HealthLink



HealthLink SmartForms for Zedmed

Enables any healthcare provider to electronically refer a patient to any other healthcare provider or related service.

All sites must be running Zedmed v35 or greater to access the HealthLink SmartForms.



(C) HealthLink 2023

Zedmed now has HealthLink SmartForms

Practice management solution Zedmed Clinical now has HealthLink SmartForms as part of the system. This will enable Zedmed users to easily refer and engage with all HealthLink SmartForms including Transport for NSW and My Aged Care.

HealthLink Technical Support

helpdesk@healthlink.ne

1800 125 036

Step 1: Setting up HealthLink SmartForms

Step 2:

Locations to launch HealthLink SmartForms

Step 3: Select the required SmartForm

Step 4: Create a SmartForm Referral

Step 5:

Ensure patient and referrer information is correct

Step 6: Preview the referral

Step 7: Manage SmartForm from Zedmed

Step 8: View or Print Submitted Referrals

Step 1: Setting up HealthLink SmartForms in Zedmed Clinical

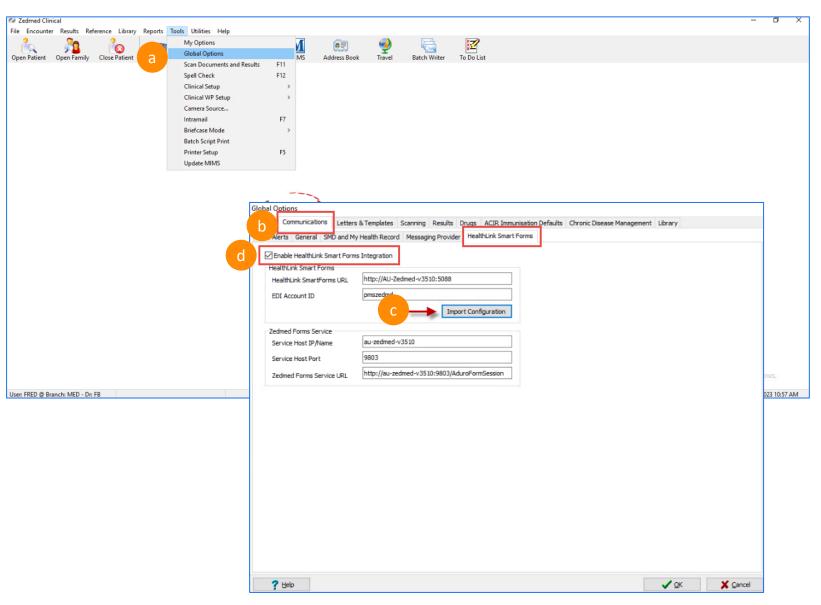
- **Open Zedmed Clinical.** Select Tools > Global Options
- Select Communications > Healthlink SmartForm tab

Do not select **Enable Healthlink** until you have filled in the fields. The **HealthLink SmartForms URL** and **EDI Account ID** fields will be populated when you import the HealthLink configuration file. Click on Import Configuration. Locate the hms_config.xml file - the default location is C:\HLINK

Once selected, **Enter Healthlink password** dialog will open.

To get the connection password, contact Healthlink at 1800 125 036 option 4 and speak with one of the Helpdesk representatives.

Select Enable HealthLink SmartForms Integration. Click on OK to save changes.



Step 2: Locations to launch the HealthLink SmartForms in Zedmed Clinical



From Quick Documents

From the Zedmed Clinical Record> Open Patient (F4) > Select the Quick Documents icon

Zedmed Clinic File Encounter	al Results Reference Library Reports Tools Utilities Help		- 0
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	Mouse, Mr Mickey		History View
💥 📟			↔ 1 2 3 ♥ ● Image: Search History Oldest Encounter: 09/08/2016 Image: Search Visible: Last 10 Consultations ✓ Include ● Image: Search Visible: Last 10 Consultations ✓ <
Address: DOB: Age: Medicare No: File No: Hosp UR No: MHR Status:	123 Test Street, 2nd Line Address WOOWD4, 2517 30 J01/1/991 Home: 0212345678 32 years Work: 0212345678 302 Occupation: Carpenter Consent to Upload		29/03/20/23 (Wed) 1:58pm with FRED BASSIT at MED UPDATED - Achestemach-BR/-Changed from. Achestemach 29/03/20/23 (Wed) 1:58pm with FRED BASSIT at MED, for 8m 54s Achestemachest pain test pain rfe Ro: Zinc amina acid chelate 125mg - Manganese amina acid chelate 20mg - Pyridoxine hydrochloride 50mg - Retinol acetate 860U - Magnesi phosphate pentalydrate 122mg Oral Tablet [84] - 00y; 194 - TAXE 13 TAB AS DRECTED Ro: Cetaph Piro Acne Prone Ok-Free Molaturiang Lotion SPF25 118 mL [1] - 01y: 1*1*118mL - TAKE 1 ONCE A DAY AS DRECTED 29/03/2023 (Wed) 1:55pm with RED BASSIT at MED UPDATED - Readoche-BR/-Changed from: Headache 29/03/2023 (Wed) 1:56pm with RED BASSIT at MED, for 1m 29s
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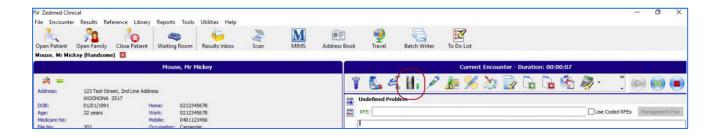


