

POLAR Walkthrough

Clinic Summary Tracked MBS

Patients potentially* eligible for an Indigenous Health Assessment

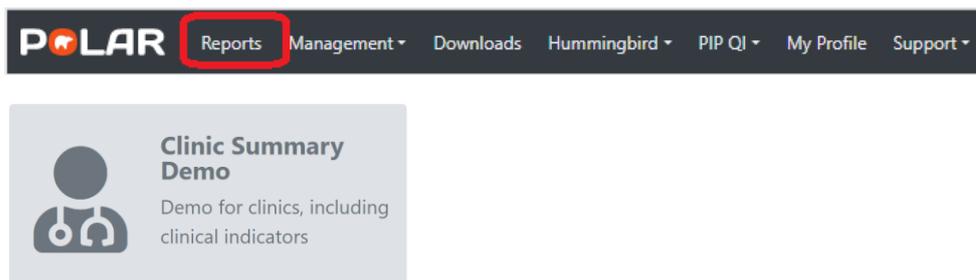
(*eligibility will be dependent upon verification from Medicare)

Patient cohort:

- Practice Active & RACGP Active (visit practice at least 3 times in 2 years) (Step 2)
- Have never had/expired or combined (both) Indigenous Health Assessment (Step 4)

Note: Patient cohort can be modified by adding or removing steps according to the needs of your practice.

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



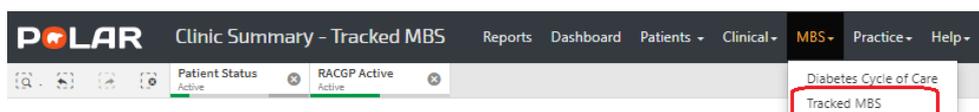
2. Click **RACGP & Practice Active Patients**
(Filters patients who have visited your practice at least three times in the last two years, and their record is Active in your practice clinical software)

RACGP & Practice Active Patients

CURRENTLY SELECTED



3. On the menu bar, click **MBS > Tracked MBS**

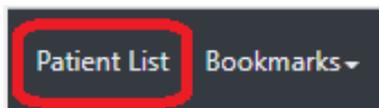


4. Select **Indigenous Health Assessment** from the table.

The screenshot shows the POLAR system interface. At the top, there's a navigation bar with 'POLAR Clinic Summary - Tracked MBS' and various menu options. Below this, a 'Patient Count' section shows 14,343 active patients. A table lists various MBS items with columns for 'Focus', 'Tracked MBS Item', 'Eligible Cohort', 'Active', 'Active Review', 'To Action', 'Expired', 'Never Had', 'Partly Claimed', 'Eligible for Review', 'Eligible for Review', 'Potential Anomalies', 'Claimed Calendar Year 2023', and 'Claimed Financial Year 2023/24'. The 'Indigenous Health Assessment' row is highlighted with a red box. Below the table, a message states 'The current focus is on Indigenous Health Assessment. Use the table above to change the focus item, by clicking on the item that you want to view.' A summary dashboard shows four categories: 'To action for Indigenous Health Assessment' (77 items), 'Partially claimed for Indigenous Health Assessment' (0 items), 'Fully claimed for Indigenous Health Assessment' (9 items), and 'Potential Anomalies for Indigenous Health Assessment' (0 items). Each category has a 'Select' button. At the bottom, there are search filters for Patient ID, Full Name, Tracked MBS Item, Latest Indigenous Health Assessment Date, Potential Anomaly ID, Active Chronic Disease Count, and Most Seen Clinician.

The **To action** section allows you to select eligible patients who have **Never Had** or have an **Expired** item or **Combined** (both).

5. To access a list of patients once filters are applied, click **Patient List** located on the top right-hand side of the page



6. Click on **Export to Excel** to download the patient list as an Excel file

