

HealthLink SmartForms for Communicare

Welcome to the Initial Assessment and Referral Decision
Support Tool (IAR-DST) for Mental Health.

All sites must be running Communicare 22.4 or greater to access the HealthLink SmartForms.



Using the IAR-DST SmartForm within Communicare

The integrated IAR Decision Support Tool for Mental Health SmartForm supports **Communicare** users to provide consistent, evidence-based decision-making, streamlining assessments to support better patient outcomes.

HealthLink Technical Support

helpdesk@healthlink.net

1800 125 036

Step 1:

Accessing HealthLink SmartForms

Step 2:

Launching a new SmartForm

Step 3:

Completing the SmartForm

Step 4:

Previewing and parking a SmartForm and generating a report

Step 5:

Accessing parked and auto-saved SmartForms

Step 6:

Accessing generated reports

Step 1: Accessing HealthLink SmartForms

A

Open the **Clinical record** tab and search for the required patient.

B

Select **Go To** and click **Healthlink Smart Forms**.

A

Communicare - ADMINISTRATOR

File Patient Transport Report Tools Help

Patient Biographics Appointments Book Service Recording Data Entry Wizard Clinical Record Browse MIMS Drug Data Patient Summary Patient Labels Documents and Results Transport Management

Christine Ellison Eastern Branch Clinic (Aboriginal Health Service) (No program selected) 0 unread messages

Add or change patient clinical record...

Search Conditions: Patient Name: Date of birth: Patient ID: Existing File: Skin: Medicare No:

CentreLink No. DVA No. MRN: IHI No:

Search now New Search Advanced

Last search took 0.04 seconds to complete.

Patient ID	Patient Name	Date of Birth	Medicare Number
18884	BANKS, REX (BANKS, REX B) 41yrs Female	21/10/1982	3950 21286 1 - 1
18884	BANKS, REX B 41yrs Female	21/10/1982	3950 21286 1 - 1
18884	BANKS, REX Y (BANKS, REX B) 41yrs Female	21/10/1982	3950 21286 1 - 1

Address Line 1: 239 HERB GR Address Line 2: Additional line
Locality: West Ryde Phone: (08)98763122
Work: 045678345 Mobile: 043123889
Aboriginality: Neither Aboriginal nor Torres Strait Islander IHI No: 8003 6088 3333 6960
CentreLink Number: 337-014-508K EHR Registered: My Health Record
Details checked: Not recorded

No Image Available

New Patient Change Details Select Patient Cancel Help

B

Communicare - ADMINISTRATOR

File Patient Transport Report Tools Help

Patient Biographics Appointments Book Service Recording Data Entry Wizard Clinical Record Browse MIMS Drug Data Patient Summary Patient Labels Documents and Results Transport Management

Christine Ellison Eastern Branch Clinic (Aboriginal Health Service) (No program selected) 0 unread messages

Clinical Record

BANKS, REX B

DOB 41yrs (21/10/1982) Sex Female Patient ID 18884 Gender Other Pronouns He/H

Verbal Orders 2 Documents Pregnant: 8/40 + 2 2 Medical Alerts Adverse Reactions: (S)-S-adenosylmethionine, Glucose, ANSTO Health Chromium (51Cr)...

Immunisation 6 Results

Clinical Item Medication Imaging Recall Letter Attachment Send SMS Delete Reports Biographics Charts Services Open My Health Record

Summary Progress Notes

View Clinical Items By: Class Topic Date Search text: Search Automatically Place Mode

Go To HealthLink Smart Forms

Aboriginal Health Service

Step 2: Launching a new SmartForm

Now you're on the HealthLink homepage...

A

Here you'll find a list of available services to refer patients.

B

Within the **Spotlight Services** section, click on the link named **IAR Decision Support Tool for Mental Health**.

The screenshot shows the HealthLink PRO homepage. At the top, there's a blue header with 'Create Update Support' and 'HealthLink | PRO'. Below this, a navigation bar includes 'Specialists+Referrals Refer to Private' and 'HL HealthLink Direct'. The main content area is divided into sections. On the left, under 'Referral Services', there's a list of services including 'Access Canberra Prototype', 'Application for ACT Approval to Prescribe Controlled Medicines', 'Banyule Community Health', 'Chris O'Brien Lifeshouse Services', 'Eastern Health', 'Head to Health', 'Medicare Mental Health (1800 595 212)', and 'Monash Health'. On the right, under 'Spotlight Services', there's a list of services including 'ACT Public Outpatient and Community', 'Austin Health eReferrals', 'ccCHIP - Cardiometabolic Health in Psychosis', 'DPV Community Health', 'Grampians Health', 'Hearing Australia Medical Certificate', 'Mercy Hospital for Women', and 'My Aged Care Referral'. A search bar is located between the two lists. A tooltip is visible over the 'IAR Decision Support Tool for Mental Health' link, stating: 'The Initial Assessment and Referral Decision Support Tool (IAR DST) is an evidence based clinical support tool for primary care in Australia. It helps clinicians assess a person's mental health needs and identify the most appropriate level of care, supporting safe, consistent referral decisions.'

