

POLAR Walkthrough

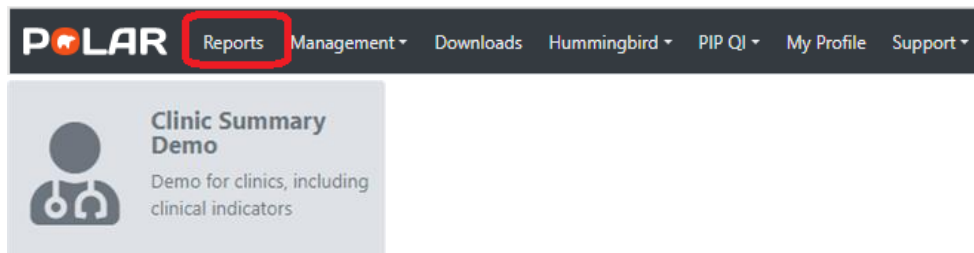
Patient Flagging – Applying a Flag to patients who live in a Residential Aged Care Home (RACH)

Potential RACH patient identification and Flag allocation Patient cohort:

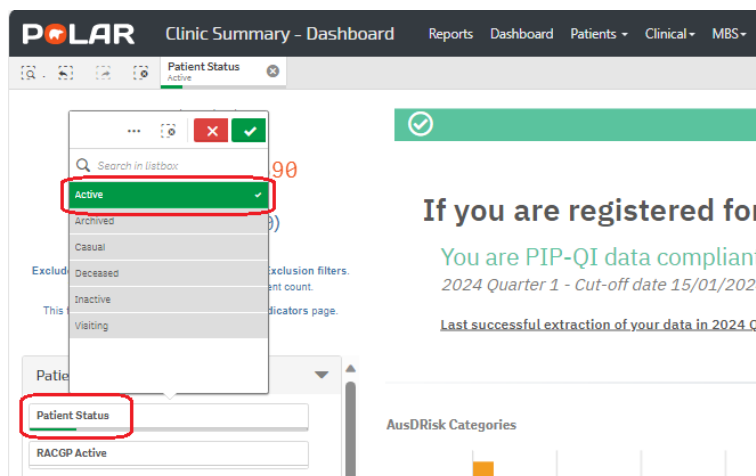
- Practice Active status (Step 2)
- Patients aged 65 years and over (Step 3)

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

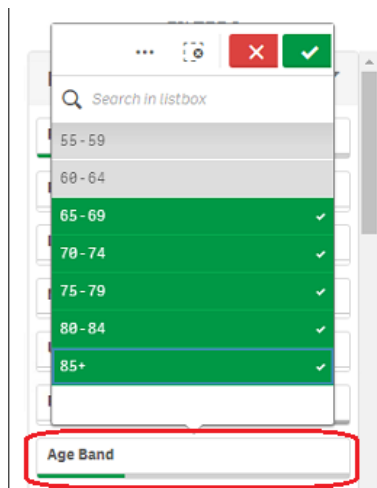
1. Log in to POLAR > click **Reports** and open **Clinic Summary Report**



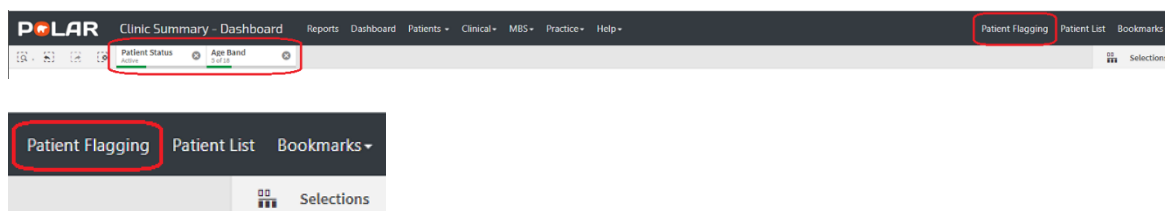
1. On the left-hand-side filter bar apply **Patient > Patient Status > Active** then 