From Referral Module

From Zedmed Clinical Record> Open Patient (F4) > Start an encounter

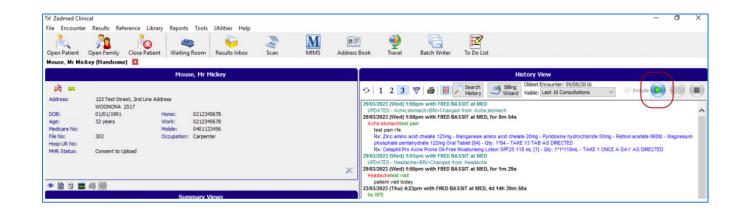
Choose Referral Icon and click on the Healthlink Form (Referral)Referral Module

2 Zedmed Clin	nical														-	٥	×
File Encounte	er Results Refere	ence Library	Reports	Tools Utilities He	p												
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	Show Pathology D	rts to My Health Record Details Form
Todays referrals Addressee / Details Problem	Current Encounter Undefined Problem	
A2	RFE:	Use Coded RFEs Management Plan
Print Referrals Print Referrals and Close HL HealthLink Forms (Referral)	? Help	V QK X Cancel





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Step 3: **Select the required** HealthLink SmartForm from the display

- Select the required SmartForm Referral Service from the list available on the HealthLink homepage.
- The SmartForms selection vary based on • your location. Please contact Healthlink Helpdesk to get the required form if you are missing a referral service in the list.
- Refer to this website for all the available • HealthLink SmartForms: https://au.healthlink.net/products/smartforms/smartforms-available/
- Some Smartforms requires you to select a specific service to refer to, select one and click Continue to move onto the next step.

L HealthLink Form AU	HealthLink Online Homep	a × 📑			
	IthLink ting with care		1800 125 036 (AUS) helpdesk@healthlink.net	Contact Us	
Specialists, Allie	ed Health Providers a	nd GPs			
SR Specialists	& Referrals Refer to Private Spe	cialist			
General Service	S				
-This is the AU UAT	Environment-	ReturnToWorkSA V	Vork Capacity Certificate		
Referred Service	es				
Austin Health Monash Health		Eastern Health My Aged Care Refe	erral		
PRP Diagnostic Ima Vendor Validation Te		Transport for NSW			
© 2023 Healthli	nk Group Limited	Knowledge Base Pr	ivacy Policy Security Terms	of Use	
tp:// au-zedmed-v3510 :5088/form-au/Prep m AU HL Form AU Start Page		n&cowner=easternh&serviceProviderCode=easternh&pmsWS	SAccess=true8taduro_aduroVersion=1.1	- C Search	
astern Health					В



Step 4: Create SmartForm Referral

After you select the service, Zedmed will prefill the patient and referral forms with the information that is available in Zedmed.

If you have attachments like PDFs or JPGs, they can be attached using the SmartForms **Attachment/Reports** section.

Actions available:

- Use the **Park** option to save what you have added. It will be saved in Zedmed's Summary Views > Referrals tab with the (D) draft status.
- Use the **Submit** button to send the referral to the organization.

Note: (*) indicate a mandatory form field. You will not be able to submit the form until the mandatory fields are filled.

