



Uploading a Shared Health Summary

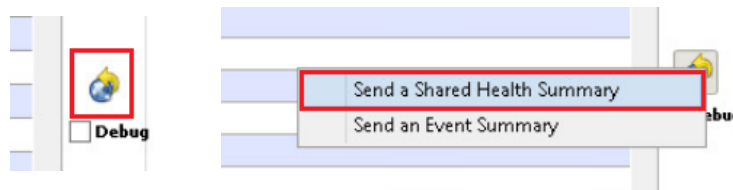
Note:

- a) These steps assume that your software is connected to the My Health Record system, the patient's Individual Healthcare Identifier (IHI) has been validated in your system, and the patient has a My Health Record. If your software has not been connected, or the patient's IHI has not been validated, visit the Australian Digital Health Agency website (www.digitalhealth.gov.au) for information on readying your organisation for the My Health Record system.
- b) Before you begin, ensure that the patient's clinical information in their local medical record is up-to-date.

1. Select the **My Health Record** icon to gain access to the patient's My Health Record, then select the **My Health Record** tab.



2. The **Documents List** will appear. Select the **Create and Upload a New Document** icon (centre-right) then select **Send a Shared Health Summary**.



3. 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.

Shared Health Summary Review Window

Please confirm the items to be uploaded to My Health Record:

Document Name: SHS_20170320

Items in red are not being automatically uploaded because they are either:
1. Prescriptions categorised as Single course (S), or Hidden (H), or
2. Problems marked as confidential

Medications: None Supplied None Known

Medications	Category
<input checked="" type="checkbox"/> Actonel EC 35 mg Once-a-Week Tablets 35mg Tablets	C
<input checked="" type="checkbox"/> Avanza 30mg Tablets	C
<input checked="" type="checkbox"/> Avapro HCT 300/12.5 Tablets 300mg/12.5mg Tablets	C
<input checked="" type="checkbox"/> Crestor 20mg Tablets	C
<input checked="" type="checkbox"/> Madopar 250 Tablets 200mg/50mg Tablets	C
<input checked="" type="checkbox"/> Monodur Durules 120mg Sustained Release Tablets	C

Medical History: None Supplied None Known

Date	Diagnosis/Procedure	Table	Proc.	Notes	ID
<input checked="" type="checkbox"/> 25/03/2013	Hyperlipidemia	CP	<input type="checkbox"/>		1
<input checked="" type="checkbox"/> 25/03/2013	Ischaemic heart disease	CP	<input type="checkbox"/>		2
<input checked="" type="checkbox"/> 12/12/2013	Depression	CP	<input type="checkbox"/>		3
<input checked="" type="checkbox"/> 12/05/2012	Parkinson's disease	CP	<input type="checkbox"/>		10
<input checked="" type="checkbox"/> 10/10/2010	Bilateral Cataracts	CP	<input type="checkbox"/>		11
<input checked="" type="checkbox"/> 17/03/2009	Mild short term memory loss	CP	<input type="checkbox"/>		12
<input checked="" type="checkbox"/> 27/02/2009	Osteoporosis	CP	<input type="checkbox"/>		13

Immunisations: None Supplied None Known

Date	Immunisation	Adverse Reactions
17/07/2004	Pneumovax 23	Penicillins
20/07/2009	Pneumovax 23	
20/03/2012	Fluvax	
10/05/2013	Fluvax	
13/05/2014	Fluvax	

None Known

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.

Cancel OK

Attest to the statements at the bottom-right corner of the screen, then select **OK**.



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

Shared Health Summary
21 Mar 2017

Mr Caleb **DERRINGTON** DoB 15 Jun 1933 (83y) SEX Male IHI 8003 6080 0004 5922

START OF DOCUMENT

DHSITESTORGST41

Author Dr Charley Fletcher (General Medical Practitioner)
Phone (07) 3720 2801

Adverse Reactions

Adverse Reactions

Agent	Adverse Reaction	Reaction Type
Penicillins	Urticaria	

Medications

Medications

Medicine	Dose	Reason
Actonel EC 35 mg Once-a-Week Tablets 35mg Tablets	1 weekly	Osteoporosis
Avanza 30mg Tablets	1 nocte	Depression
Avapro HCT 300/12.5 Tablets 300mg/12.5mg Tablets	1 od	Hypertension
Crestor 20mg Tablets	1 od	Hyperlipidemia
Madopar 250 Tablets 200mg/50mg Tablets	1 tds	Parkinson's disease
Monodur Durules 120mg Sustained Release Tablets	1 od	Ischaemic heart disease

Medical History

Item	Date	Comment
Depression	12 Dec 2013	
Hyperlipidemia	25 Mar 2013	
Ischaemic heart disease	25 Mar 2013	
Parkinson's disease	12 May 2012	
Bilateral Cataracts	10 Oct 2010	
Mild short term memory loss	17 Mar 2009	
Osteoporosis	27 Feb 2009	
Hypertension	15 Oct 2008	

Exclusion Statement
No Procedures are supplied

Immunisations

File:///C:/Users/Administrator/AppData/Local/Genie/Solo_2122187937/TempDocs/CDA_69(IHE_IDM)SUBSET01/CDA_ROOT.html
Stylesheet Version: 1.2.7

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



The Shared Health Summary will also save to the patient's local medical record in the **Notes** tab.

Date	Title	Info	Provider
21/03/2017	SHS_20170321	SHS	Charley Fletcher
20/02/2017	SHS_20170220	SHS	Charley Fletcher

Useful Links

- Online forms for organisations registering to participate in My Health Record
<http://www.digitalhealth.gov.au/get-started-with-digital-health/registration/apply-for-digital-health-online>
- Shared Health Summaries – What they are, who can create them, and when to create them
<http://www.digitalhealth.gov.au/get-started-with-digital-health/what-is-digital-health/features-of-the-my-health-record-system/clinical-documents>
- On Demand Training (Clinical Software Simulations)
<http://www.digitalhealth.gov.au/using-the-my-health-record-system/digital-health-training-resources/on-demand>

For assistance, contact the Help Centre on
1300 901 001 8am-6pm Monday to Friday
help@digitalhealth.gov.au www.digitalhealth.gov.au