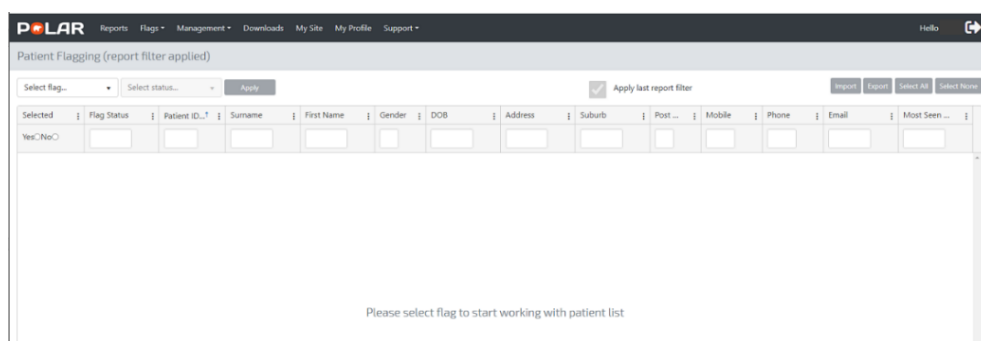
- On the left-hand-side filter bar apply **Age Band** > select all ages **65 years and over** then



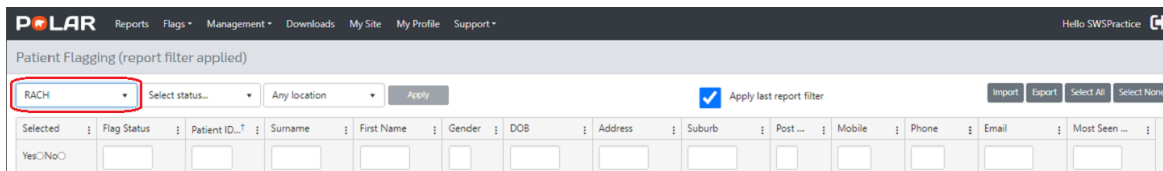
- When all required filters are applied, select **Patient Flagging** located on the top right-hand side of the page.



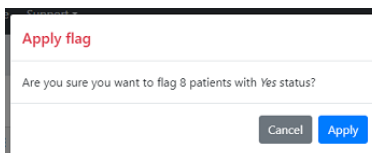
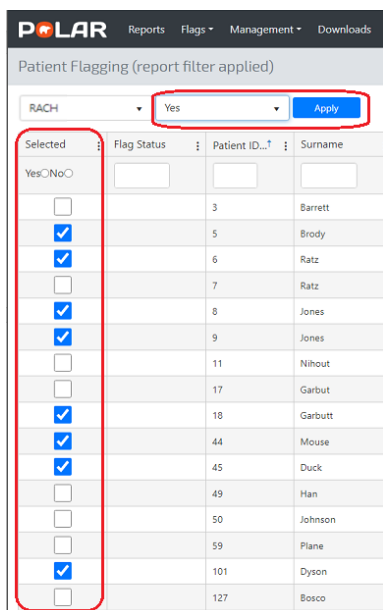
- The **Patient Flagging** screen will open in a new window



5. Select Flag **RACH**



6. Select which patients are living in RACH and select **Status > Yes > then Apply**.
Note: Patients can be selected individually or as a group using the **Select All** option on the top right-hand side of the page.



Patient Flagging Management

You can customise the columns displayed on the **Patient Flagging** screen by selecting or deselecting columns of interest. Reselecting the columns will make them visible again.

Click on the **three (3) vertical dots** on any of the column headings > **Columns** > select/deselect.

The screenshot shows the POLAR Patient Flagging interface. At the top, there are navigation tabs: Reports, Flags, Management, Downloads, My Site, My Profile, and Support. Below this, the page title is 'Patient Flagging (report filter applied)'. There are two dropdown menus: 'RACH' and 'Yes', with an 'Apply' button. The main table has columns: Selected, Flag Status, Patient ID, Surname, First Name, Gender, and DOB. A 'Columns' dropdown menu is open, showing a list of fields with checkboxes: Selected, Flag Status, PatientSiteKey, Patient ID, Surname, First Name, Gender, DOB, Age, Address, Suburb, Post Code, Mobile, Phone, Email, Most Seen Clinician, and Patient Status. The 'Columns' dropdown is highlighted with a red box.

