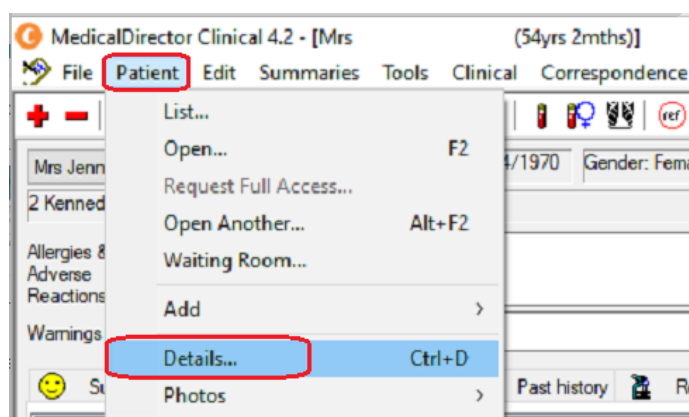


Medical Director – Data Cleansing

Ethnicity, Indigenous status recording

To record ethnicity/country of origin and Indigenous status:

1. In the Patient's file, select **Patient** then **Details**.



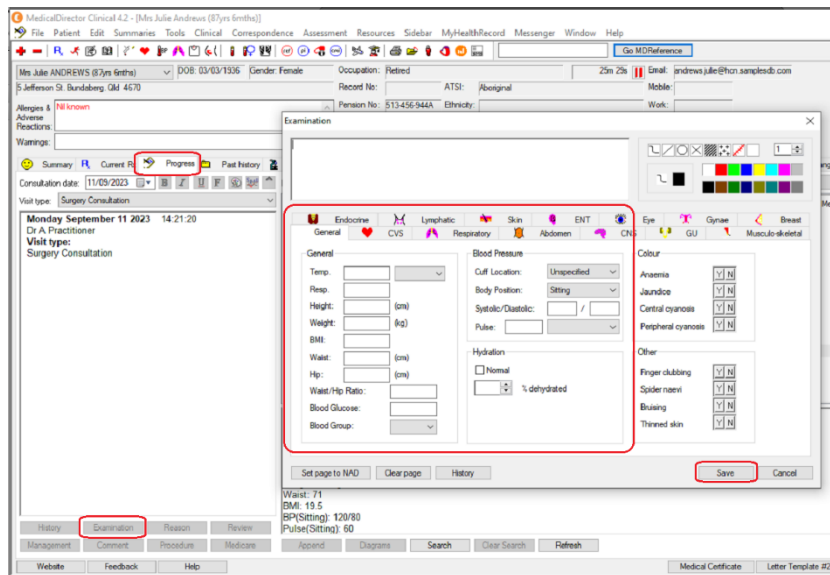
2. Update patient details then **Save**.

Height, Weight, Waist, BMI, BP

There are three (3) options for documenting Observations/Measurements:

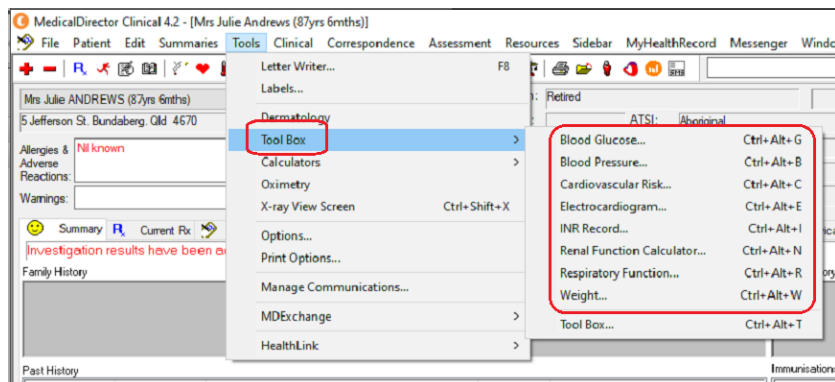
Option 1.

1. On Patient's **Progress** section, select **Examination**, enter measurements then **Save**.



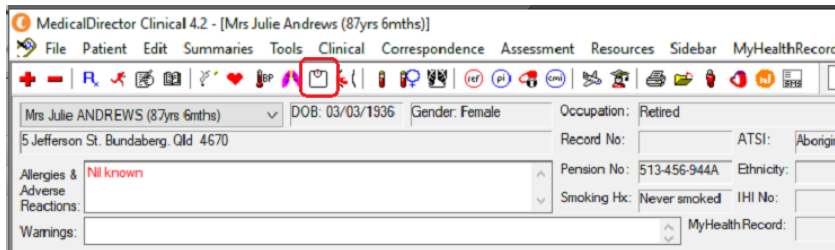
Option 2.

