dispensed, the repeats are now also cancelled.

#### Email

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• Email attachments are now in PDF format.

• Email attachments can now be password protected.

• Send email directly from the patient's record.

• The email configuration menu has been moved to Correspondence > Email for ease of access.

 Create and configure custom email templates for quick reuse.
 Improved the loading speed of the holding file when many results are present.



Close







#### **Key features**

- Targeted decision support
- Streamline medication orders and deliveries
- Support more patients
- Refer patients the right way
- Everything you need in one place



#### Smart Care

Smart Care makes it easy to set up, populate and review care plans, while promoting compliance with Medicare. Customise templates to suit the needs of your practice and start empowering even more patients to monitor and manage their health.



#### Smart Clinical Decision Support

Smart Clinical Decision Support utilises AI-driven educational information, empowering clinicians to make informed decisions efficiently. Each concise, structured message focuses on early detection and preventive measures for chronic illnesses in patients.

# Introducing Telstra Health Smart Clinician – a reimagined suite of healthcare management tools for General Practitioners and Practice Managers.

This all-inclusive ecosystem empowers medical professionals with a comprehensive suite of tools designed to streamline every aspect of their practice. From Visual Dashboards that provide at-a-glance insights into patient health trends, to Telehealth capabilities that enable virtual consultations, and a Patient Portal ensuring seamless patient engagement. With additional features like Program Finder, Care coordination, Clinical Support, Communications, and Research tools, Telstra Health Smart Clinician stands as an indispensable asset for modern healthcare.



#### Smart Research

Smart Research makes it easy for you to access the latest medical research and clinical knowledge from anywhere, anytime.



#### **Smart Visual Dashboards**

Smart Visual Dashboards provide intuitive practice insights, reducing wait times and improving patient experiences. Our revenue reporting tool forecasts income, cuts admin overheads, transforming healthcare practices.



#### **Smart Telehealth**

Smart Telehealth integrates into your clinical workflow, enabling practitioners to access patient health records within MedicalDirector Clinical and Helix. Simplify processes for better care remotely.





### Smart Bar - Tools available in Smart Clinician



QZE

Careplanning (In Beta) Create, track and share care plans efficiently.

**Smart Clinical Support** In-consult clinical decision support information (RACGP CPD accredited content coming soon).

Telehealth Consult with patients remotely.

Research On-demand CPD accredited content such as CPD courses and aggregated data insights.

Scripts (In Beta) Easily share all e-script tokens via a single patient portal.

Visual Dashboards (Coming soon to Smartbar. Available now in Pracsoft) Turn your data into actionable insights available in consult.

Scribe (Beta coming late 2024) Record your clinical notes in a more intelligent way with the latest in Al-driven clinical notes.

Seek Identify patients who are eligible for health programs, clinical trials and research studies.

Connect (Beta coming late 2024) In-consult ability to send e-referrals directly to pathology and radiology providers.

Want to learn more about your Smartbar and our Smart Manager Community? Contact us for more info and to enquire about participating in Beta programs.

Besources Sidebar MyHealthRecord Messenger Window Help ment - 8 × Go MDReference 0 T A @ 1 0 0 Om 35s || Email: anderson pi@hon samplesdb.com a Occupation: University Student Nether Aborginal nor Torres Strat Islander Record No: ATSE Mobile Ethnicity Pension No. Work: Smoking Hx: Never smoked IHI No. Home MyHealthRecord Recalls 💡 Cervical Screening 🕎 Obstetric 📋 Correspondence 🖨 MDExchange 🚻 HealthLink letters Documents Qid scripts / jmm. Route Unusual Dose Note to pharmacist R. Int. Pharmacy to ... Qby Qty in words Reg 24 Script Owing **MyHealthRe** Instructions Not enabled

#### **Smartbar**

Smartbar by Telstra Health is the latest innovation in MedicalDirector Clinical. With a suite of healthcare tools and widgets, it makes the lives of GPs and Practice Managers more efficient and effortless

Email: ecosystem.solutions@medicaldirector.com

EElee Alfordstide

Get in touch

Dr A Practitioner (MedicalDirector Samples Database)

MD Sample Data - TH-5CG2385SBY\HCNSQL07 Monday, 4 September 2023 11:54:03 AM

Custom #1

lealth

Letter Template #3



Letter Template #2

![](_page_42_Picture_20.jpeg)

Custom #2

# FAQ'S

**Q1.** Trouble shooting uploading shared summaries to my health record. Why do some not work?

#### **Answer:**

Regarding the issue with viewing **Discharge summaries\Uploading to My Health Record**, please do the following;Press the Windows key and R

•Browse to; C:\windows\assembly\GAC\_32 (you can only get there by browsing)

Add:

•C:\Windows\<u>Microsoft.NET</u>\assembly\GAC\_32\Hcn.Cda.Generator\v4.0\_1.0.0.0\_\_d6b06804ccddbb90\Hcn.Cda.Generator. dll

•C:\Program Files (x86)\Health Communication Network\Medical Director\Plugins\Hcn.Sidebar.Plugin\FiddlerCore.dll In the Sophos dashboard, please add the general exception and exceptions for each individual PC as well.

