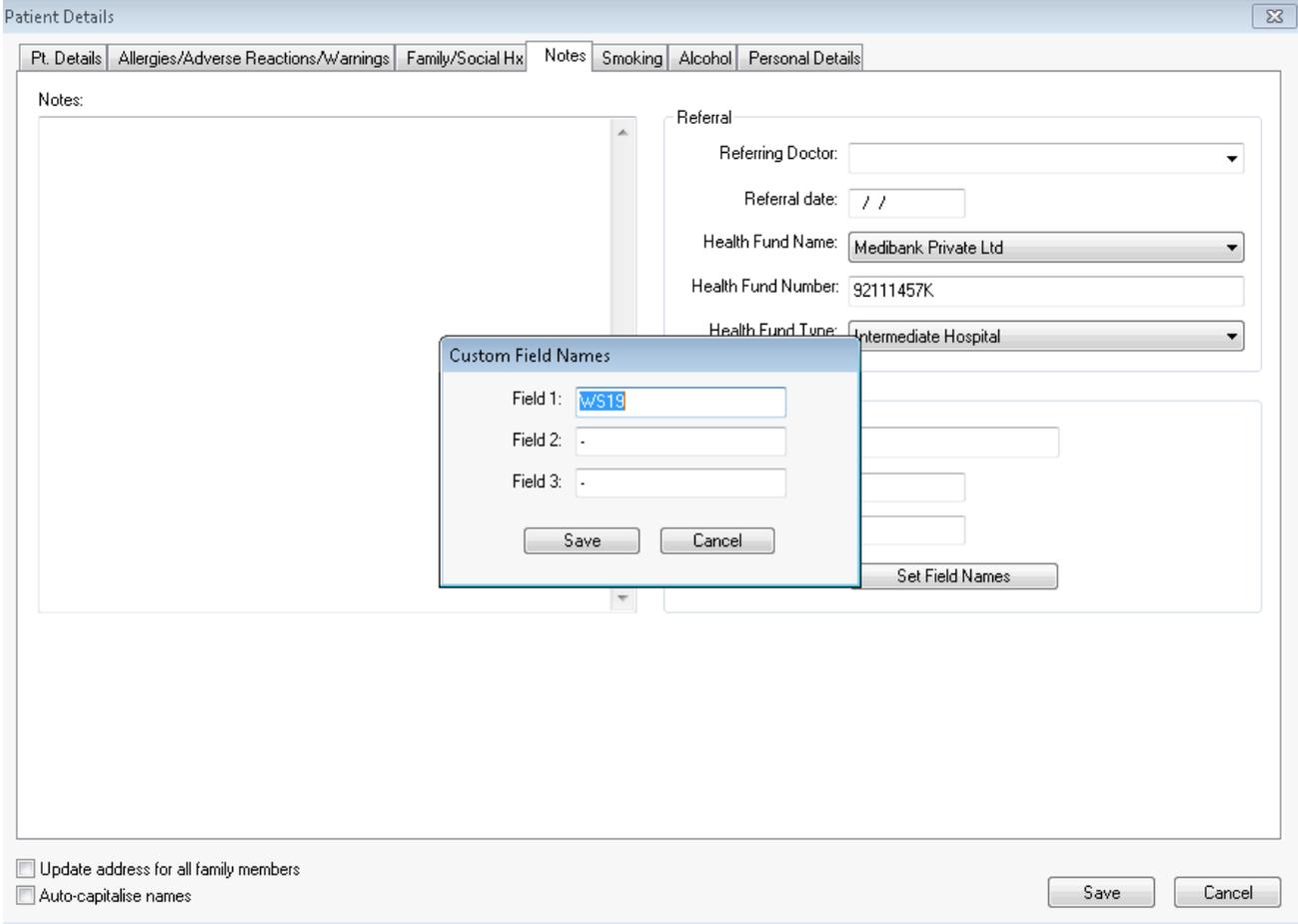


13. Medical Director How to keep track and enrol patients in the Winter Strategy

Part one: Creating a custom field in Medical Director

1. Open a patient file.
2. Open the 'Notes' Tab in the 'Patient details' screen. Patient→details→Notes
3. Click 'set Field Name'. In Field one write 'WS19' and press Save.



