HealthLink

Part of
Clanwilliam

24/06/2024

Ensuring Patient Details are included in Investigation Headers

We have identified that your referrals are stripping the patient details off, that are in the header of investigations. This Header information can contain important clinical information. This can be resolved by following steps in this document.
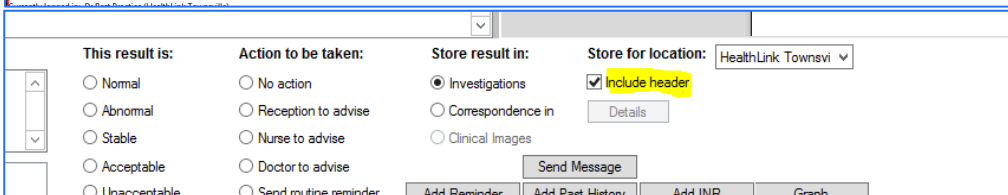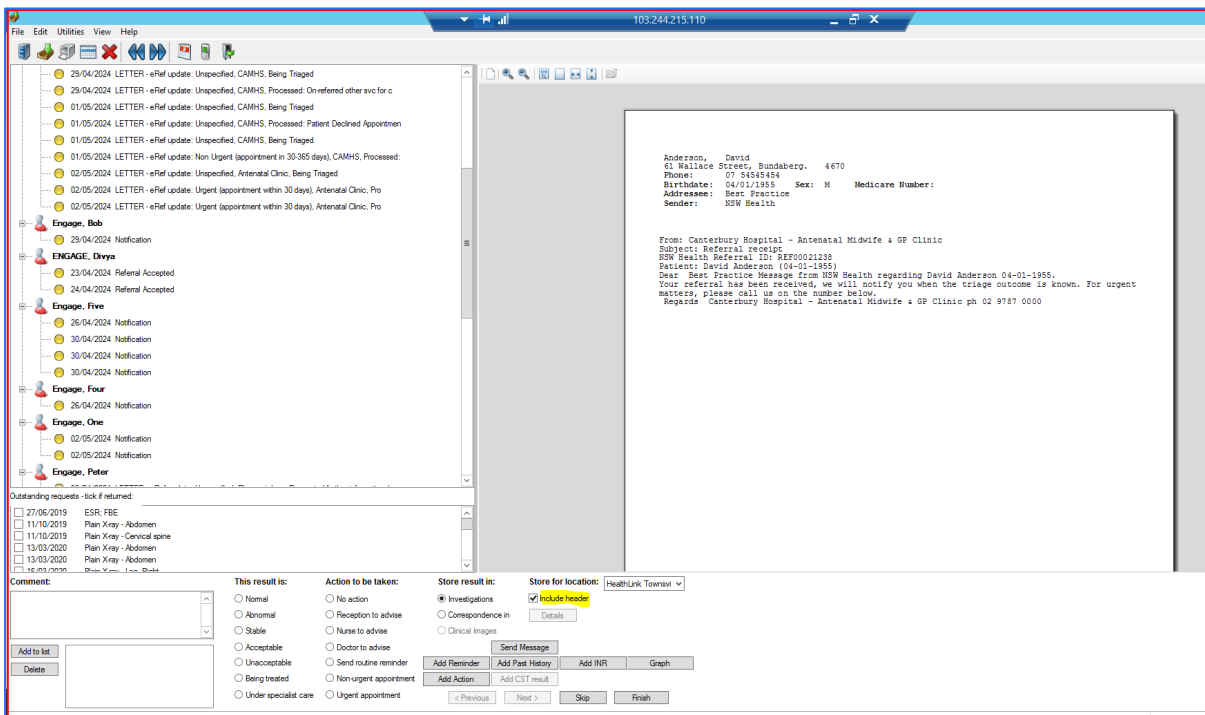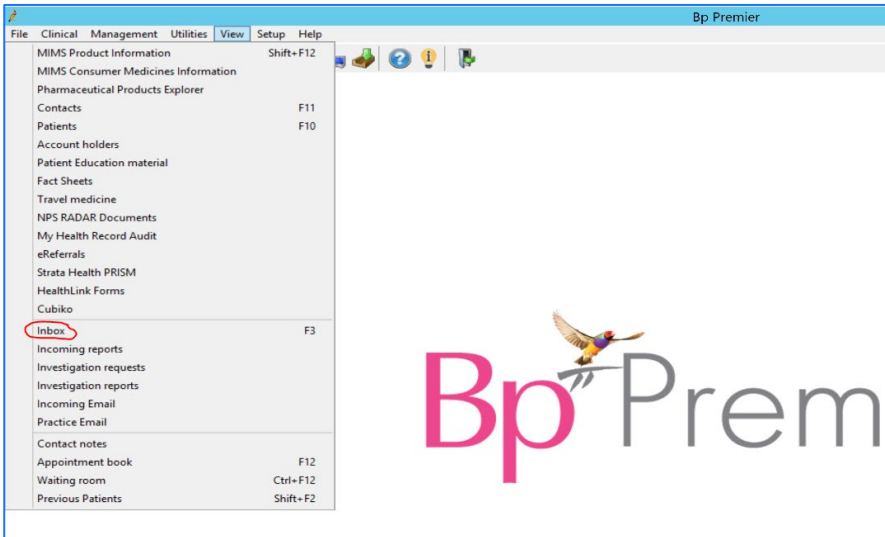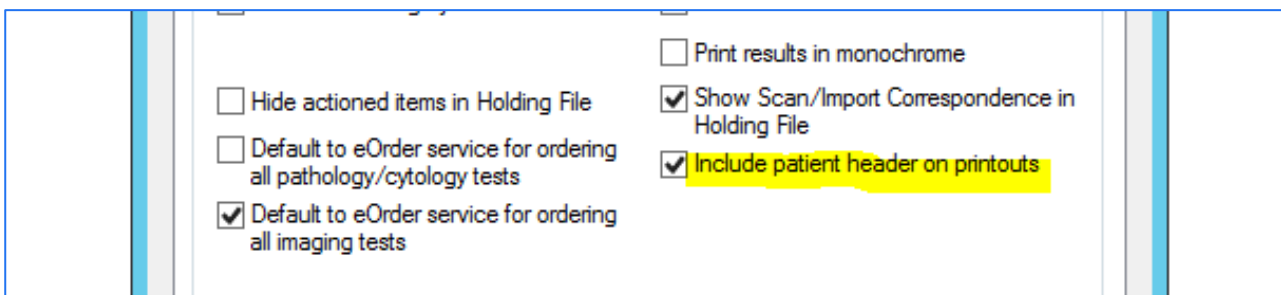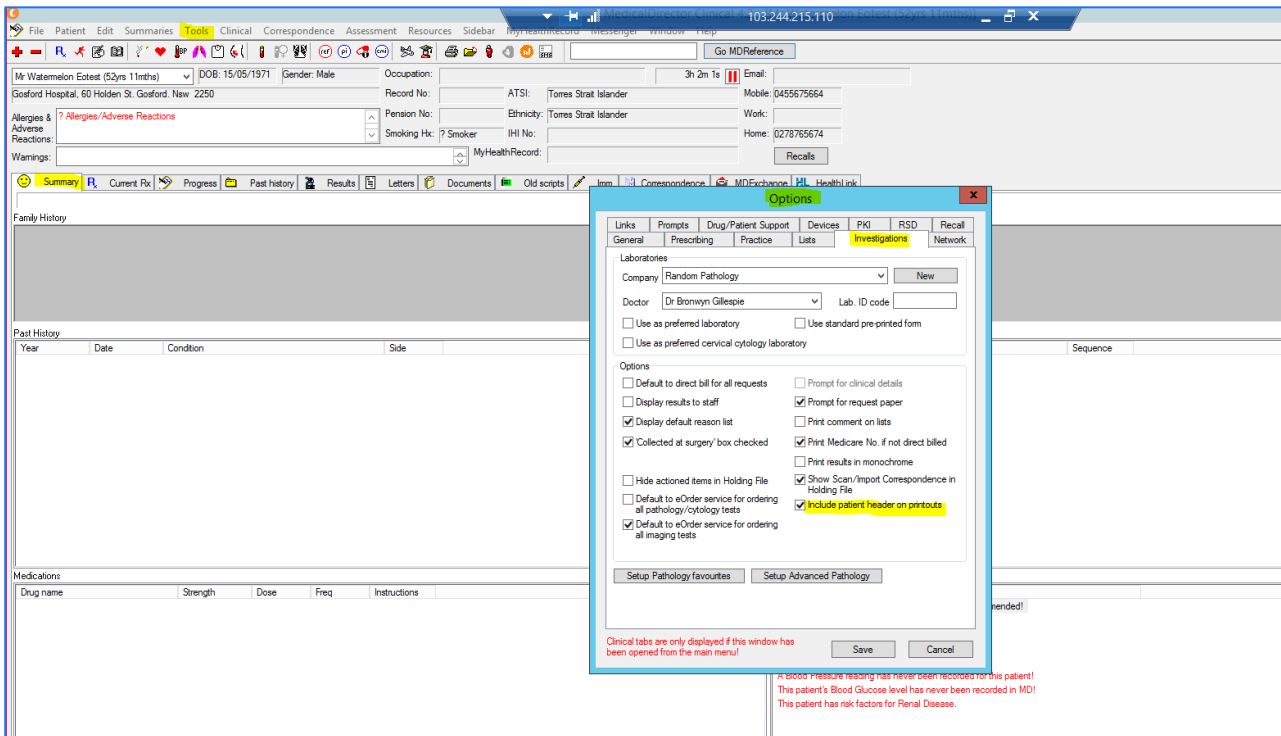
For Best Practice

1. Open Inbox
2. Click on a Patient Result/Message
3. Select 'Include header' (per image below)

For Medical Director

1. Open patient record.
2. Click Tools
3. Click Options
4. Go to the 'Investigations' tab
5. Ensure 'Include patient header on printouts' is checked.
6. Click Save.

What do I do if I cannot attach documents?

Contact *HealthLink* on **1800 125 036** or email helpdesk@healthlink.net.

HealthLink Australia
Phone toll free: 1800 125 036
8:00am – 6:00 pm (AEST)
Monday-Friday

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