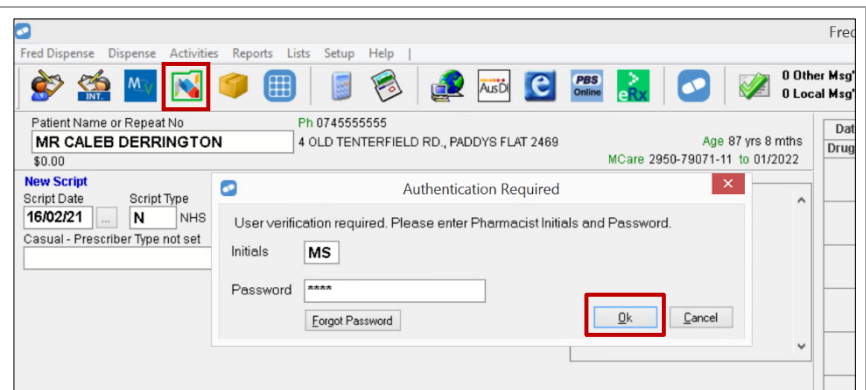


# Accessing the Medicines Information View

*Note: These steps assume that you have an individual PRODA account, your HPI-I has been linked to your organisation's HPI-O and the patient has a My Health Record.*

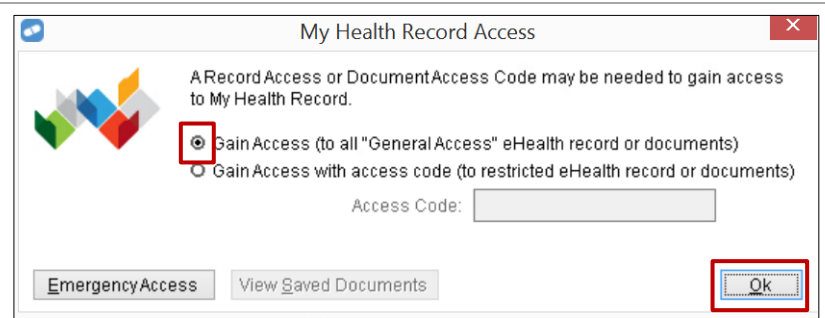
**STEP 1:**

To access the patient's My Health Record, click on the **My Health Record** button and enter authentication initials and password.



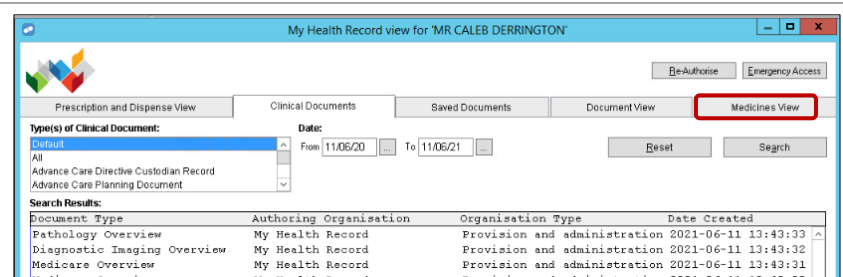
**STEP 2:**

A **My Health Record Access** pop-up message will appear. Select **Gain Access (to all "General Access" eHealth record or documents)** and click **OK**.



**STEP 3:**

Select the **Medicines View** tab within the My Health Record view window. Double-click to open and view.



**STEP 4:**

The **Medicines View** will display available medicines and allergy information held in a patient's My Health Record with the **Allergies and Adverse Reactions** tab displayed by default.



### STEP 5:

To view a patient's medicines information, click on the **Medicines Preview tab**.

By default, the medicines information is sorted by date. To sort the medicines by active ingredient, click on **Medicine – Active Ingredient(s)**.

Note that you can click on any hyperlinks within the list of medicines to view the original source document (e.g. Event Summary or patient entered notes).

The screenshot shows the 'Medicines Information View' interface. At the top, there are four tabs: 'Allergies and Adverse Reactions', 'Medicines Preview' (highlighted with a red box), 'Shared Health Summary', and 'Discharge Summary'. Below the tabs, there are navigation links: '[Back to top]', '<| First', '<<| Previous', and '[Help]'. The main content area is titled 'Medicines Preview - Latest Documents - sorted by descending event date.' Below this is a table with the following columns: 'Source/Author', 'Date', 'Medicine - Active Ingredient(s)' (highlighted with a red box), 'Medicine - Brand', and 'Dose/Directions'. The table contains two rows of data: one for an 'Event Summary by Own Organisation' dated 09-Sep-2020, and another for 'Patient-entered information' dated 14-Jan-2020.

The information in the **Medicines Information View** is gathered from:

- The patient's most recent (and up to two years') **Prescription and Dispense records** and other **PBS claims information**
- The patient's most recent **Shared Health Summary** and **Discharge Summary**
- Recent **Event Summaries, Specialist Letters** and **e-Referral notes** uploaded to the patient's record since their latest shared health summary
- The patient's **Personal Health Summary**, which may include any allergies or adverse reactions and other key information.

If available, a link to the **Pharmacist Shared Medicines List** will be provided in the Medicines Information View.

### Useful links

- How and when to view a My Health Record:  
<https://www.myhealthrecord.gov.au/for-healthcare-professionals/howtos/view-my-health-record>
- For upcoming training opportunities, visit Events and Webinars:  
<https://www.digitalhealth.gov.au/newsroom/events-and-webinars>

For assistance contact the My Health Record helpline on **1800 723 471** or email [help@digitalhealth.gov.au](mailto:help@digitalhealth.gov.au)