Create Update Support

HealthLink | PRO

Specialists+Referrals Refer to Private

HL HealthLink Direct

IAR Decision Support Tool for Mental Health

ReturnToWorkSA Work Capacity Certificate

Referral Services

Search

Clear

Access Canberra Prototype

Application for ACT Approval to Prescribe Controlled Medicines

Banyule Community Health

Chris O'Brien Lifeshouse Services

Eastern Health

Head to Health

Medicare Mental Health (1800 595 212)

Monash Health

ACT Public Outpatient and Community

Austin Health eReferrals

ccCHIP - Cardiometabolic Health in Psychosis

DPV Community Health

Grampians Health

Hearing Australia Medical Certificate

Mercy Hospital for Women

My Aged Care Referral

The Initial Assessment and Referral Decision Support Tool (IAR DST) is an evidence based clinical support tool for primary care in Australia. It helps clinicians assess a person's mental health needs and identify the most appropriate level of care, supporting safe, consistent referral decisions.

Step 3: Completing the SmartForm

Now you've loaded the SmartForm to complete.

A The SmartForm layout provides a consistent, easy-to-use tabular structure on the left, with the main action window on the right.

You'll notice SmartForms are **responsive**: They will pre-populate all available patient and referrer data and contain logic to request more specific patient information based on your selections.

B Please note: you need to agree to the **Terms of use** to proceed.

IAR-DST IAR Decision Support Tool for Mental Health

Requested Information ⚠️
IAR Decision Support Tool for Mental Health

☐ I agree to the [Terms of use](#). I acknowledge that the Initial Assessment and Referral (IAR) Decision Support Tool (DST) and related Guidance Documentation has been developed for use within Australia only. I acknowledge that my use of the IAR-DST and Guidance Documentation is not a substitute for independent professional knowledge and clinical judgement.*

Attachments / Reports
No reports selected
No files attached

Patient Information ⚠️
No patient name
No patient ID available
No date of birth

Referrer Information
Demo Doctor
No Different Regular GP

[Generate Report](#) [Preview](#) [Park](#) [Help](#) ▾

Step 3: Completing the SmartForm

C **Mandatory Fields** are highlighted with a red asterisk.

D If you need more information about the Developmental age group or each domain to inform your rating, you can click on the **green question mark icons**.

The screenshot shows the IAR-DST (IAR Decision Support Tool for Mental Health) interface. The form is divided into several sections:

- Requested Information** (Warning icon): IAR Decision Support Tool for Mental Health.
- Attachments / Reports**: No reports selected, No files attached.
- Patient Information** (Warning icon): No patient name, No patient ID available, No date of birth.
- Referrer Information**: Demo Doctor, No Different Regular GP.
- Consent**: A checkbox is checked, indicating agreement to the Terms of use.
- ADF veteran status**: A dropdown menu with "Please Select" as the current selection.
- Developmental age group**: A dropdown menu with "Please Select" as the current selection. This field is annotated with a green question mark icon (D) and a red asterisk (C).
- Practitioner notes**: A large text area for notes.
- Primary domains**: A list of five domains, each with a red asterisk (C) and a green question mark icon (D):
 - Domain 1 - Symptom severity and distress*
 - Domain 2 - Harm*
 - Domain 3 - Functioning*
 - Domain 4 - Impact of co-existing conditions*
- Contextual domains**: A list of one domain with a red asterisk (C) and a green question mark icon (D):
 - Domain 5 - Service use and response history*

Annotations C and D are placed in orange circles. Arrows point from circle C to the red asterisks on the Developmental age group field and the four Primary domains. An arrow points from circle D to the green question mark icons on the Developmental age group field and the five domains (both Primary and Contextual).

Step 3: Completing the SmartForm

Calculation

- E** Use the dropdown menus to rate each of the Primary and Contextual domains.
- F** Once you've completed the Primary and Contextual domains, you can calculate the IAR-DST derived level of care for your patient.

