



KINGS
BRIDGE

*Private
Hospital*



SLIGO

HPM GP eReferrals

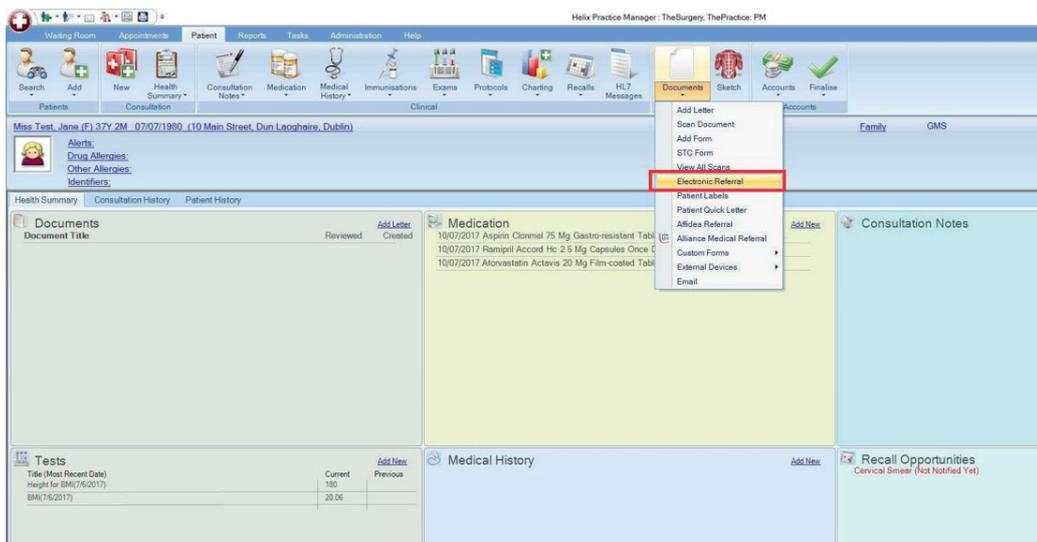
Mini Guide

This user guide summarises how the GP referral process works when referring to Kingsbridge Private Hospital Sligo via the HPM application.

For HPM support queries please call **01 - 463 3000** followed by option 1, or email **gpsupport@helixhealth.com**

