


Once a physician is enabled on CII, follow Option 1 or Option 2 to send consults to Netcare*.

Option 1: Visit Tab

1. Create a **visit consult report** as normal, including attachments as appropriate.
2. Select the **'Eligible For Consult Letter Extract'** checkbox (found below the visit 'Save' button).
3. Click **Sign Off Visit**  and **Close** the chart. The visit (and all associated attachments) is sent to Alberta Netcare as a pdf consult report that evening.

The screenshot shows the 'Visit' form in the Netcare system. The top navigation bar has tabs for Demographics, Visits, Tasks, Bills, Allergies, Medications, Profile, Labs, and Investigations. The 'Visits' tab is highlighted with a red box and a blue circle containing the number '1'. The form is divided into three main sections: Subjective, Assessment, and Plan. The 'Subjective' section has a 'Concern' field. The 'Assessment' section has 'Diagnosis' and 'Billing Item' fields, along with icons for Bill, Profile, and Allergy. The 'Plan' section has a large text area for notes and instructions, and a table for patient information including Disposition, Insurer (ON - 2000019709), Date (18-Oct-2018), Time (08:00 AM), and Provider (Blue, Evan). At the bottom of the form, there is a 'Save' button with a green checkmark icon, a 'Preview' button, and a checkbox labeled 'Eligible For Consult Letter Extract' which is checked and highlighted with a red box and a blue circle containing the number '2'. A blue circle containing the number '3' is placed over the 'Save' button. To the right of the main form is a sidebar with sections for Observations, Patient Profile, Presenting Complaints, and Medications.

*For detailed information please refer to the user guide: [Med Access User Guide](#)

Option 2: Consult Tab

1. Open the patient's chart and click the **Consults** tab.
2. Start a new consult report by clicking **Report**. Fill out the consult as normal, including any attachments as appropriate. (Note: if you started the visit as a request, you need to click 'Result' at the top right of the window to make the checkbox appear)
3. Select the 'Eligible for Consult Letter Extract' checkbox.
4. Select 'Complete this task' and click 'Save'. The consult report (and any associated attachments) is sent to Alberta Netcare as a PDF that evening.

Demog Visits Tasks Bills Allg Meds Profile Labs Inve **Consults** Imm Cts Appt

Recent Consults

Start: 2 Years Back End: All Type: All Summary Filter Print Request Report Help

Reason: All Order Type: All Step: All

Status: All

Complete Results

Date	Ordering Provider	Service Provider	Type	Description	Reason	Step
25 May 21	Bhella, Vishal	Blevins, Gregg Gordon	Neurology			

Apple Test 31 years (403) 555-5555

Task

Category* Consult Type

Description Reason

Note / Instructions
Enter new note/instructions here

Progress Indicators

Workflow Actions
Complete and Save INR Mon... Send to Test Dr. A
Send to Test Dr. M

Assignee* McCaffrey, Barbara Start 16-Jul-2021 Due* 16-Jul-2021

Urgency Normal Recurrence None

4 Update or Forward

3 Complete this task

Save Preview

3 Eligible For Consult Letter Extract

Observations

Ordering Provider MD, Md Service Provider

Date 16-Jul-2021 Time 02:43 PM

Step Final

Synopsis

Observations

Scan

EMR QI Reporting