IAR-DST
IAR Decision Support Tool for Mental Health

Requested Information ⚠
IAR Decision Support Tool for Mental Health

Attachments / Reports
No reports selected
No files attached

Patient Information ⚠
No patient name
No patient ID available
No date of birth

Referrer Information
Demo Doctor
No Different Regular GP

☒ I agree to the [Terms of use](#). I acknowledge that the Initial Assessment and Referral (IAR) Decision Support Tool (DST) and related Guidance Documentation has been developed for use within Australia only. I acknowledge that my use of the IAR-DST and Guidance Documentation is not a substitute for independent professional knowledge and clinical judgement.*

ADF veteran statusHas never served

Developmental age group* ⓘAdult (18-64)

i

Note: Developmental age group does not match chronological age.

An individual's developmental age may not be aligned with their chronological age. When choosing an age group this may be taken into account and a more appropriate age group chosen based on the practitioner's clinical judgement. You have chosen a different developmental age group compared to the chronological age of the patient. Document your reasons for doing so below.

Developmental age group does not match chronological age.*
Test patient

Primary domains

Domain 1 - Symptom severity and distress* ⓘ

Domain 2 - Harm* ⓘ

Domain 3 - Functioning* ⓘ

Domain 4 - Impact of co-existing conditions* ⓘ

Contextual domains

Domain 5 - Service use and response history* ⓘ

Domain 6 - Social and environmental stressors* ⓘ

Domain 7 - Family and other supports* ⓘ

Domain 8 - Engagement and motivation* ⓘ

Please Select One

Please Select One

0. No problem in this domain

1. Mild

2. Moderate

3. Severe

4. Very severe

Please Select One

Please Select One

Please Select One

Please Select One

Calculate

DST-derived level of care*

©HealthLink

7

Step 3: Completing the SmartForm

Calculation

G The IAR-DST derived level of care is there to support your clinical judgement during the consultation.

H You can read more about the recommended level of care by clicking on the link.

The screenshot shows the IAR-DST (IAR Decision Support Tool for Mental Health) interface. On the left, there are four information boxes: 'Requested Information' (warning icon), 'Attachments / Reports' (info icon), 'Patient Information' (warning icon), and 'Referrer Information' (info icon). The main area is divided into 'Primary domains' (Domains 1-4) and 'Contextual domains' (Domains 5-8), each with a dropdown menu. A 'Calculate' button is located below the domains. At the bottom, a box labeled 'DST-derived level of care*' displays 'Moderate intensity services or above (Level 3 or above)'. Below this box, there is a text prompt and a link. Annotations G and H point to the 'DST-derived level of care' box and the link, respectively.

IAR-DST IAR Decision Support Tool for Mental Health

Requested Information ⚠️
IAR Decision Support Tool for Mental Health

Attachments / Reports ⓘ
No reports selected
No files attached

Patient Information ⚠️
No patient name
No patient ID available
No date of birth

Referrer Information ⓘ
Demo Doctor
No Different Regular GP

Primary domains

Domain 1 - Symptom severity and distress* ⓘ 1. Mild

Domain 2 - Harm* ⓘ 0. No concerns about harm

Domain 3 - Functioning* ⓘ 2. Moderate impact

Domain 4 - Impact of co-existing conditions* ⓘ 2. Moderate impact

Contextual domains

Domain 5 - Service use and response history* ⓘ 0. No previous service use

Domain 6 - Social and environmental stressors* ⓘ 2. Moderately stressful environment

Domain 7 - Family and other supports* ⓘ 2. Limited supports

Domain 8 - Engagement and motivation* ⓘ 1. Positive

Calculate

DST-derived level of care*

Moderate intensity services or above (Level 3 or above)

Review assessment on contextual domains to determine most appropriate placement

[Read more about this recommended level of care.](#)

Step 3: Completing the SmartForm

Calculation

- I The Practitioner assessed level of care is your assessment of the appropriate level of care for your patient.
- J You can write relevant notes regarding the practitioner assessed level of care.

Referrer Information
Demo Doctor
No Different Regular GP

Domain 4 - Impact or co-existing conditions* 2. Moderate impact

Contextual domains

Domain 5 - Service use and response history* 0. No previous service use

Domain 6 - Social and environmental stressors* 1. Mildly stressful environment

Domain 7 - Family and other supports* 2. Limited supports

Domain 8 - Engagement and motivation* 2. Limited or mixed

[Calculate](#)

DST-derived level of care*
Moderate intensity services or above (Level 3 or above)

Review assessment on contextual domains to determine most appropriate placement

[Read more about this recommended level of care.](#)

Practitioner assessed level of care*
Please Select

Practitioner notes

Please Select
(Level 1) Self management
(Level 2) Low intensity services
(Level 3) Moderate intensity services
(Level 4) High intensity services
(Level 5) Acute and specialist community mental health services
Please Select

Step 3: Completing the SmartForm

Attachments

K The **Attachments / Reports** tab will give you access to all the supporting documents that you may wish to attach to the SmartForm.