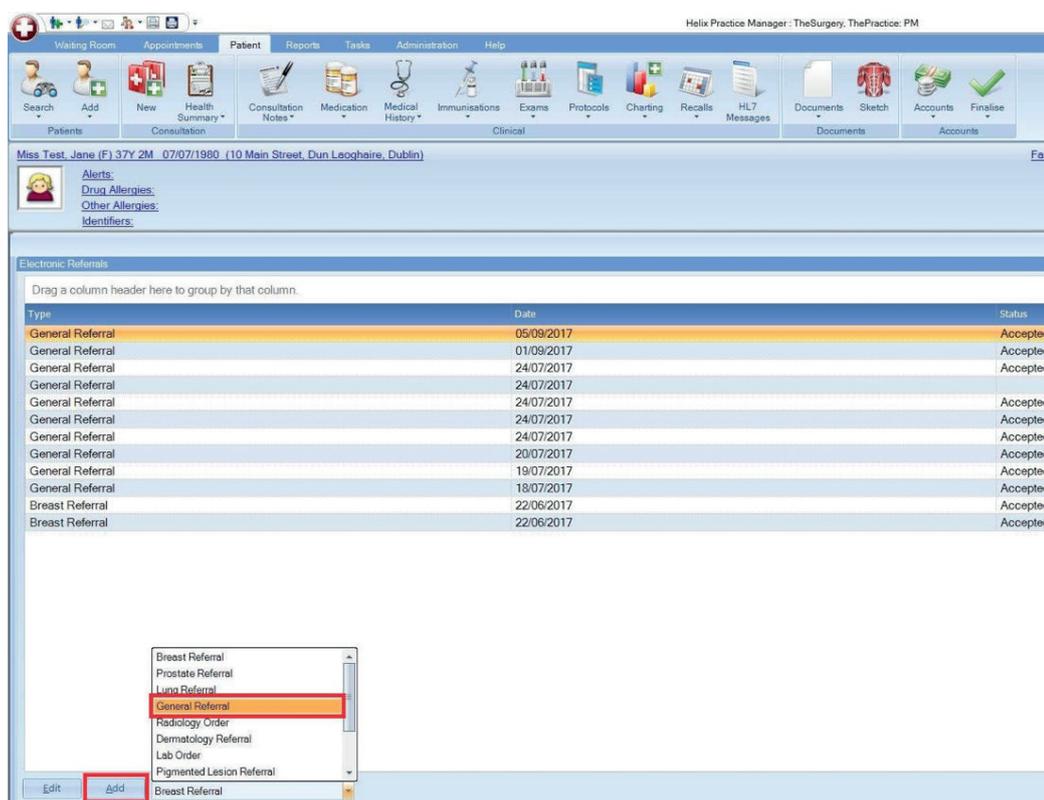
Step 1

Click 'Documents' in the top right corner of the patient's chart and then click the 'Electronic Referral' button.



Step 2

In the bottom left corner select 'General Referral' from the menu and then click the 'Add' button.



Step 3

The 'National General Referral Form' will load up. Select Hospital Type 'Private'.

The screenshot shows the 'National General Referral Form' in the Helix Practice Manager. The form is for patient Jane Test, born 07/07/1980, female. The 'Hospital Type' is set to 'Private'. The form includes sections for Patient Details, HealthLink Patients, Reason For Referral, and Vital Signs.

Field	Value	Unit	Date
BP Systolic/Diastolic	120 / 80	mm/hg	06/07/2017
Height	180	cm	06/07/2017
Weight	65.0	kg	06/07/2017
BMI	20.06	kg/M2	
Pulse	55	bpm	06/07/2017

Step 4

Click the 'Hospital' list and select Kingsbridge Private Hospital.

The screenshot shows the 'National General Referral Form' with the 'Hospital' dropdown menu open. 'Kingsbridge Private Hospital' is selected. The form includes sections for Patient Details, HealthLink Patients, Reason For Referral, and Vital Signs.

Field	Value	Unit	Date
BP Systolic/Diastolic	120 / 80	mm/hg	06/07/2017
Height	180	cm	06/07/2017
Weight	65.0	kg	06/07/2017
BMI	20.06	kg/M2	
Pulse	55	bpm	06/07/2017

Step 5

Click the 'Hospital Unit' list to choose what type of referral (speciality/department/service) you wish to send the patient to.

Helix Practice Manager: TheSurgery, ThePractice, PM

Waiting Room Appointments Patient Reports Tasks Administration Help

Search Add New

Patients Con

Miss Test, Jane (F) 37Y 2M 0

Alerts:
Drug Allergies:
Other Allergies:
Identifiers:

Electronic Referrals

Drag a column header here

Type

- General Referral
- Breast Referral
- Breast Referral

NATIONAL GENERAL REFERRAL FORM

Patient Details

Patient Name: Jane Test
Date of Birth: 07/07/1980 Sex: Female

Hospital Type*: Public Private

Hospital*: Kingsbridge Private Hospital

Hospital Unit*: Cardiology Referral

HealthLink Patients

First Name: Jane Family Name: Test
Date of Birth: 07/07/1980 MRN: HL0001

Drag a column header here to group by that column.

Reason For Referral

Previous Hospital Attendance:
Referral Priority:*
Preferred Consultant: Surname: Firstname:
Reason For Referral / Anticipated outcome: *

Vital Signs

BP Systolic/Diastolic: 120 / 80 mm/hg 06/07/2017
Height: 180 cm 06/07/2017
Weight: 65.0 kg 06/07/2017
BMI: 20.06 kg/M2
Pulse: 55 bpm 06/07/2017

Edit Add General Referral

Step 6

Fill in the patient referral information as normal.

Note: demographic and clinical information, such as past medical history, medications, etc, that have already been saved in the patient's chart will automatically populate the appropriate sections of the letter, meaning additional work/typing will be kept to a minimum.