Selected	Flag Status	Patient ID...	Surname	First Name	Gender	DOB
<input type="checkbox"/>		3	Barrett		Male	03/10/1954
<input type="checkbox"/>	Yes	5	Brody		Male	29/05/1940
<input type="checkbox"/>	Yes	6	Ratz			
<input type="checkbox"/>	Yes	7	Ratz			
<input type="checkbox"/>	Yes	8	Jones			
<input type="checkbox"/>	Yes	9	Jones	John		
<input type="checkbox"/>		11	Nihout	Michelle		
<input type="checkbox"/>		17	Garbut	Shirley		
<input type="checkbox"/>	Yes	18	Garbutt	Shirley		
<input type="checkbox"/>	Yes	44	Mouse	Mickey		
<input type="checkbox"/>	Yes	45	Duck	Daisy		
<input type="checkbox"/>		49	Han	Holly		
<input type="checkbox"/>		50	Johnson	Richard		
<input type="checkbox"/>		59	Plane	Airbus		
<input type="checkbox"/>	Yes	101	Dyson	William		
<input type="checkbox"/>		127	Bosco	Don		

Filter your list

You can filter your list further by typing in the search bar below the column heading, e.g., Flag Status 'Yes'. You can then Export your list as an Excel spreadsheet by clicking on the **Export** tab on the top right-hand side of the page.

The screenshot shows the POLAR Patient Flagging interface with a filtered list of patients. The 'Flag Status' column is highlighted with a red box. The 'Export' button is also highlighted with a red box. The table has columns: Selected, Flag Status, Patient ID, Surname, First Name, Gender, DOB, Address, Suburb, Post Code, Mobile, Phone, Email, and Most Seen Clinician. The 'Apply last report filter' checkbox is checked.

Selected	Flag Status	Patient ID...	Surname	First Name	Gender	DOB	Address	Suburb	Post ...	Mobile	Phone	Email	Most Seen ...
<input type="checkbox"/>	Yes	3	Brody	Jack	Male	28/05/1940	6 Test Highway	CASULA	2170			test@emaitestit...	DR SAM ROBERTSON
<input type="checkbox"/>	Yes	8	Ajgun	Aarav	Male	04/04/1993	5 Test Circuit	CARNES HILL	2171				DR SAM ROBERTSON
<input type="checkbox"/>	Yes	12	Ratz	Mary	Female	01/03/1923	10 Test Crest	PICTON	2571				DR SAM ROBERTSON
<input type="checkbox"/>	Yes	14	Jones	John	Male	26/08/1935	11 Test Avenue	TAHMOOR	2573				DR SAM ROBERTSON
<input type="checkbox"/>	Yes	15	Jones	John	Male	26/08/1935	11 Test Avenue	TAHMOOR	2573				DR SAM ROBERTSON

Using Flags in the Clinic Summary report

The POLAR Clinic Summary report can filter a patient cohort based on a Flag and associated Status by using the left-hand side filter panel. Select **Patient > Flag Name > RACH** and **Flag Status > Yes**. This will extract the number of patients in this cohort who have this Flag applied. Other filters can now be applied such as immunisation filters.

POLAR Clinic Summary - Dashboard Reports Dashboard Patients Clinical MBS Practice Help

No selections applied

Double click to view list
Patient Count

Search in listbox

- MCP
- RACH
- RACH Test
- Refugee
- Test VHS

Flag Name

Flag Status

Search in listbox

- Consented
- Declined
- Eligible

Location

- SWSPHI
- SWSPHI

If your locations are registered for PIP-QI:

NOT all of your locations are PIP-QI data compliant this quarter
2024 Quarter 1 - Cut-off date 15/01/2024

AusDRisk Categories

Category	Count
High	12
Intermediate	166
Low	221

Risk Categories for HARP

Category	Count
Urgent	2
High	5
Medium	14
Low	100

New Patients by Month

Month	New Patients
Month 1	15
Month 2	13
Month 3	12
Month 4	13
Month 5	8