L You can select any item from the **table** – showing you patient medical records captured from the **last six months**.

Or you can **browse for files...**

M • stored in your Practice Management Software by clicking the **Browse for Patient Document** button.

N **Note:** Make sure to update the date parameters if you want to see files that are older than 6 months.

O • stored in your local computer's file system by clicking the **Browse for Local File** button.

Requested Information
General Surgery

Attachments / Reports

Medications, Allergies, Alerts

Medical, Social and Family History

Diagnostic Reports / Patient Documents

Browse for Patient Document

Browse for Local File

Attach file from EMR supports: gif, html, jpeg, doc, docx, pdf, txt, rtf, tiff

Attach file from Computer supports files that end in types: doc, docx, gif, htm, html, jpeg, jpg, pdf, rtf, tif, tiff, txt

Caution: larger attachments may take significant time to preview

☐	Date	Name	Comments	Type	Size
☐	01/09/2021	File_123		rtf	80 KB
☒	01/10/2021	File_456		rtf	8 KB
☒	01/11/2021	File_789		rtf	90 KB

Diagnostic Reports / Patient Documents

Browse for Patient Document

Browse for Local File

Please attach any relevant patient information (for example allied health assessments, wound care details, medication summaries and relevant medical summaries). This information will support your patient's assessment and service provision. Clinical information will be visible to all users with access to the patient's record.

Attach file from EMR supports: gif, html, jpeg, doc, docx, pdf, txt, rtf, tiff

Attach file from Computer supports files that end in types: doc, docx, gif, htm, html, jpeg, jpg, pdf, rtf, tif, tiff, txt

Caution: larger attachments may take significant time to preview

Attach File

Name

Date from 08/01/2019 Date to 08/07/2021

Search

Attach Cancel

☐	Date	Name	Comments	Type	Size
☒	08/07/2021	File_One			43 KB
☐	09/10/2019	File_Two			52 KB
☐	01/10/2019	File_Three			48 KB
☐	24/09/2019	File_Four			44 KB

Step 3: Completing the SmartForm

Patient Information

P

Check that your patient's information is correct. The responsive SmartForm will extract relevant patient information from their electronic medical record (EMR).

It will also display a **warning** for some information taken from your Practice Management Software that needs reviewing.

For example, if a contact phone number is missing.

P

IAR-DST

IAR Decision Support Tool for Mental Health

Requested Information ⚠️
IAR Decision Support Tool for Mental Health

Attachments / Reports
No reports selected
No files attached

Patient Information ⚠️
Test Patient
No patient ID available
30/06/2026

Referrer Information
Demo Doctor
No Different Regular GP

Gender*

Gender Identity
Female

Residential Address
Please add only the following State or Territory codes, ACT, NSW, NT, QLD, SA, TAS, VIC, WA only in the State field
▼ Test, Test, Test, 2000

Address line 1*
Test

Address line 2*
Test

Suburb

State*
Test

Postcode
2000

Postal Address
Same as residential
Yes
Please add only the following State or Territory codes, ACT, NSW, NT, QLD, SA, TAS, VIC, WA only in the State field
▶ Test, Test, Test, 2000

Contact Details (Select preferred phone contact)
Either a patient work phone, a home phone number, or a mobile number is required
▼ Email name.name@anz.lanas.com

☐ Work

☐ Home

☐ Mobile

☐ Other

©HealthLink

Step 3: Completing the SmartForm

Referrer Information

Q

Check that your information as a referrer is correct. The responsive SmartForm will extract relevant information from your Practice Management Software.

Q →

IAR-DST
IAR Decision Support Tool for Mental Health

Requested Information ⚠
IAR Decision Support Tool for Mental Health

Attachments / Reports
No reports selected
No files attached

Patient Information ⚠
Test Patient
No patient ID available
30/06/2026

Referrer Information
Demo Doctor
No Different Regular GP

Recipient
Referral number*
iard-453
Referral creation date*
30/06/2026 09:07 NZST

Facility*
IAR Decision Support Tool for Mental Health ▾

Attention

Medical Practitioner Test Doctor
Name
Full name ⓘ

Practice name

Furious Five Psych

Practice Address

Unit 1/5-7 Martinez Avenue, West End, Queensland, 4810

Practice telephone*

+61 1300 145465

Practice fax

Email

EDI*

auportal

☐ Patient has a different regular GP

Step 4:

Previewing and parking a SmartForm and generating a report

Previewing

A You can verify that the SmartForm has been completed correctly by clicking **Preview** allowing you to review the details before generating a report.