When all referral information has been filled in click 'Ok' in the bottom right corner.

History of Family Member Diseases: Family history will automatically appear here.

Clinical Exam:

Current Medication

Patient on Anticoagulants*: No

Current Medication: Aspirin Clonmel 75 mg gastro-resistant tablets - .ONE TO BE TAKEN DAILY, Ramipril Accord Hc 2.5 mg capsules - once], Atorvastatin Actavis 20 mg film-coated tablets - .ONE TO BE TAKEN DAILY

Comments

Additional Relevant Information:

Laboratory Investigation

Test Name	Result	Result Date	Unit

Add Lab

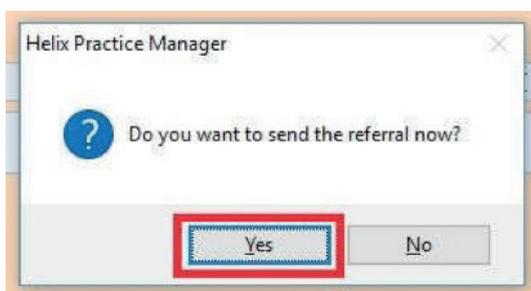
Radiology

Test Name	Result Date	Hospital

Add Radiology

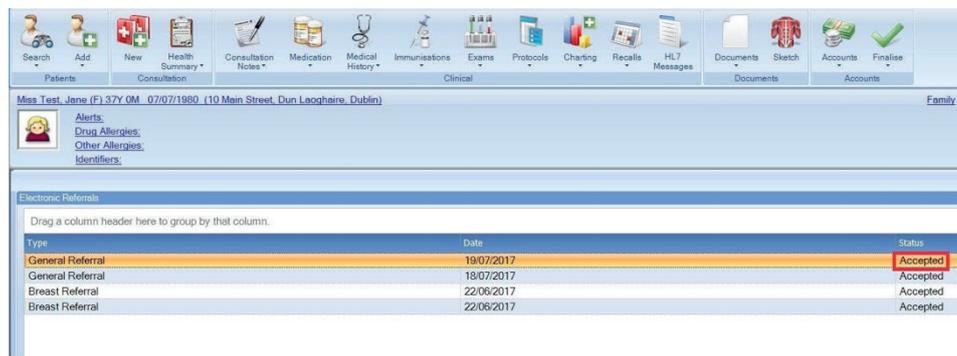
Ok Cancel

A message will appear asking if you want to send the referral now. Click 'Yes'.



The referral will take approximately 3 seconds to deliver and will appear in the Kingsbridge booking office in real time where it can be triaged as normal. In the patient's chart the status of the referral will change to 'Accepted'.

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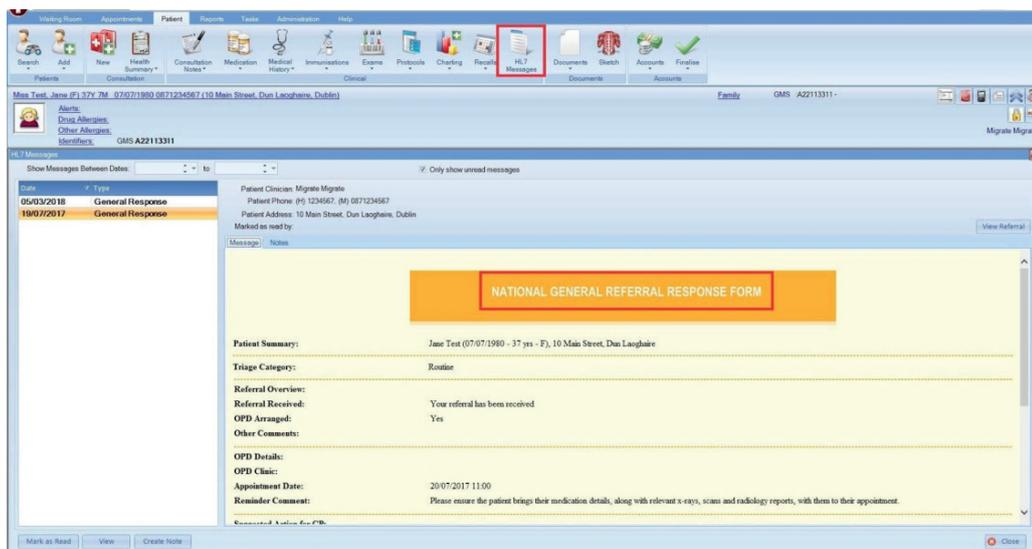


