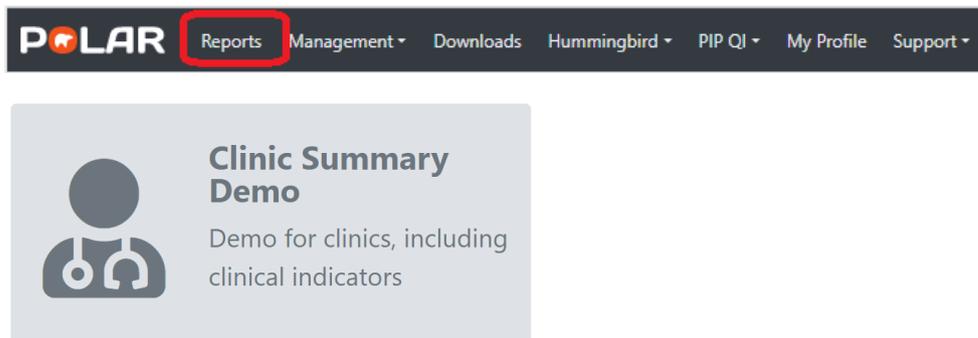


POLAR Walkthrough

Clinic Summary - Patients

Patients with no Indigenous status recorded

1. Log in to **POLAR** > Click **Reports** > Click **Clinic Summary**



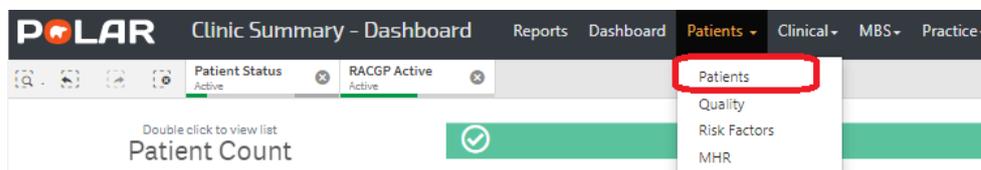
2. Click **RACGP & Practice Active Patients** (Filters patients who have visited your practice at least three times in the last two years, and their record is Active in your practice clinical software)

RACGP & Practice Active Patients

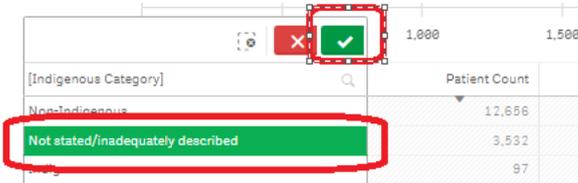
CURRENTLY SELECTED



3. Click **Patients** on the top menu bar > then select **Patients** from the drop-down list



- On the right-hand side **[Indigenous Category]** table > select **Not stated/inadequately described** > then



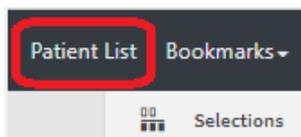
[Indigenous Category]	Patient Count
Non-Indigenous	12,656
Not stated/inadequately described	3,532
Indigenous	97

- Select **Not Specified** > then
(This will show the number of patients who do not have Indigenous status recorded)



[Indigenous Status]	Patient Count
Not Specified	3,526
Declined to respond	5
Unable to Answer	1

- To access the patient list, Click **Patient List** located on the top right-hand side of the page



- Click on **Export to Excel** to save the patient list as an Excel file