Note: Whether you click **Preview** or **Generate Report**, if a piece of required information is incomplete or incorrect, the SmartForm will notify you to complete or correct it.

IAR-DST

IAR Decision Support Tool for Mental Health

Generate Report

Preview

Park

Help

Requested Information ⚠️
IAR Decision Support Tool for Mental Health

Attachments / Reports
No reports selected
No files attached

Patient Information ⚠️
Test Patient
No patient ID available
30/06/2026

Referrer Information
Demo Doctor
No Different Regular GP

✓ **Form has been auto-saved.**

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ADF veteran status

Please Select

Developmental age group*

Please Select

Practitioner notes

This referral is to be printed and sent by fax or mail.
Please print the referral and any attachments for sending.

Print

IAR Decision Support Tool for Mental Health

IAR-DST

Patient: Test Patient, 0yr, F, DOB 30/06/2026, PH: Mob 000000000

Residential address: Test, Test, Test 2000

Postal address: same as residential address

Referred by: Furious Five Psych, PH +61 1300 145465

Referral date: 30/06/2026 09:47 NZST

Clinical Referral Information

ADF veteran status: Has never served

Developmental age group: Adult (18-64)

Note: Developmental age group does not match chronological age.

An individual's developmental age may not be aligned with their chronological age. When choosing an age group this may be taken into account and a more appropriate age group chosen based on the practitioner's clinical judgement.
You have chosen a different developmental age group compared to the chronological age of the patient. Document your reasons for doing so below.

Developmental age group does not match chronological age.:
Test patient

Step 4:

Previewing and parking a SmartForm and generating a report

Parking

B You can park the SmartForm by clicking **Park** allowing you to return to complete the SmartForm later.

IAR-DST
IAR Decision Support Tool for Mental Health

[Generate Report](#) [Preview](#) [Park](#) [Help](#)

Requested Information 
IAR Decision Support Tool for Mental Health

Attachments / Reports
No reports selected
No files attached

Patient Information 
Test Patient
No patient ID available
13/06/1974

Referrer Information
Demo Doctor
No Different Regular GP

**Form parked successfully. Please note that attachments selected from your PC need to be re-attached when resuming the parked form.**

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ADF veteran status

Has never served

Developmental age group* 

Adult (18-64)

Primary domains

Domain 1 - Symptom severity and distress* 

1. Mild

Domain 2 - Harm* 

1. Previous but no current concerns about harm

Domain 3 - Functioning* 

1. Mild impact

Domain 4 - Impact of co-existing conditions* 

1. Minor impact

Contextual domains

Domain 5 - Service use and response history* 

0. No previous service use

Domain 6 - Social and environmental stressors* 

1. Mildly stressful environment

Domain 7 - Family and other supports* 

1. Well supported

Domain 8 - Engagement and motivation* 

1. Positive

Calculate

DST-derived level of care*

Self management (Level 1)

Review assessment on contextual domains to determine most appropriate placement
[Read more about this recommended level of care.](#)

Step 4: Previewing and parking a SmartForm and generating a report

Generating a Report

C When you have completed your assessment, you can **Generate a Report**.

D The generated report is saved directly to the patient file. The report can then be attached to a mental health referral.

The screenshot displays the IAR-DST (IAR Decision Support Tool for Mental Health) interface. The top navigation bar includes the 'Generate Report' button, which is highlighted with an orange box and labeled 'C'. Other buttons in the bar are 'Preview', 'Park', and 'Help'. The main form is divided into several sections: 'Requested Information', 'Attachments / Reports', 'Patient Information', and 'Referrer Information'. The 'Primary domains' section includes 'Domain 1 - Symptom severity and distress', 'Domain 2 - Harm', 'Domain 3 - Functioning', and 'Domain 4 - Impact of co-existing conditions'. The 'Contextual domains' section includes 'Domain 5 - Service use and response history', 'Domain 6 - Social and environmental stressors', 'Domain 7 - Family and other supports', and 'Domain 8 - Engagement and motivation'. A 'Calculate' button is located below the contextual domains. The 'DST-derived level of care' section shows 'Low intensity services (Level 2)'. A note at the bottom states: 'Note: DST-derived and practitioner recommended level of care differ. You have chosen a different level of care compared to the DST-derived level of care.' The generated report is shown on the right, featuring the IAR-DST logo and patient information: 'Patient: Test Patient, 52yrs, F, DOB 13/06/1974, PH: Mob 000000000'. The report also includes residential and postal addresses, and the referring practitioner: 'Referred by: Furious Five Psych, PH +61 1300 145465'. The report is organized into sections: 'Clinical Referral Information', 'Primary domains', and 'Contextual domains', each with a table of assessment results. An orange arrow labeled 'D' points from the 'Calculate' button to the report.