The screenshot shows the 'Patient Details' window with the 'Notes' tab selected. A 'Custom Field Names' dialog box is open in the foreground, allowing the user to define three custom fields. The first field is named 'WS19'. The background window shows the 'Referral' section with fields for Referring Doctor, Referral date, Health Fund Name (Medibank Private Ltd), Health Fund Number (92111457K), and Health Fund Type (Intermediate Hospital). There is also a 'Set Field Names' button visible in the background.

Notes:

Referral

Referring Doctor: [dropdown]

Referral date: / /

Health Fund Name: Medibank Private Ltd [dropdown]

Health Fund Number: 92111457K

Health Fund Type: Intermediate Hospital [dropdown]

Custom Field Names

Field 1: WS19

Field 2: -

Field 3: -

Save Cancel

Set Field Names

Update address for all family members

Auto-capitalise names

Save Cancel

Enrolling the patient in Medical Director

1. Once you have set up the custom field, received the patients consent form and patient survey you can put a Y for yes

Part two: Populating a list of patients enrolled in WS19 in Medical Director

This list will show all of the patients enrolled in the winter strategy. It will assist you to commence the baseline audit.

1. Go to the main page homepage in Medical Director. Click Search→Patient
2. Type a 'Y' next to the 'WS19' custom field and click Search.
3. This will produce a list of patients that are enrolled in the strategy.

Custom Fields

WS19	<input type="text" value="Y"/>
.	<input type="text"/>
.	<input type="text"/>

Patient Search

Age
Age greater than or equal to:
Age less than or equal to:

Occupation:

Gender
 All
 Not Stated
 Male
 Female
 Intersex/Other

Transgender
 All
 Yes
 No

Pregnant
 All
 Yes
 No

Other demographic criteria

ATSI
 Not stated/inadequately described
 Aboriginal
 Torres Strait Islander
 Aboriginal and Torres Strait Islander
 Neither Aboriginal nor Torres Strait Islander

Smoker >= /day Never Smoked Ex-Smoker

Drug/Condition
 Currently taking drug
 Currently taking drug from class
 Previous script for drug
 Condition
 Symptom
 Sign

