FirstNet – Medical Referrals to Outpatient Clinic

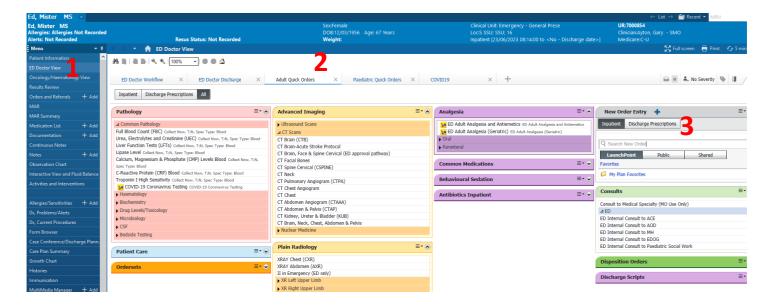


Digital Health Quick Reference Guide

This Quick Reference Guide will explain how to:

Refer a patient to outpatient clinics including Orthopaedic Fracture and Plastic Surgery clinics

1. From LaunchPoint select your patient and click into the patient chart.



- 2. On ED Doctor View (1), select Add Quick Orders (2).
- 3. If you know the clinic name you can type it in **Search New Order (3)**. A number of options will pop up below that you can select or if you press **Enter** a list will appear below with an **Order (4)** button to the right. When you click on *Order* the button will change to *Remove* and a number will be added to **Orders tray (5)**.



4. If you do not know the name of the clinic or service to refer to you can browse clinic by clicking on Public (6), choose OP Referrals (New Appointment) and then choose Allied Health / Medical / Nursing / Paediatric etc. PLEASE ENSURE YOU SELECT THE CORRECT CLINIC. IF YOU ARE UNSURE CHECK WITH THE RELEVANT TEAM PRIOR TO ORDERING. SELECTING AN INCORRECT CLINIC MAY LEAD TO A PATIENT BEING DELAYED OR LOST TO FOLLOW UP.







- 5. For ED referrals to:
 - a. VFRAC order Orthopaedic Fracture/ VFRAC Emergency OP Referral
 - b. PVFRAC order Orthopaedic Fracture/ VFRAC Emergency Paediatric OP Referral
 - c. Plastic surgery order Plastic & Reconstructive Surgery (PRS) Emergency OP Referral
 - d. Plastic Surgery Paediatric order Plastics & Reconstructive Surgery (PRS) Emergency Paediatric

 OP Referral
 - e. SWIFT Clinic Do not place an OP order, instead use the *ED Internal Consult to Paediatric Social Work*, available under *Consults* on the **Quick Order** page
- 6. Once all your referrals have been selected, click on your **Orders Tray (5)**, then click Sign, and then click on the order **(7)**. This will highlight the order in blue and a number of boxes in yellow will appear below **(8)** than needs to be completed before clicking **Sign (9)**.