1. Open Patient file, click on **Tools**, then select **Tool Box**.
You can access both **Blood Pressure** and **Weight** sections via the Tool Box.

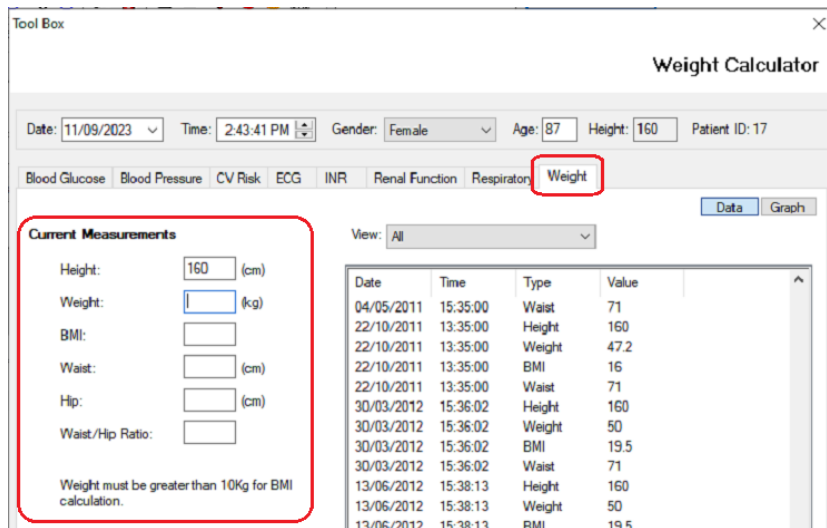


Option 3.

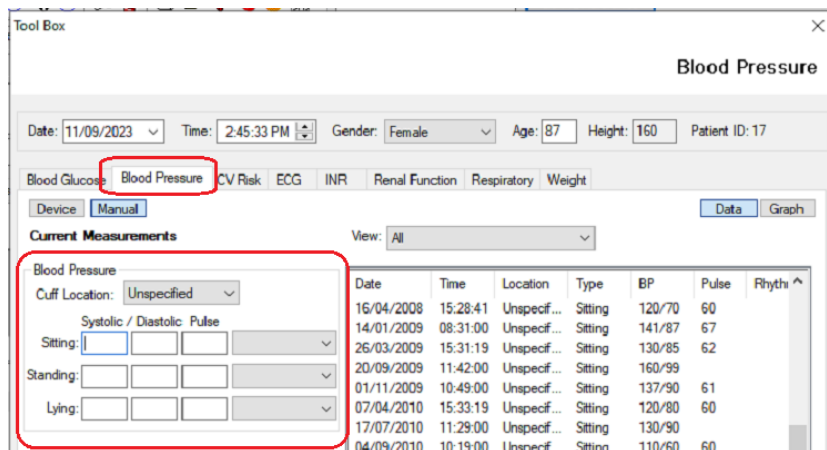
1. Open Patient File and click on the **Scales** Icon.



