

# My Health Record – Changing Patient consent to upload to My Health Record in iPM



**Digital Health**  
CONNECTING BEST CARE

**Digital Health**  
Quick Reference Guide

## This Quick Reference Guide will explain how to:

- Update patient consent to upload discharge summaries to My Health Record

Western Health supports an assumed consent model to upload patient discharge summaries to My Health Record (MyHR) in line with the [My Health Records Act 2012](#).

Upon admission, consent is set to 'Upload discharge summary' by default. However, if a patient indicates they do not consent for us to upload their discharge summary, the consent option must be changed to 'Do not upload discharge summary' at the earliest convenience.

The screenshot shows the 'Patient Admission' window with the 'Administrative' tab active. The 'Administrative Details' section includes various dropdown menus and checkboxes. The 'My Health Record upload consent' dropdown is currently set to 'Upload discharge summary'. Other fields include 'Administrative category' (Public - Eligible), 'Admission source' (Not Specified), 'Admission type', 'Management intention', 'Admission criteria' (Not Specified), 'Care type', 'Ad. Funding Source' (Not Applicable), 'Program Id.' (Not Applicable), 'Funding Arr.' (Not Specified), 'Presenting problem comment', and 'HARP flag' (unchecked).

MyHR patient consent is located at the bottom of the Administrative tab of a patient admission. If a patient says during their admission they do not consent to us using MyHR, this must be changed from the default to 'Do not upload discharge summary'

This close-up shows the 'My Health Record upload consent' dropdown menu. The menu is open, displaying three options: 'Upload discharge summary', 'Do not upload discharge summary', and 'Not Specified'. The 'Do not upload discharge summary' option is currently selected and highlighted.

If at any point during an inpatient stay a patient indicates they do not wish their information to be uploaded to MyHR, this information must be passed on to a ward clerk on duty to update the admission details.

Once this setting has been changed, no document will then upload after a patient has been discharged .