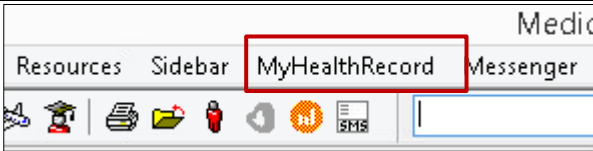
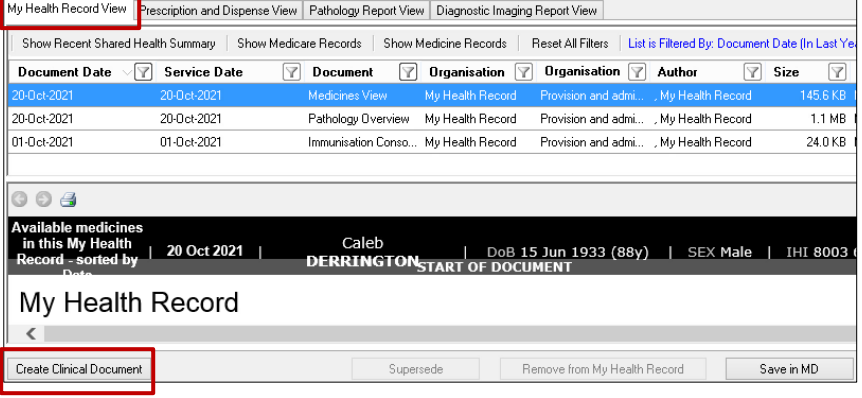
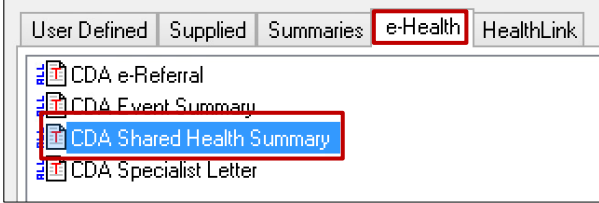


Uploading a Shared Health Summary

Note: These steps assume that your software is connected to the My Health Record system, the patient has a My Health Record and their individual healthcare identifier (IHI) has been validated in your system

<p>STEP 1: To access the patient's My Health Record, select My Health Record from the top menu.</p>	
<p>STEP 2: In the My Health Record View tab, select Create Clinical Document (bottom-left corner).</p>	
<p>STEP 3: In the e-Health tab, double-click on CDA Shared Health Summary or highlight it and select OK.</p>	

Uploading a Shared Health Summary continued

STEP 4:

The Shared Health Summary will auto-populate with information from the patient's local medical record.

Tick/untick the items to include/not include in the Shared Health Summary, then select the **Send to My Health Record** icon (top-left corner).

Shared Health Summary

Patient Name: Caleb Derrington | Gender: Male
 Address: 4 Old Tentfield Rd, Paddys Flat, NSW 2469 | Date of Birth: 15/06/1933
 Author: Dr Phillip Lang | Provider Number: 2426621B | ATSI Status: Neither Aboriginal nor Torres Strait Islander origin

Allergies / Adverse Reactions

Substance/Agent	Reaction
<input checked="" type="checkbox"/> PENICILLINS	Urticaria - moderate

Medications

Medication	Dose	Frequency	Instructions	Reason for Medicine
<input checked="" type="checkbox"/> ACTONEL EC ONCE-A-WEEK EC...	1	weekly	Dose:1; Freq:we...	Osteoporosis
<input checked="" type="checkbox"/> AVANZA Tablet 30mg	1	nocte	Dose:1; Freq:nocte	Depression
<input checked="" type="checkbox"/> ABISART HCTZ Tablet 150mg/12...	1	daily	Dose:1; Freq:dall...	Hypertension
<input checked="" type="checkbox"/> APO-ROSUVASTATIN Tablet 5mg	1	daily	Dose:1; Freq:daily	Hyperlipidaemia
<input checked="" type="checkbox"/> MONODUR DURULE SR Tablet ...	1	daily	Dose:1; Freq:daily	Ischaemic heart disease
<input checked="" type="checkbox"/> MADOPAR Tablet 200mg/50mg	1	t.i.d.	Dose:1; Freq:t.i.d.	Parkinson's disease

Medical History

Date	Description	Comments	Confidential
<input checked="" type="checkbox"/> December 2013	Depression		No
<input checked="" type="checkbox"/> March 2013	Ischaemic heart disease		No
<input checked="" type="checkbox"/> March 2013	Hyperlipidaemia		No
<input checked="" type="checkbox"/> May 2012	Parkinson's disease		No
<input checked="" type="checkbox"/> October 2010	Cataract (Both)	Bilateral	No
<input checked="" type="checkbox"/> March 2009	Memory loss	Mild short-term	No
<input checked="" type="checkbox"/> February 2009	Osteoporosis		No
<input checked="" type="checkbox"/> October 2008	Hypertension		No

STEP 5:

Review the Shared Health Summary to verify it has populated correctly, then select **Send** (bottom-right corner).

Document ID: a2bd9516-6562-43ac-8d8c-df8ec6dc5edc
 Document Set ID: 07a5c9f4-60d2-4854-938f-bdb8f2232b8a
 Document Version: 1
 Completion Code: Final

MedicalDirector Clinical Stylesheet Version: 1.2.0 (based on NEMTA Generic CDA Stylesheet Version: 1.2.0)

END OF DOCUMENT

Please read the statements before proceeding
 I am the patient's nominated healthcare provider in accordance with the My Health Records Act 2012.
 I am providing ongoing care to this patient.
 I have prepared this Shared Health Summary in consultation with the patient.

STEP 6:

A pop-up will appear confirming the Shared Health Summary has been successfully uploaded. Select **OK**.

My Health Record

i The document has been uploaded to the patient's My Health Record.

STEP 7:

The Shared Health Summary will also save to the patient's local medical record in the **Letters** tab. There will also be a new entry in the **Progress** tab.

Actions:
 CDA Shared Health Summary generated.
 CDA Shared Health Summary has been uploaded to My Health Record.

Useful links:

- For further information about shared health summaries visit:
<https://www.myhealthrecord.gov.au/for-healthcare-professionals/howtos/shared-health-summaries>
- For upcoming training opportunities, visit Events and Webinars:
<https://www.digitalhealth.gov.au/newsroom/events-and-webinars>

For assistance contact the My Health Record helpline on **1800 723 471** or email help@digitalhealth.gov.au