Each of the DLLs may require re-application after this has been applied.

May require a repair of the MedicalDirector National eHealth plugins and the MedicalDirector sidebar plugin

Open Control Panel > Programs and features

Find the program and right click and repair

Check Firewall Rules for MedicalDirector Software

Antivirus Exceptions for MedicalDirector Software Environmental Configurations for MedicalDirector Services

![](_page_43_Picture_14.jpeg)

![](_page_43_Picture_15.jpeg)

### Your Support Team

![](_page_44_Picture_1.jpeg)

### **Unlimited Support 7 days a week**

With one of the largest customer support teams in the industry, we offer software support when you need it.

Our team can be contacted 7 days a week via phone or live chat available on our website.

#### Product Consultants for Knowledge & Training

We take pride in the tenure, experience and knowledge of the customer service consultants that offer a unique level of understanding of your practice.

MedicalDirector

1300 300 161 medicaldirector.com/contact-us 8am – 6pm AEST Mon to Fri 9 – 5pm AEST Weekends

![](_page_44_Picture_9.jpeg)

![](_page_45_Picture_0.jpeg)

# Contact

E: digitalhealth@emphn.org.au P: (03) 9046 0300 emphn.org.au

![](_page_45_Picture_3.jpeg)

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Clinical and Pracsoft version 4.3: The latest upgrade of Telstra Health's GP software Harnessing the power of your practice data Introducing MedicalDirector Care – Making Care Plans easy Preparing your practice for ePrescribing Introducing Telehealth in MedicalDirector Clinical

#### MyMedicare resources:

Australian Government Department of Health and Aged Care – MyMedicare MyMedicare webinar – 22 August 2023 | Australian Government Department of Health and Aged Care Services Australia MyMedicare Learing Resource Services Australia Checklist and steps to register for MyMedicare on the Organisation Register Information for patients on MyMedicare – Australian Government Department of Health and Aged Care MyMedicare – Health Professional Education Resources MyMedicare – Overview MyMedicare – Managing patient registrations MedicalDirector Clinical and Pracsoft version 4.3 upgrade MyMedicare Import Wizard for Clinical version 4.3

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# Upcoming Webinars

# MedicalDirector Training for Clinical Nurses

Dates: Time: Location: Enquiries: Wednesday 7 August 2024 12pm -2pm Online webinar Digital Health digitalhealth@emphn.org.au

- 4.3 New Enhancements
- Recording measures
- Recording Immunisations
- Recording Cervical Screening
- Managing Recalls and recording contact
- Recording social and family history
- Recording Alcohol and Smoking
- Keeping past history items relevant
- Creating letters
- Data Quality and Data Cleansing
- User Preferences
- My Health Record accessing & uploading

![](_page_47_Picture_15.jpeg)

Register using the QR code or visit www.emphn.org.au/newsevents/events/detail/25920

# MedicalDirector Training for Advanced Practice Managers

Dates: Time: Location: Enquiries: Thursday 8 August 2024 12pm -2pm Online webinar Digital Health digitalhealth@emphn.org.au

- Data Quality and Data Cleansing
- 4.3 Enhancements
- Template Management
- Sending Emails
- My Health Record NASH Setup requirements
- Patient Search Utility
- MD Utilities
- Setting up permissions and configuring users
- Managing the appointment types

![](_page_47_Picture_28.jpeg)

Register using the QR code or visit

www.emphn.org.au/newsevents/events/detail/25924

![](_page_47_Picture_31.jpeg)

![](_page_47_Picture_32.jpeg)

### Thank you

A recording & slides of this session and feedback form will be delivered to your inbox shortly.

![](_page_48_Picture_2.jpeg)

Kylie Goodwin Practice Consultant MedicalDirector | Telstra Health

![](_page_48_Picture_4.jpeg)

![](_page_48_Picture_5.jpeg)

![](_page_48_Picture_6.jpeg)