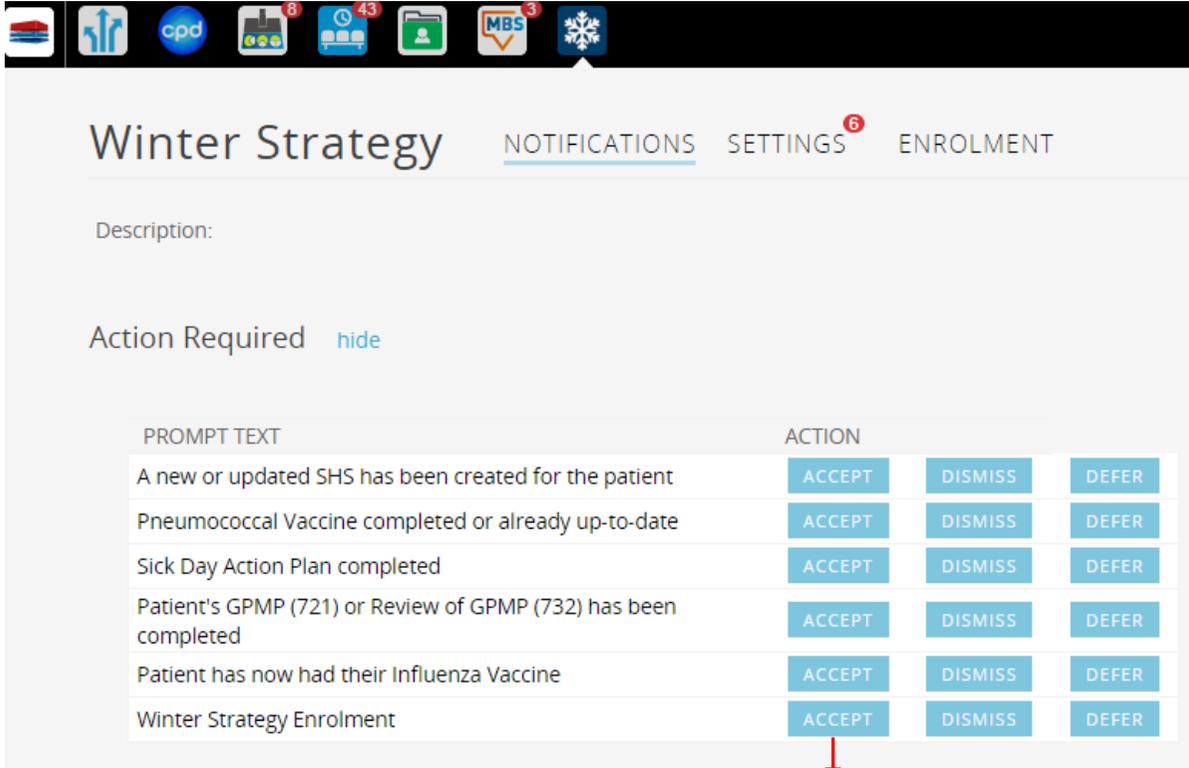
OR NOT

Seen By: From: To:

Not seen since:

WS19 All patients

Part Three: Enrolling patients in Topbar



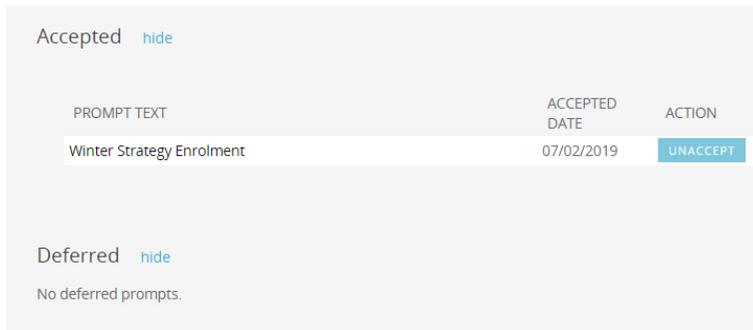
Winter Strategy NOTIFICATIONS SETTINGS⁶ ENROLMENT

Description:

Action Required [hide](#)

PROMPT TEXT	ACTION		
A new or updated SHS has been created for the patient	ACCEPT	DISMISS	DEFER
Pneumococcal Vaccine completed or already up-to-date	ACCEPT	DISMISS	DEFER
Sick Day Action Plan completed	ACCEPT	DISMISS	DEFER
Patient's GPMP (721) or Review of GPMP (732) has been completed	ACCEPT	DISMISS	DEFER
Patient has now had their Influenza Vaccine	ACCEPT	DISMISS	DEFER
Winter Strategy Enrolment	ACCEPT	DISMISS	DEFER

Press Accept to enrol the patient into the Winter Strategy



Accepted [hide](#)