Health Link								
	AU Radiology Referral For	rm		<u>S</u> ubmit	Pre <u>v</u> iew	<u>P</u> ark		
Requested Information								
	Medical Practitioner Inform Medicare Provider Number*		Medical Registration Number					
Attachments / Reports	000000Y							
No reports selected No files attached	HPI-I		HPI-O 8003628233359965					
Medical History	Name		-					
No medical history specified	Full name	Dr Best Practic	e i					
	 Referrer Name 							
Medications / <u>Warnings</u> 1 long term medication specified	Practice name							
No medical warnings specified	HealthLink Townsville							
	Practice Address							
Patient Information	▶ 4 69 Eyre Street, Suite, North Ward, QLD, 4810							
09/07/1939	Practice telephone*		Practice fax					
Referrer Information	0744015650							
Referrer Name 0000000Y	Email* register@healthlink.net							
	EDI* hkbpnuat							

Step 5: Ensure patient and referrer information is correct

• Ensure patient and referrer information is correct; With the 'Patient Information' and 'Recipient/Referrer' tabs, you simply need to ensure that the information displayed is up-to-date and correct.

Requested Information 🗳 AU Radiology Referral Form	Form has been auto-saved.							
	Patient Information							
	Date of birth*	IHI						
Attachments / <u>R</u> eports No reports selected	09/07/1939							
lo files attached	Medicare/DVA Eligible*							
	Yes O No							
Medical History No medical history specified	Medicare number*	Medicare expiry						
No medical history specified	2294724171 2							
	DVA number QPC12140F	Pension number						
Medications / <u>W</u> arnings								
1 long term medication specified No medical warnings specified	Private health fund name	Patient membership number						
	Safety net number	Country of birth						
Patient Information								
Patient Test QPC12140F	Name*							
09/07/1939	 Referrer Name 							
Referrer Information								
Referrer Name 0000000Y	Gender* Patient's indigenous status* Male Not stated/inadequately described							
	Residential Address	Not stated in adequately described						
	 Test Address, Brisbane, QLD, 4000 							
	Address line 1							
	Address line 2*							
	Test Address							
	Suburb							
	Brisbane							
	State*							
	QLD							
	Postcode 4000							
	Postal Address							
	Same as residential							
	Yes 🗸							

Step 6: **Preview the referral**

To preview the referral; click Preview button (Top right corner) to verify that the form has been filled in correctly. The form will highlight which tab and which fields are incomplete if you have missed some mandatory information for the referral.

Use the Park option to save what you have added. It will be saved in Zedmed's Summary Views > Referrals tab with the **D** (draft) status.

When you are ready, click on the Submit button to send your electronic referral. This will safely and securely send the form directly to the referred to organization and you will see a copy of the completed form containing an acknowledgment of receipt. You will also need to print a copy for the patient by clicking the Print button.

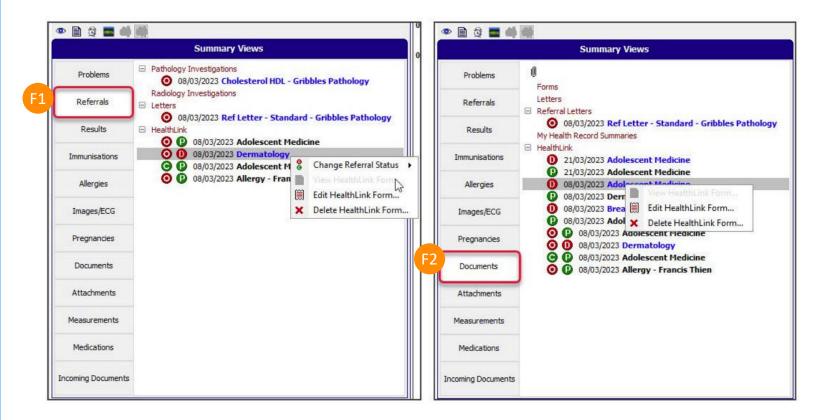
 After you Submit the referral, it will be saved in the Zedmed's Summary Views > Referrals tab with the P (processed) status

	AU Radiology Referral Form		<u>S</u> ubmit	Pre <u>v</u> iew <u>P</u> arl
Requested Information		Form has been auto-save		
	Medical Practitioner Informat Medicare Provider Number*	ion Medical Registration Number	E	D
Attachments / <u>R</u> eports No reports selected No files attached	0000000Y HPI-I	HPI-O 8003628233359965		
Medical History To medical history specified		r Best Practice		
Medications / <u>Warnings</u> long term medication specified lo medical warnings specified	Referrer Name Practice name HealthLink Townsville			
Patient Information	Practice Address + 4 69 Eyre Street, Suite, Nort	h Ward, QLD, 4810		
Referrer Information Referrer Name 0000000Y	Practice telephone* 0744015650 Email* register@healthlink.net	Practice fax		
	EDI* hkbpnuat			

Step 7: Manage SmartForm from Zedmed

- Any HealthLink Smartform referral created for a patient can be viewed and interacted with in Zedmed's Summary Views section of the patient's record .
- Locating a patient's referral/document Healthlink referrals are saved under the HealthLink header in the Summary Views > Referrals tab.
- Healthlink referrals and Smartform documents are saved under the HealthLink header in the Summary Views > Documents tab.

