Australian Government Australian Digital Health Agency



Communicare Summary Sheet

# How to prevent specific health information being uploaded to My Health Record

Under the *My Health Records Act 2012*, participating healthcare provider organisations are authorised to upload information to the My Health Record System, and view information within the it. However, consumers can request a document not be uploaded to their record. Healthcare providers must comply with this request.

If a document contains sensitive health information, you may wish to discuss with your patient whether they want the information uploaded to their My Health Record. This document shows how to withhold a document from being uploaded to My Health Record.

## To prevent Shared Health Summaries or Event Summaries being uploaded

OPTION 1: If the patient asked that no information from the current consultation be uploaded to My Health Record, either in the form of a Shared Health Summary or Event Summary, then simply **uncheck** the relevant boxes when closing the consultation record.

OPTION 2: If the patient requests that no Shared Health Summaries or Events Summaries be uploaded to My Health Record by your practice, go to Patient Biographics> click on the Administration tab> select "No" in the information sharing consent box where it states Patient Consents to Upload to My Health Record> click save. When there is a tick in the "No" consent box, Communicare will not allow Shared Health Summaries and Event Summaries to be uploaded to My Health Record.

NOTE – prescription records may still be sent to My Health Record.

## To prevent a prescription record being uploaded

1. When prescribing medication, to stop a prescription record being uploaded to My Health Record, **untick** the box titled "Consent to send to My Health Record" on the Prescription Details screen.



BROWN, MARTIN EVAN 51yrs (07/10/1965)
Christine Ellison, Millennium Health Service (Aberiginal Health Service) 11/05/2017 12:54 pm
Prescription Date Prescription Date C Genetic Name C Genetic Name C Brand Name
Medication Gold Cross Ibuprofen Tablets 🖉 🖪 🖪
PBS PRIVATE
Strength 200 mg
Pack Size 22 Number of Packs 1 Maximum quantity: [24]
One pack of twenty four Frepests DAA Type None
DAA Breakfast Lunch Dinner Bed time DAA PRN C As Per Dosage
Dosage As required
Duration 160 days Until 18/10/2017  Conce off/Short Course Reason Falurecrenel.acute DVA Expin
CTG PBS co-payment relief
Add to favorites Save as default PBS script required Labels required
OTC     Prescribed Elsewhere
Comments
🐗 Back 🛐 New 🚊 Print 🛹 Save 🗙 Cancel 🚱 Help





## Communicare Summary Sheet

### To request a pathology report not be sent to My Health Record

1. When completing investigation request, **tick** the box titled "Do not send reports to My Health Record".

The request not to upload will apply to all results on the request form. If you or the patient want other results to be uploaded to My Health Record, a separate form may be used **only** for those which the patient requests not be uploaded.

Note: if using an earlier version of Communicare, where this check box is not presented, you can request that a pathology report not be sent to My Health Record by writing the words *Do not send reports to My Health Record* on the request form.

Becker Jolie, Millennium	Health Service (Com	munity Health Cent	re) 29/10/2018 03:12 pr	•
nvestigation Provider PathCentre	-	Investigations	riequested	
Search Investigations				
ACR, urine	^			
Albumin				
Albumin Creatinine Ratio				
Alpha fetoprotein, serum				
Anti DNA antibodies		>		
Anti Thyroid antibodies Anti-DNASE B titre		<		
Anti-DNASE B titre Anti-streptolysin 0 titre				
Anti-streptolysin U titre Antinuclear antibodies	>	>>		
Antinuclear antibodies Barmah forest IgG and IgM	<	<<		
Bicarbonate				
Blood culture				
Blood gases				
Blood group & antibody screen	~	Fasting	Pregnant	
Сору То		Clinical Notes		
	<u>^</u>	Carical Notes		<u>^</u>
	~			
Investigation Reason	- ==			
-				
Urgent Reply To				
Critical if result outstanding				~

#### To request a diagnostic imaging report not be sent to My Health Record

 When completing investigation request, tick the box titled "Do not send reports to My Health Record".

The request not to upload will apply to all results on the request form. If you or the patient want other results to be uploaded to My Health Record, a separate form may be used **only** for those which the patient requests not be uploaded.

Note: if using an earlier version of Communicare, where this check box is not presented, you can request that a diagnostic imaging report not be sent to My Health Record by writing the words *Do not send reports to My Health Record* on the request form.

DERRINGTON, CALEB	5yrs	
Becker Jolie,	fillennium Health Service (Community Health Centre) 29/10/2018 03:44 pm	
Investigation Provider	<ul> <li>Investigations Requested</li> </ul>	
Search Investigations		
-		
Bone Density Test Bone Scan	<u>^</u>	
CT Scan		
CT scan:abdomen		
CT scan;abdomen:lower	>	
CT scan;abdomen;upper		
CT scan;brain	<	
CT scan:breast:F	>>	
CT scan;breast;M		
CT scan;cardiac	<<	
CT scan;chest		
CT scan;head		
CT scan;kidney		
CT scan:leg	✓ ☐ Fasting ☐ Pregnant	
Сору То	Clinical Notes	
	^	^
	~	
Investigation Reason	▼ 3=	
Urgent Reply To		
Critical if result outstanding		~
Printing Format Std. plain page	er radiology	
- Jere President		

**Useful Links:** 

 Shared Health Summaries – What they are, who can create them, and when to create them
 www.MyHealthRecord.gov.au > For healthcare professionals > For healthcare professionals > What is in a My Health Record For assistance, contact the Help line on 1800 723 471 (select option 2) www.MyHealthRecord.gov.au