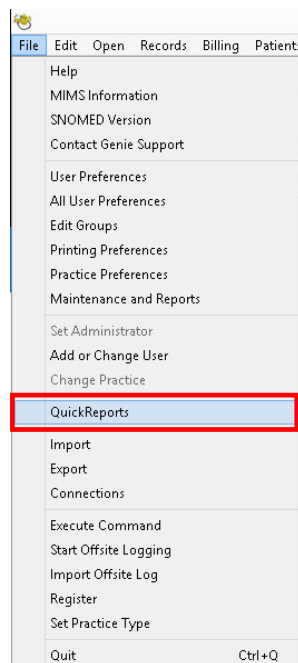


Genie

Shared Health Summary Upload Count Report

Use these instructions to count the total number of Shared Health Summaries your practice has uploaded to the My Health Record system to meet your ePIP requirements.

1. Log onto Genie. From the *File* menu select *QuickReports*.



2. In the Tables column, highlight the CDA table.
- 3.

- Click Query.
- In the Available Fields column, expand the CDA table using the arrow.
- Select 'CreationDate'
- In Comparison: Is Greater Than Or Equal to
- Enter the start date of your chosen time period in the Value field.
- Click the Add Line button.
- Confirm [CDA]CreationDate is selected
- In Comparisons, select 'Is Less Than or Equal To'
- Enter the end date of your chosen time period in the Value field.
- Click the Add Line button.
- Under AvailableFields, Select [CDA]Type
- In Comparisons, select 'Is Equal To'
- In the Value field enter 'SHS'.
- Click the Add Line button.

- In Available Fields, choose 'SentToPCEHR'
- In Comparisons, select 'Is Equal To'
- In the Value section, select True
- If you wish to save this query for future use, click on the Save button near the top, and save the file somewhere you will remember. When generating the report next, you can click on the Load button to open the same query again.
- Click the Query button.
- You should notice that the text above the Query button will change to state how many records are selected.
- Click on the Columns tab.
- Select [CDA]ID, [PT_Id_fk]FullName, [CDA]SentToPCEHR
- Select Groups, Highlight [CDA]ID on the left
- Click Group Column Data & Show Grand Totals
- Click Formats, Highlight [CDA]ID on the left and click Count on the right
- Once you have the fields you wish to display on the report, click on Save to save the layout of this report for future use.
- Click on Print to print the report, or Export to export the information to an Excel document. <

Remember, you are required to upload shared health summaries to My Health Record for a minimum of 0.5 per cent of your Standardised Whole Patient Equivalent (SWPE) or the default SWPE (whichever is greater). This can be found on your Quarterly Payment Advice letter provided by Department of Human Services.

If you determine that your practice will not meet the minimum ePIP requirements you are able to opt-out of individual quarters or withdraw from the incentive online through HPOS.

ePIP Quarters

- 1st February to 30th April
- 1st May to 31st July
- 1st August to 31st October
- 1st November to 31st January