

Medical Director Walkthrough

Update Immunisation History in Patient File using AIR

Data Cleansing:

Data cleansing refers to the method of continuously maintaining up to date patient records by maintaining accurate, complete and consistent data. High-quality and complete data enables health professionals to create practice-based decisions towards quality improvement to promote patient health outcomes.

Vaccines administered elsewhere can be downloaded from a patient's AIR history to their patient record within Medical Director.

NOTE:

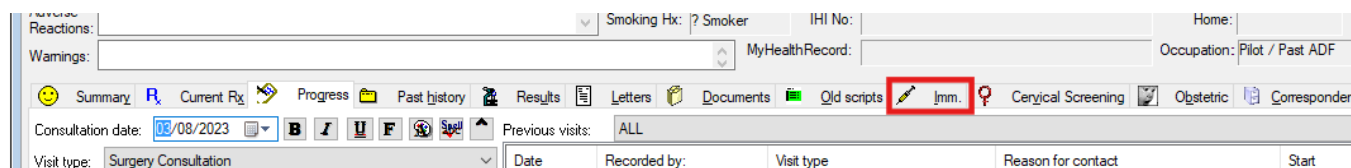
- Ensure the patient's personal details in Best Practice including **Medicare number, full name and date of birth** are up to date to obtain accurate AIR data.
- Users that **do not** have a **provider number (GPs)** or an **ancillary immunisation provider number** linked to AIR within Medical Director will **not be** permitted to view AIR information in Medical Director. If you experience issues with this, please contact your PSO/PAO

1. Log in to your Medical Director Software

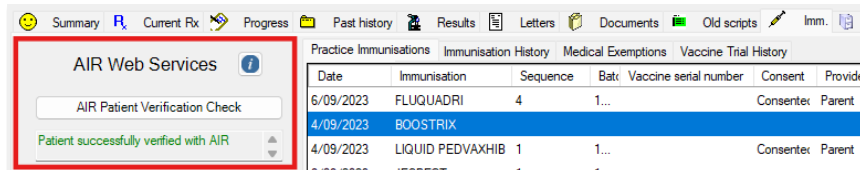


2. Open the patient record for whom you wish to view or update AIR immunisation history for

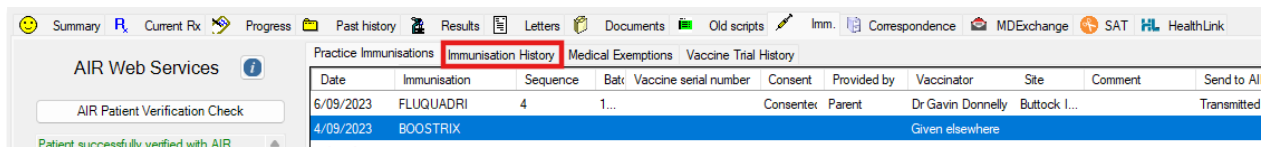
3. Navigate to the Imm. Tab within the patient record



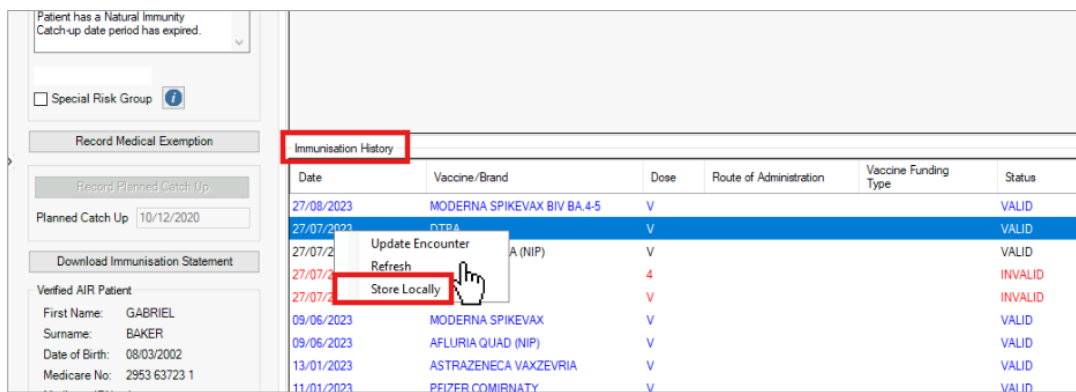
4. Ensure that **AIR Web Services** is active (Patient successfully verified with AIR), this ensures access to AIR secure and stable



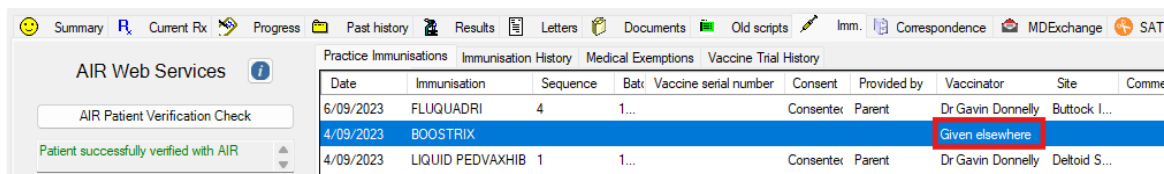
5. Select **Immunisation History** Tab



6. Navigate to **Immunisation History** box, to save an immunisation to the patient file from a patient's AIR history, **right click on the identified immunisation** you wish to save to the patient record, select **Store Locally**



7. The patient's immunisation record within Medical Director will be updated and **automatically set as Given Elsewhere**



For any further assistance with updating patient immunisation history in your medical software, please contact your CQI officer or email cqisupport@swsphn.com.au