2. Select **Weight**, enter patient's height, weight, waist, and BMI measurements then **Save**.



3. Open the **Blood Pressure** tab and enter patient's Blood Pressure then select **Save**.

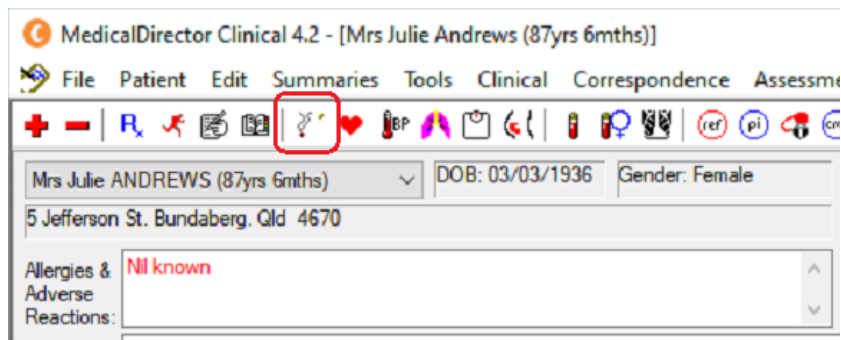


Smoking and Alcohol

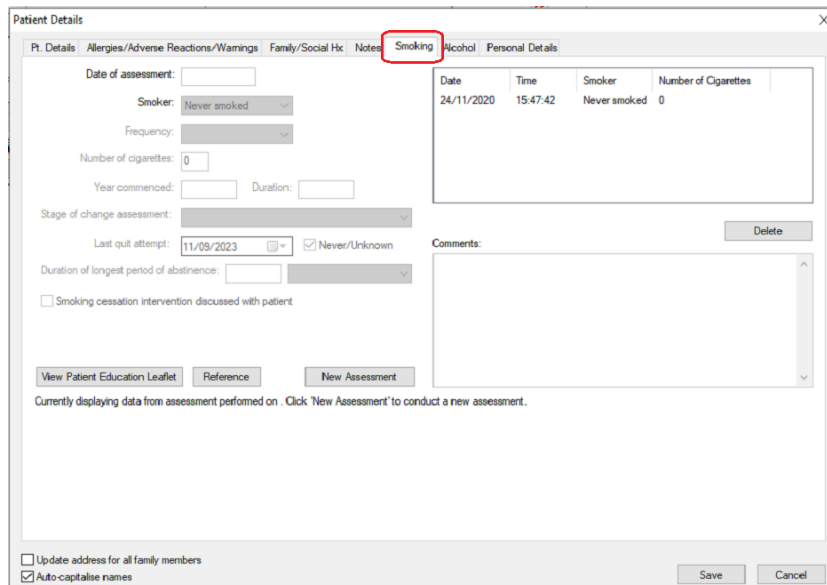
There are two (2) options for recording smoking and alcohol details:

Option 1.

1. Click on **Smoking icon**



2. You can access both **Smoking** and **Alcohol** sections.



Patient Details

Pt. Details Allergies/Adverse Reactions/Warnings Family/Social Hc Notes Smoking **Alcohol** Personal Details

Date of assessment: 12/04/2005

Audit-C Assessment

1. How often do you have a drink containing alcohol?
 Never Monthly or less 2-4 times a month
 2-3 times a week 4 or more times a week

2. How many standard drinks containing alcohol do you have on a typical day?
 1 or 2 3 or 4 5 or 6
 7 to 9 10 or more

3. How often do you have six or more drinks on one occasion?
 Never Less than monthly Monthly
 Weekly Daily or almost daily

Audit-C Total Score: 0

In men a score of 4 or more and in women a score of 3 or more is considered positive, optimal for identifying hazardous drinking or active alcohol use disorders. The guidelines to reduce health risks from drinking alcohol provide further assessment and treatment options.

Patient concerned about drinking?
 Yes No Don't know

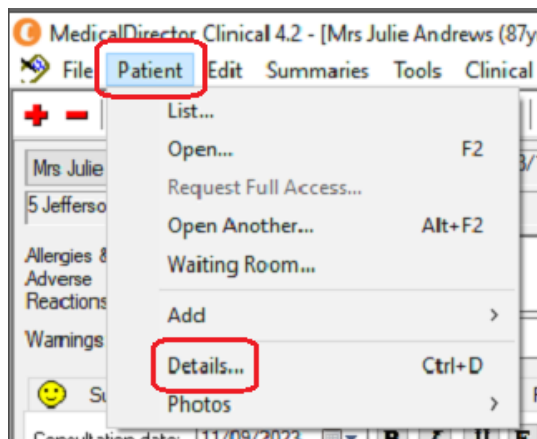
Currently displaying data from assessment performed on 12/04/2005. Click 'New Assessment' to conduct a new assessment.

Update address for all family members
 Auto-capitalise names

3. Enter details and click **Save**.

Option 2.

1. The **Smoking** and **Alcohol** tabs can be accessed on the **Patient Details** screen.



2. **OR** by double clicking anywhere on patient details at the top part of the patient screen.

The screenshot shows the MedicalDirector Clinical 4.2 interface for a patient named Mrs Julie Andrews. The patient's details are as follows:

Mrs Julie ANDREWS (87yrs 6mths)		DOB: 03/03/1936	Gender: Female	Occupation: Retired	51m 37s	Email: andrew
5 Jefferson St. Bundaberg, Qld 4670		Record No:	ATSI: Aboriginal	Mobile:		
Allergies & Adverse Reactions: Nil known		Pension No: 513-456-944A	Ethnicity:	Work:		
Warnings:		Smoking Hx: Never smoked	IHI No:	Home:		
		MyHealthRecord:		Rec		

For any further assistance, please contact your CQI officer or email cqisupport@swsphn.com.au