IAR-DST IAR Decision Support Tool for Mental Health

Generate Report **Preview** **Park** **Help**

Requested Information IAR Decision Support Tool for Mental Health

ADF veteran status: Has never served

Developmental age group*: Adult (18-64)

Attachments / Reports
No reports selected
No files attached

Patient Information
Test Patient
No patient ID available
13/06/1974

Referrer Information
Demo Doctor
No Different Regular GP

Primary domains

Domain 1 - Symptom severity and distress*: 1. Mild

Domain 2 - Harm*: 0. No concerns about harm

Domain 3 - Functioning*: 1. Mild impact

Domain 4 - Impact of co-existing conditions*: 1. Minor impact

Contextual domains

Domain 5 - Service use and response history*: 0. No previous service use

Domain 6 - Social and environmental stressors*: 0. No problem in this domain

Domain 7 - Family and other supports*: 1. Well supported

Domain 8 - Engagement and motivation*: 2. Limited or mixed

Calculate

DST-derived level of care*
Low intensity services (Level 2)

Review assessment on contextual domains to determine most appropriate level of care.

[Read more about this recommended level of care.](#)

Practitioner assessed level of care*
Please Select

Note: DST-derived and practitioner recommended level of care differ.
You have chosen a different level of care compared to the DST-derived level of care.

IAR-DST

Patient: Test Patient, 52yrs, F, DOB 13/06/1974, PH: Mob 000000000

Residential address: Test, Test, Test 2000

Postal address: same as residential address

Referred by: Furious Five Psych, PH +61 1300 145465

Clinical Referral Information

ADF veteran status: Has never served

Developmental age group: Adult (18-64)

Primary domains

Domain 1 - Symptom severity and distress: 1. Mild

Domain 2 - Harm: 0. No concerns about harm

Domain 3 - Functioning: 1. Mild impact

Domain 4 - Impact of co-existing conditions: 1. Minor impact

Contextual domains

Domain 5 - Service use and response history: 0. No previous service use

Domain 6 - Social and environmental stressors: 0. No problem in this domain

Domain 7 - Family and other supports: 1. Well supported

Domain 8 - Engagement and motivation: 2. Limited or mixed

Step 5: Accessing parked and auto-saved SmartForms

Parked and auto-saved SmartForms, and generated reports can be found in two locations within Communicare:

Location 1:

A Within the patient's clinical record under the **Detail** tab. You can preview parked and auto-saved SmartForms here.

B Due to Communicare's naming convention SmartForms will all display with Item Description **Smart Form** followed by what had been entered within the **Comments** field at the bottom of the SmartForm on the screen.

The screenshot displays the Clinical Record interface for Patient Oceania. The interface is divided into several sections:

- Header:** Patient Name: PATIENT, OCEANIA. DOB: 15yrs (01/01/2011). Sex: Female. Patient ID: 18963. Gender: Unknown. Pronouns: Unknown.
- Navigation Bar:** Includes buttons for Verbal Orders, Documents, No Medical Alerts, Adverse Reactions: None Recorded, Immunisations, Results, Clinical Item, Medication, Imaging, Recall, Letter, Attachment, Send SMS, Change, Biographics, Charts, Services, Open My Health Record, Reports, Go To, Claims, and Transport.
- Summary Section:**
 - View Clinical Items By:** Class, Topic, Date. Search text: [Search text]. Search Automatically: [checked].
 - Table:**

Date	Item Description
04/06/2026	Smart Form "iar-dst example"
03/11/2023	MRI Scan; Magnetic resonance imaging
02/11/2023	MRI Scan
02/11/2023	MRI Scan
15/12/2017	<Reviewed> MRI SCAN RIGHT HIP "Testing to chgeck Radiology Report"
15/12/2017	<Reviewed> MRI SCAN RIGHT HIP "TestingBY QA"
24/11/2013	<Unreviewed> OPG
10/07/2011	<Unreviewed> GLYCATED HB
10/07/2011	<Unreviewed> GLYCATED HB
15/01/2011	<Unreviewed Abnormal> GLYCATED HB
03/06/2010	<Unreviewed> OPG
- Progress Notes Section:**
 - Place:** Eastern Branch Clinic
 - Mode:** Aboriginal Health Service
 - Description:** Smart Form
 - Topic:** General & Unspecified
 - Provider:** Christine Ellison
 - Status:** Saved
- Domains Section:**
 - Domain 3 - Functioning* [?] [0. No problems in this domain]
 - Domain 4 - Impact of co-existing conditions* [?] [0. No problem in this domain]
 - Contextual domains**
 - Domain 5 - Service use and response history* [?] [0. No previous service use]
 - Domain 6 - Social and environmental stressors* [?] [0. No problem in this domain]
 - Domain 7 - Family and other supports* [?] [0. Highly supported]
 - Domain 8 - Engagement and motivation* [?] [0. Optimal]
- Footer:**
 - Encounter Place:** Eastern Branch Clinic
 - Encounter Mode:** Aboriginal Health Service
 - Viewing Rights:** Common
 - Comment:** iar-dst example
 - Topic:** General & Unspecified