Note (*): Users need to right click on the item that needs to be edited/ updated



Zedmed status options manually selected by doctor:

- Open referral not been actioned or discussed with the patient.
- Closed referral has been discussed with the patient or no action is required.

HealthLink status options:

- Draft the referral/document has not been submitted.
 - Processed the referral/document has been submitted.
- Awaiting Acknowledgement the referral has been submitted, waiting for
- an Acknowlegement from the Referred To service.

Step 8: View or Print Submitted Referrals

- A copy of the submitted form can be found in the Summary View > Documents section
- Or the Summary View > Referrals section

Right click on the item to View Healthlink Form.

To print, click on the print button

Zedmed Clinical		
File Encounter R	esults Reference Library Reports Tools Utilities Help	
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Open Patient Op Mouse, Mr Mickey	en Family Close Patient Waiting Room Results Inbox Scan	MIMS Address Book Travel Batch Writer To Do List
Mouse, Mr Mickey	X	🐼 Document - Allergy - Francis Thien
	Mouse, Mr Mickey	
	123 Test Street, WOONONA 2517	Form sent on 30/05/2023 15:06 NZST
DOB:	1/01/1991 Home: 0212345678 32 years Work: 0212345678	Allergy - Francis Thien
Medicare No: File No:	Mobile: 0401123456 302 Occupation:	Referral to Eastern Health Patient: Mickey Mouse, 32yrs, M, DOB 01/01/1991, PH: 0212345678, Mob 0401123456
Hosp UR No:		Residential address: 123 Test Street, WOONONA, NSW 2517
MHR Status: 0	Consent to Upload	Postal address: same as residential address
	و	Referred by: FRED BASSIT, Zedmed Medical Centre, Prov. No. 0000000Y, Reg. No. ABC1234567890, HPI-O 8003628233359965, HPI-1 8003614166667350, PH 03 9284 3300, FAX 03 9284 3399
	Trans.	Referral date: 30/05/2023 15:06 NZST
🗢 🗎 🕸 🔳 🆛		
	Summary Views	Clinical Referral Information
Problems	0	Referral Date: 30/05/2023
Referrals	14/11/2018 Referral Letter - Dr Rahul Sonar (HL)	Referral Continuation: New
Results	14/11/2018 Referral Letter - Dr Rahul Sonar (HL)	Referral Period: 12 months
Immunisations	 12/11/2018 Referral Letter - Standard - Dr Rahul Sonar (HL) 12/07/2018 Referral Letter - Dr Alex Joseph 	Interpreter Required: No
	0 17/05/2018 Referral Letter - Mr Colin Wilce	Additional Needs / Reasonable Adjustments Required: No Does the patient have a carer / support person? No
Allergies	09/02/2018 Referral Letter - Rajab Nabi	Does the patient have a carer / support person? No Is the patient appropriately equipped and enabled for No
Images/ECG	 11/10/2017 Referral Letter - Dr Test Specialist 31/05/2017 Referral Letter - Central Referral Service 	Telehealth (video) consultation?
Documents	29/05/2017 Referral Letter - Central Referral Service	Urgency: Routine: Greater than 30 days
Attachments	2 14/12/2016 Referral Letter - Mr Damian Breslin	Referral Purpose: Provide clinical assessment
Measurements	23/11/2016 Referral Letter - Kyle Macdonald (HL) My Health Record Summaries	Referral Details:
Medications	HealthLink	test
Incoming Documents	30/05/2023 Eastern 📄 View HealthLink Form	Additional information:
	🗐 Edit HealthLink Form	test
	Reference Vi 🗶 Delete HealthLink Form	Medications, Allergies, Alerts - No medications, allergies and alerts specified
		in a set of the set of

Customer Care 1800 125 036 helpdesk@healthlink.net

Monday to Friday (Except Public Holidays) 8:00am – 6:00pm

www.healthlink.com.au

HealthLink

HealthLink is part of Clanwilliam, a vast network of healthcare enterprises spanning across the United Kingdom, Ireland, New Zealand, Australia, and India. Together, we're working collectively to create safer, more efficient and better healthcare for everyone.