PROMPT TEXT	ACCEPTED DATE	ACTION
Winter Strategy Enrolment	07/02/2019	UNACCEPT

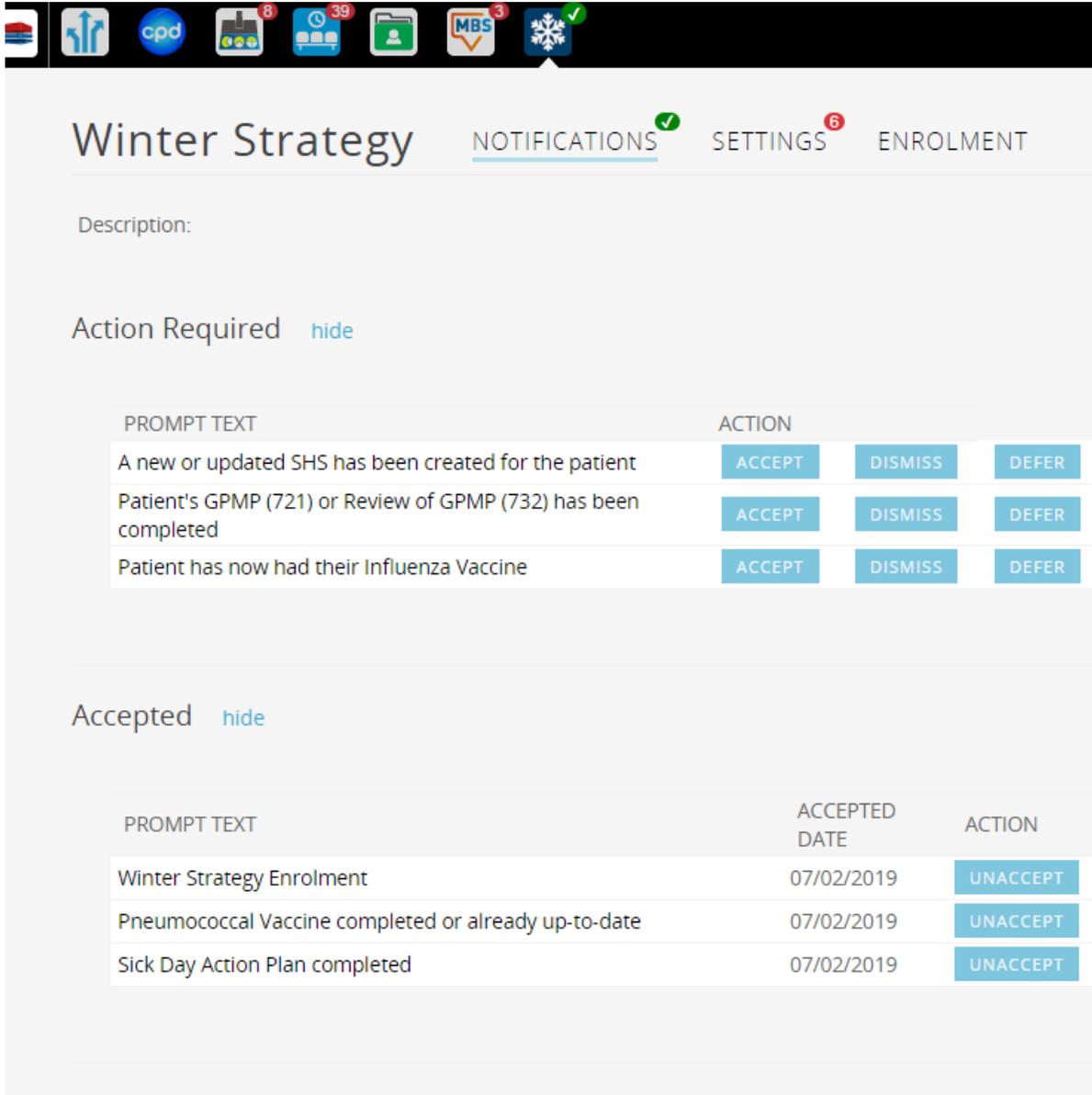
Deferred [hide](#)

No deferred prompts.



Once the patient is enrolled a tick will appear on the Winter strategy Logo and 'Winter Strategy Enrolment' will appear under 'Accepted'

Once data has been sent to the PHN you can start to invite patients in for appointments and mark off activities.



The screenshot shows a mobile application interface for 'Winter Strategy'. At the top, there is a navigation bar with icons for various services and a notification bell icon with a green checkmark. Below the navigation bar, the title 'Winter Strategy' is displayed, followed by three tabs: 'NOTIFICATIONS' (active, with a green checkmark), 'SETTINGS' (with a red '6' badge), and 'ENROLMENT' (with a red '6' badge). Under the 'NOTIFICATIONS' tab, there is a 'Description:' section and an 'Action Required' section with a 'hide' link. The 'Action Required' section contains a table with three rows of notifications, each with 'ACCEPT', 'DISMISS', and 'DEFER' buttons.

PROMPT TEXT	ACTION		
A new or updated SHS has been created for the patient	ACCEPT	DISMISS	DEFER
Patient's GPMP (721) or Review of GPMP (732) has been completed	ACCEPT	DISMISS	DEFER
Patient has now had their Influenza Vaccine	ACCEPT	DISMISS	DEFER

Below the 'Action Required' section, there is an 'Accepted' section with a 'hide' link. This section contains a table with three rows of accepted actions, each with an 'UNACCEPT' button.

PROMPT TEXT	ACCEPTED DATE	ACTION
Winter Strategy Enrolment	07/02/2019	UNACCEPT
Pneumococcal Vaccine completed or already up-to-date	07/02/2019	UNACCEPT
Sick Day Action Plan completed	07/02/2019	UNACCEPT

Once you have completed the action click 'Accept', the completed actions will appear underneath 'Accepted'.

Please note: This will not 'write' to your clinical software. Additionally by completing the task in your clinical software will not automatically mark the action as 'Accept'. It will need to be entered in both.