Annotations:

- A:** Points to the "Detail" button in the Summary section.
- B:** Points to the "Smart Form 'iar-dst example'" entry in the Clinical Items table.

Step 5:

Accessing parked and auto-saved SmartForms

Location 2:

Within the main page outside of the patient's record within the **Documents and Results** tab.

You will be able to see a list of parked and auto-saved SmartForms, and generated reports, but you will not be able to open parked and auto-saved SmartForms to continue from here. You need to go to the patient's clinical record to resume parked and auto-saved SmartForms.

Smart Forms for patients can be located within the **Documents and Results** tab under the **Outgoing Documents** heading.

To better view the Message ID right click the **HL7 Message Id** tab and select **Best Fit** (this may be changed in the future).



Documents and Results										
Investigation Results			Scanned and Attached Documents			Received Documents			Outgoing Documents	
Encounter Place (All Places)			From 01/01/2020 To 09/07/2026 Refresh			Provider (All Providers) Include Unknown Providers			Default Date Range Last 6 Months	
Sent Date	Document Date	Patient	Date Of Birth	Document	HL7 Message Id	Provider	Status	Topic	Error	My Health Record
08/07/2026 10:12	08/07/2026 10:12	PATIENT, OCEANIA	01/01/2011	Smart Form "IAR-DST 08/07"	iard-606	CHRISTINE ELLISON	Saved	General & Unspecified	N/A	
07/07/2026 16:40	07/07/2026 16:45	BLOOMFIELD, MICKEY DISNEY	20/09/1954	Smart Form "WA Health General Surgery"	WAH-1701	CHRISTINE ELLISON	Pending	General & Unspecified	N/A	
07/07/2026 14:33	07/07/2026 14:33	BLOOMFIELD, MICKEY DISNEY	20/09/1954	Smart Form "IAR-DST"	iard-651	CHRISTINE ELLISON	Saved	General & Unspecified	N/A	
17/06/2026 10:55	17/06/2026 10:55	BLOOMFIELD, MICKEY DISNEY	20/09/1954	Smart Form	MH-17405	CHRISTINE ELLISON	Saved	General & Unspecified	N/A	
04/06/2026 15:29	04/06/2026 15:29	PATIENT, OCEANIA	01/01/2011	Smart Form "iar-dst example"	iard-165	CHRISTINE ELLISON	Saved	General & Unspecified	N/A	
02/06/2026 17:13	02/06/2026 17:13	BLOOMFIELD, MICKEY DISNEY	20/09/1954	Smart Form "testing iar decision support tool"	iard-205	CHRISTINE ELLISON	Saved	General & Unspecified	N/A	
05/05/2026 12:11	05/05/2026 12:11	BLOOMFIELD, MICKEY DISNEY	20/09/1954	Smart Form "testing wa health form"	WAH-651	CHRISTINE ELLISON	Saved	General & Unspecified	N/A	
22/04/2026 15:38	22/04/2026 15:38	BLOOMFIELD, MICKEY DISNEY	20/09/1954	Smart Form "example parked non RTWSA form"	MH-17007	CHRISTINE ELLISON	Saved	General & Unspecified	N/A	
17/04/2026 12:43	17/04/2026 12:43	BLOOMFIELD, MICKEY DISNEY	20/09/1954	Smart Form	WAH-603	CHRISTINE ELLISON	Saved	General & Unspecified	N/A	
02/12/2025 11:09	02/12/2025	BLOOMFIELD, MICKEY DISNEY	20/09/1954	Letter "(Blank Document)"		CHRISTINE ELLISON	Error	General & Unspecified	N/A	
30/10/2025 15:58	30/10/2025 15:58	BLOOMFIELD, MICKEY DISNEY	20/09/1954	Smart Form	RMS-4703703	CHRISTINE ELLISON	Saved	General & Unspecified	N/A	
30/10/2025 15:54	30/10/2025 15:54	BLOOMFIELD, MICKEY DISNEY	20/09/1954	Smart Form	RMS-4703702	CHRISTINE ELLISON	Saved	General & Unspecified	N/A	
30/10/2025 15:52	30/10/2025 15:52	BLOOMFIELD, MICKEY DISNEY	20/09/1954	Smart Form "example 2"	RMS-4703701	CHRISTINE ELLISON	Saved	General & Unspecified	N/A	
30/10/2025 15:51	30/10/2025 15:51	BLOOMFIELD, MICKEY DISNEY	20/09/1954	Smart Form "test"	RMS-4703700	CHRISTINE ELLISON	Sent	General & Unspecified	N/A	
30/10/2025 15:39	30/10/2025 15:39	BLOOMFIELD, MICKEY DISNEY	20/09/1954	Smart Form "example"	RMS-4703699	CHRISTINE ELLISON	Saved	General & Unspecified	N/A	

