



## Genie Summary Sheet

## Assisting a patient to register for a My Health Record

## Note:

Guidance on preparing your organisation to register patients for a My Health Record can be found at: https://www.myhealthrecord.gov.au/for-healthcare-professionals/howtos/register-patients-for-my-health-record

Register Patient on My Health Record 1. In the patient's local Patient Registration to the National My Health Record Service medical record, select HealthLink Online the Tools tab, then quide you through the registration of a National My Health Record Record for this Patien Register for My Health Record select Register for My Health Record. A pop-Register Patient on My Health Record - - up will appear. Select Patient Registration to the National My Health Record Service Next. Patient Details Patient Identified by an IHI: Yes IHI No: 8003 6080 0004 5914 2. Review the patient's Demographics details to ensure they Title: Mrs DOB: 18/08/1976 are correct, then First Name Elizabeth Gender Curtin Surname select Next. Medicare No: 2950790081 Ref: 1 Aboriginal origin 31/10/2018 TSI origin Medicare Expiry ✓ Neithe Cancel Previous Next Register Patient on My Health Record - -Patient Registration to the National My Health Record Service 3. Select an Evidence of iding third or more consultation and Medicare/DVA card Identity method. iding hospital with their clinical referral and Medicare/DVA card anding emergency department with PHOTO ID with Medicare/DVA card ing third or more prescription filled and Medicare/DVA card nrolled and attending Aboriginal Medical Service and Medicare/DVA card Intending third more consultation and has a My eHealth Record Jentity verified by referee consistent with My eHealth Record requirement: esident of Aged Care facility and Medicare/DVA card 4. Select an IVC Dopts of documentary evidence consistent with My Health Record Consumer Identity Framework er criteria approved by the SO Correspondence option (how the IVC Correspondence To access the individual's eHealth record online, the individual will need an identity Verification Code (IVC). Please choose one of the following options to select their preferred method for receiving the IVC. patient would like to receive their IVC) response × from the drop-down menu, then select Cancel Previou Next Next. - • • Register Patient on My Health Record 126 Patient Registration to the National My Health Record Service Consent 5. Confirm with the Medicare information will not be accessible via My Health Record, unless the patient chooses the following patient what All Medicare information will be available No Medicare information will be available information they consent to being Not Specified MBS: v included in their My Not Specified ¥ MBS Past Assimilation Health Record and Not Specified ¥ PBS: select the responses Not Specified v PBS Past Ass in the drop-down Not Specified v AODR: menus. Select Next. AIR: v

Cancel

Previous

Next



Australian Government Australian Digital Health Agency



Register Patient on My Health Record Patient Registration to the National My Health Record Service **Essential Information** 6. Download/print-off The 'Essential Information' fact sheet needs to be presented to patients before they are registered for a digital health record This fact sheet can be downloaded for printing or display to patients by clicking on the button below. the Essential **Information Fact** Sheet for the patient, then select Next. Download Fact Sheet Cancel Previous Next - - -124 Register Patient on My Health Record 7. Confirm that the Patient Registration to the National My Health Record Service patient accepts the **Terms and Conditions** The individual declares that the information in this application is correct and any supporting evidence submitted by the individual is correct. of having a My Health The Individual consents to records containing their health information being uploaded to the eHealth record system by registered healthcare provider organisations involved in the individual's care, subject to any express advice the individual gives to their healthcare providers not to upload a particular record, a specified dass of records, or any records. Record by selecting the tick box, then select Submit. Patient accepts the Terms and Conditions Cancel Previous Submit 8. A pop-up will appear Alert confirming the My My Health Record Registration was suc Health Record has been successfully created. Select OK. Register Patient on My Health Record - - -Patient Registration to the National My Health Record Service My Health Record Created Successfully 9. A pop-up will appear he Patient's My Health Record Record has been created successfully. 'ou can now get access to it through the Clinical Window of Genie provided that the IHI of the patient has been entered in confirming that the You can now get access t the Demographic Window IVC has been sent to **IVC** Details the patient. Select OK. The IVC Code will be used to verify the identity of the patient the first time they access My Health Record portal As they have elected not to receive an IVC, the patient or its representative will have to contact Medicare on 1800 723 471 in order to receive one. Cancel Close

## **Useful Links:**

- My Health Record Registration Overview
  <u>https://www.myhealthrecord.gov.au/for-healthcare-professionals/howtos/registration-overview</u>
- Assisted Registration Guide for Healthcare Providers and Readiness Checklist
  <u>https://www.myhealthrecord.gov.au/for-healthcare-professionals/howtos/register-patients-for-my-health-record</u>
- Clinical Software Simulators
  <u>https://www.myhealthrecord.gov.au/for-healthcare-professionals/clinical-software-simulators-and-demonstrations</u>

For assistance, contact the Help line on 1800 723 471 (select option 2) www.myhealthrecord.gov.au