

Quick Start Guide Sending a CareSelect referral from myPractice

This guide has been created to show you the key steps involved in completing a CareSelect electronic referral (or print and fax where the specialist is yet to implement a compatible system). CareSelect has been designed to make it easier for you to search, find and refer a patient to the most suitable specialist care.

1. Open the patient record

Search for the patient and open their electronic medical record (EMR) in myPractice. Go into the 'Clinical Notes' section of your patient's profile.

My Practice - 13.7.4934.33424 Jones Xavier Smit						mith																		
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Select the 'Forms' tab and click on the HealthLink forms option (earlier versions may have a CareConnect option to take you to the HealthLink launch page).

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The referral launch page will display including a new search bar.

JONES PLUTO Mouse NZ European / Pakeha 2/02/1990 A4 Regular Demo FVE1236 24y 9m 13 Teed Street, Newmarket	Consultation 06/11/2014 11:17 a. Consultation User Jones Xavier Smith Jone
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Health Certainty in Care	
Specialist and Allied Health Referrals	
CareSelect Enter keywords, e.g. Name, Speciality, Procedure Q near Anywhere	lear
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2. Use the search bar

Riverside Womens Healthcare c/o Vigour Clinic, 10 Islington St,

Kensington, Whangarei 0112

Enter keywords in the search bar to search by name, specific specialty, interests, procedures and services, location and more.

To send a CareSelect referral, select the 'referral' link below the relevant specialist.



If a specialist has a full biography in CareSelect (called a Full Bio) this is indicated in the search result by a photo and sometimes a logo. You can click on the result to see more important relevant information. Below is an example of a Full Bio.



them in making a decision as to the best option for them.

The clinic is staffed by women and the atmosphere is very supportive of their emotional needs



3. Complete the referral

The CareSelect referral will display and is very similar in format and functionality to the DHB eReferral form.

Complete the relevant fields under each tab on the left. You can park the form if you want to work on it later.

New HealthLink Forms (HEALTH	ILINK)						
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Patient Information MICKEY MOUSE, JDR1234 59yrs Disability not specified	Measurement D	ataile					
Recipient / Referrer	Date	Code	Value	Date	Code	Value	
eferred by: Sam Entwistle	27/09/2013	Height	170	27/09/2013	BMI	20.8	
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4. Submit the CareSelect referral form

Select the 'Submit' button when you are ready to send your referral to the specialist. CareSelect will send the referral electronically if the specialist has a compatible system, otherwise you will be prompted to print and fax.



If you want to print a copy of the referral, select 'Print' at the end of your submitted form, remembering to select your default printer.

Rachel Mo	oss Referi	al	Reversite Worners Feedbloors
Patient: MICKE Mob 02102207 13 Teed Street,	Y MOUSE , 48y 7 , Auckland Aaa	rrs, NHI HUX8660 a HUX8660, Nev	0, F, DOB 01/11/1966, PH: Wrk 09 555 555, Hme 0800288887,
Referred by: S	am Entwistle,	Millstone Family	General Ontions
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29/10/2013	Height	200	C Selection C Current Page
29/10/2013	Weight	88	
			Enter either a single page number or a single page range. For example, 5-12
Medication	s / Warning	ļs	Pint Cancel Apply



5. Print a specialist's contact details

To print a contact page to hand to the patient, click on the 'contact' link either from the search bar or the search results page. Simply print the summary contact page that is displayed.

New HealthLink Forms (HEALTHLINK)								
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Health Certainty in Care	0800 288 887 (NZ) HL Join HealthLink helpdesk@healthlink.net contact us							
Linda Herrord Project Officer								
send referral								
Main Location EDI demo02hI								
Email linda.hefford@healthlink.net								
Physical Address HealthLink CareSelect 13-15 Teed street New market, Auckland								
add to preferred list								
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6. Practice sending a CareSelect referral

For training purposes or to familiarise yourself with the system, feel free to send a sample referral to HealthLink by searching for 'Linda Hefford' in the CareSelect search bar.

For all CareSelect referral queries, please call the HealthLink Customer Support Line:

Monday to Friday (except public holidays) 8am – 6pm Phone: 0800 288 887 Support email: helpdesk@healthlink.net



HealthLink Level 3, 13-15 Teed Street Newmarket Auckland 1023 New Zealand

www.healthlink.net info@healthlink.net

HealthLink delivers certainty in care to over 30,000 healthcare practitioners by integrating their computer systems and enabling them to exchange data quickly, reliably and securely.

1800 125 036 (AU) 0800 288 887 (NZ)