

e-Referral Post Installation Guide: Medical Director

Simple. Streamline. Secure.



You're all set up to send e-Referrals to I-MED Radiology.

Here are the key steps to successfully send an e-Referral to ensure an optimal experience for both you and your patients.

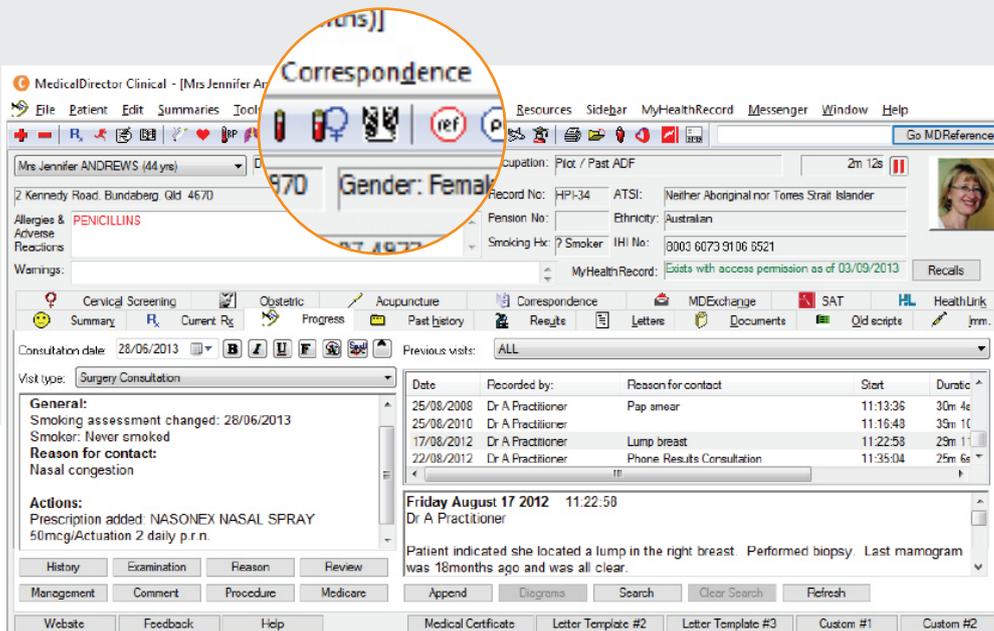
1. Ensure there is a mobile number or email address saved in your patient's file.

It is essential that the correct patient information exists in your records as they will receive a text message or email with a link to book their radiology test once an e-Referral has been generated.

Please note, incomplete or missing patient contact details may prevent, or delay, your patient's I-MED appointment. I-MED may notify your practice by email if we are missing key information, to assist you with updating their details in your practice software and to streamline future e-Referrals.

2. To generate a Medical Imaging e-Referral

From the patient's Clinical Window, select the x-ray icon on the top menu. The 'Medical Imaging Requests' window will open.

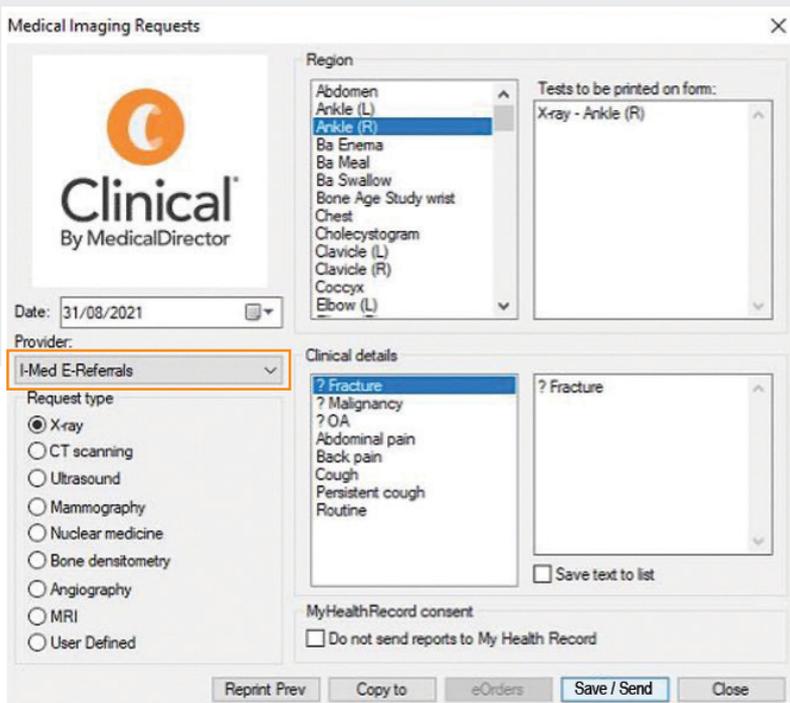


The screenshot shows the MedicalDirector Clinical interface for a patient named Mrs Jennifer ANDREWS (44 yrs). The 'Correspondence' window is open, displaying a list of previous visits. A red circle highlights the 'X-ray' icon in the top menu bar. The interface includes various tabs like 'Summary', 'Current Rx', 'Progress', 'Past history', 'Results', 'Letters', 'Documents', 'Old scripts', and 'Imm.'. The 'Previous visits' table shows the following data:

Date	Recorded by:	Reason for contact	Start	Duration
25/08/2008	Dr A Practitioner	Pap smear	11:13:36	30m 4s
25/08/2010	Dr A Practitioner		11:16:48	35m 10s
17/08/2012	Dr A Practitioner	Lump breast	11:22:58	25m 11s
22/08/2012	Dr A Practitioner	Phone Results Consultation	11:35:04	25m 6s

3. Check that 'I-MED' is the 'Provider' in the drop-down menu

This is an important step to successfully send an e-Referral to I-MED. Leaving the 'Provider' field blank, or as another provider, while using our I-MED paper will not generate an e-Referral.



The screenshot shows the 'Medical Imaging Requests' window. The 'Provider' dropdown menu is highlighted with a red box, showing 'I-Med E-Referrals' selected. The window includes fields for 'Date' (31/08/2021), 'Region' (Ankle (R)), 'Tests to be printed on form' (X-ray - Ankle (R)), 'Request type' (X-ray selected), and 'Clinical details' (? Fracture). The 'MyHealthRecord consent' section is also visible, with a checkbox for 'Do not send reports to My Health Record'.

4. Select the modality, body region and clinical details

The screenshot shows the 'Medical Imaging Requests' form. The 'Region' dropdown is set to 'Ankle (R)'. The 'Clinical details' dropdown is set to '? Fracture'. The 'Request type' is set to 'X-ray'. The 'Tests to be printed on form:' field contains 'Xray - Ankle (R)'. The 'MyHealthRecord consent' checkbox is unchecked. The 'Save / Send' button is highlighted.

5. To complete and send your e-Referral to I-MED Radiology, click 'Save / Send' and then 'Close'

The information is then encrypted and sent to I-MED.

This screenshot is identical to the previous one, but the 'Save / Send' button is highlighted with an orange box, indicating the next step in the process.

Your e-Referral has been sent.

What happens next?

Your patient will shortly receive a text message/email from I-MED. It will include a link to view a digital copy of their referral, with direct ability to book their appointment using the I-MED online booking system.

If, after 24 hours, your patient has not scheduled their radiology appointment, I-MED will be in contact with your patient to assist them



**I-MED Radiology
Network**

Comprehensive care. Uncompromising quality.