Viewing Response Messages from Kingsbridge Private Hospital

Option 1 - View response in the patient's chart

If a referral response message is sent by Kingsbridge to the practice (via the Healthlink Online Portal) it can be viewed in the patient's chart by clicking the 'HL7 Messages' button in the bar at the top of the screen.

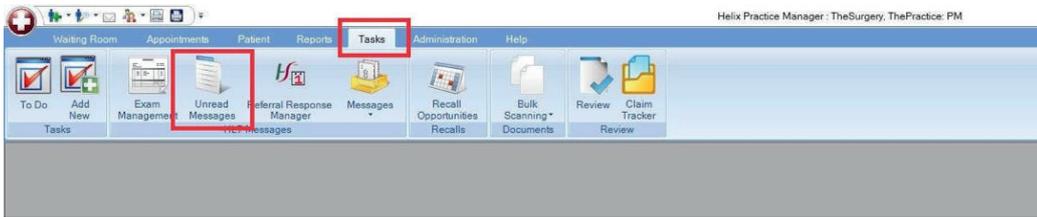
In the list on the left hand side you will see a history of response messages that have come back for this patient and the date each one was received.



Option 2 - View response in the Unread Messages module

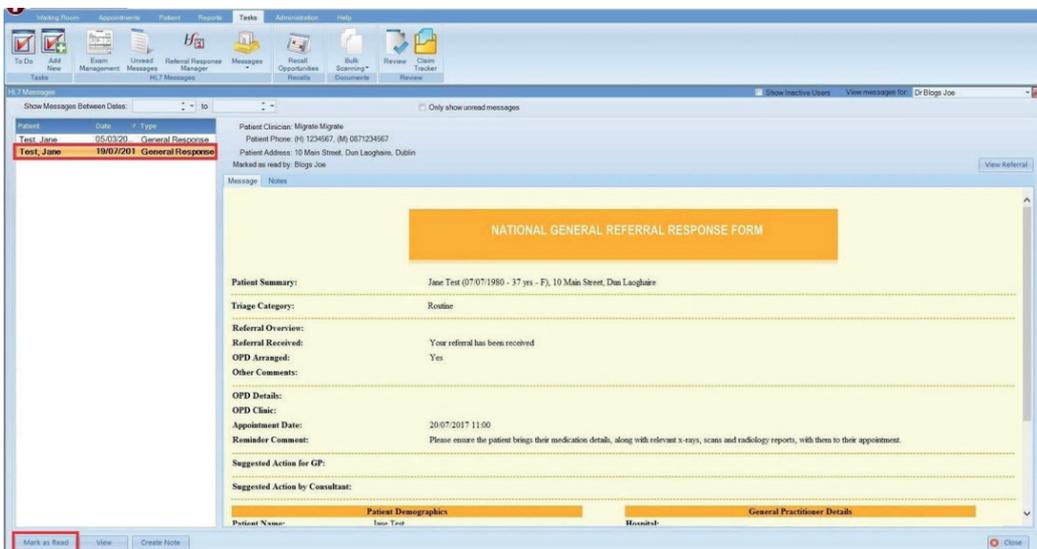
Step 1

Click 'Tasks' and then 'Unread Messages' in the bar at the top of the screen. The Unread Messages module will allow you to view and read response messages for all patients in one convenient location.



Step 2

Click a response from the list on the left hand side to view it. If you wish, you can mark it as read by clicking the 'Mark as Read' button in the bottom left corner. Once marked as read it will be removed from this list but will always be viewable in the patient's chart as per Option 1 above.





Kingsbridge Private Hospital Sligo
Ray MacSharry Road, Sligo