



Upload a Shared Health Summary

Before undertaking these steps, please ensure that:

- You and your practice are set up for using digital health. Speak to your Practice Manager or go to: <http://www.digitalhealth.gov.au/get-started-with-digital-health/set-up> for more information.
- You are able to access your patient's My Health Record:
 - Their Individual Healthcare Identifier (IHI) has been validated in your system.
 - The message in the My Health Record system status field appears in Orange or Green.

Occupation: [] 20m 19s []

Record No: [] ATSI: Neither Aboriginal nor Torres Strait Islander

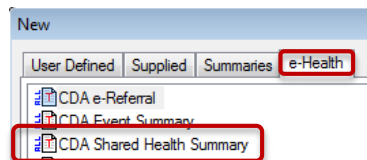
Pension No: [] Ethnicity: []

Smoking Hx: ? Smoker IHI No: 8003 6086 6670 1594

PCEHR: Exists with access permission as of 14/09/2015

1

In **Letter Writer** (F8) open new template, **select** the **e-Health** tab and select **CDA Shared Health Summary**.



Click **OK**.

Alternatively, the e-Health tab can also be accessed by clicking the PCEHR drop-down menu then **Create Clinical Document** Create Clinical Document at the bottom left of the PCEHR View page.

2

Confirm which items to be include, then **click** on the My Health Record system icon.

Shared Health Summary template will display with information auto-populated from patient's record.

Shared Health Summary

Patient Name: Lindsay Blanton Gender: Male

Address: 101 Daise Gr, Mundivindi, 6753 Date of Birth: 1/10/1991

Practitioner: Dr Katrina Otto ATSI Status: Aboriginal but not Torres Strait Islander origin

Provider Number: 02466218

Allergies / Adverse Reactions

Substance/Agent	Reaction
<input checked="" type="checkbox"/> ASPIRIN	Rash

Exclusion Statement: None known None supplied

Medications

Medication	Dose	Frequency	Instructions	Reason for Medicine
<input checked="" type="checkbox"/> PRADAXA Capsule 75mg	1	b d.	Dose: 1; Freq: b d.	Atrial Fibrillation

Exclusion Statement: None known None supplied

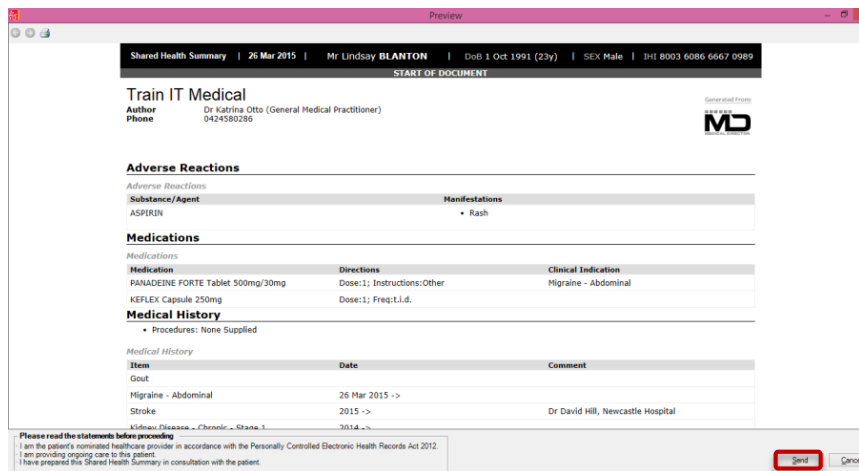
Medical History

Date	Description	Comments	Confidential
<input checked="" type="checkbox"/>	Gout		No
<input checked="" type="checkbox"/> 2015	Atrial Fibrillation		No
<input checked="" type="checkbox"/> 2013	Pre diabetes		No

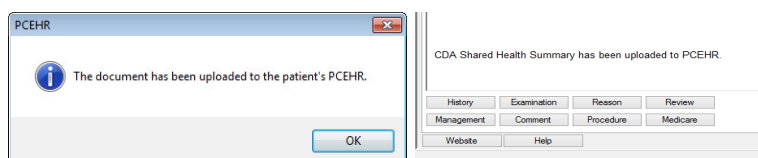
Exclusion Statement: None known None supplied



3 Check accuracy with your patient and select **Send**. A preview will display.



4 Confirmation prompt appears and auto-notation is added in Progress Notes.



Clarification:

PCEHR means the My Health Record, formerly the "Personally Controlled Electronic Health Record", within the meaning of the My Health Records Act 2012 (Cth), formerly called the Personally Controlled Electronic Health Records Act 2012 (Cth).

Useful Links:

- Software demonstration for uploading a Shared Health Summary with Medical Director
<http://www.digitalhealth.gov.au/assets/cup-articulate/uploading-shared-health-summaries/medicalDirector/>
- On Demand Training
<http://www.digitalhealth.gov.au/using-the-my-health-record-system/digital-health-training-resources/on-demand>

For assistance, contact the Help Centre on

1300 901 001

8am-6pm Monday to Friday

help@digitalhealth.gov.au

www.digitalhealth.gov.au