Step 5:

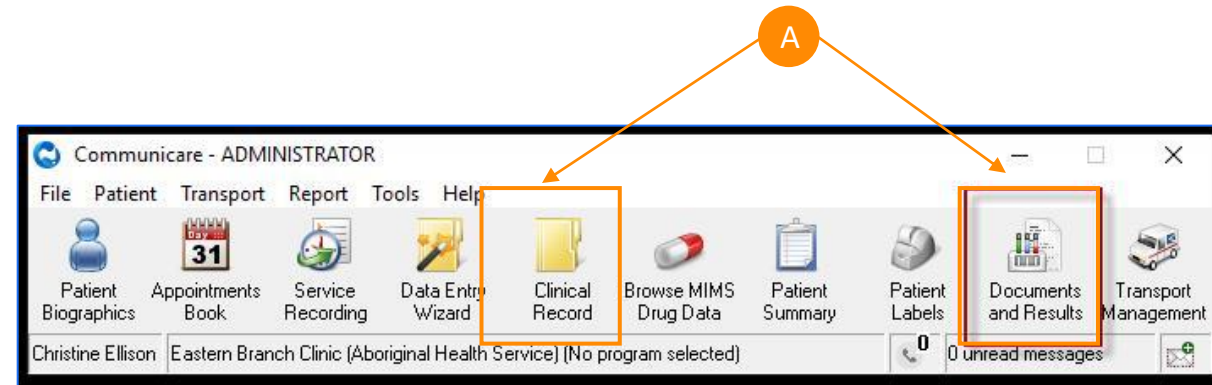
Accessing parked and auto-saved SmartForms

F **Outgoing Documents** will have an Outgoing Document Status.

Outgoing Document Status	Meaning
Saved	Form has been parked or auto-saved
Sent	Synchronous forms: Successfully submitted via the Message Gateway Asynchronous forms: Submitted and acknowledged through Message Exchange
Pending	Asynchronous forms only : Submitted through Message Exchange but not yet acknowledged
Error	Submitted through Message Exchanged and rejected or error response was received
Error- Dealt-with	User has marked and form with "Error" status as "Dealt with" – Usually after form has been resubmitted

Step 6: Accessing generated reports

- A Generated reports can be found within patient **Clinical Record > Details** and from the **main page > Documents and Results**.



This referral is to be printed and sent by fax or mail.
Please print the referral and any attachments for sending. Print

IAR Decision Support Tool for Mental Health

IAR-DST

Patient: Test Patient (Test), 39yrs, F, DOB 05/06/1987, PH: Home 0400000000
Residential address: 123 Test St, Woonona, NSW 2517
Postal address: same as residential address
Referred by: Test User, HealthLink Limited, PH 07 888888888, FAX 07 44015652
Referral date: 01/07/2026 14:45 AEST

Clinical Referral Information	
Developmental age group:	adult
Primary domains	
Domain 1 - Symptom severity and distress:	1
Domain 2 - Harm:	1
Domain 3 - Functioning:	0
Domain 4 - Impact of co-existing conditions:	1
Contextual domains	
Domain 5 - Service use and response history:	0
Domain 6 - Social and environmental stressors:	0
Domain 7 - Family and other supports:	0
Domain 8 - Engagement and motivation:	1
DST-derived level of care:	
Self management (Level 1)	
Level of care	
Self management (1)	
Services at this level of care are designed to prevent the onset of illness and are mostly focussed on supporting the person to self-manage any distress or symptoms. This level of care generally involves evidence-based digital therapies and other forms of self-help. A summary of the evidence based digital mental health therapies and self-help services is available through the Medicare Mental Health website.	

Helpdesk

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 Lanas, a global network of healthcare technology organisations operating across the United Kingdom, Ireland, New Zealand, Australia and India. Together, we work to deliver safer, more efficient and better-connected healthcare for everyone.