

QUICK START GUIDE

Electronic Imaging Requests

The easiest and safest way to send
imaging requests



CENTRAL QUEENSLAND
RADIOLOGY

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Electronic imaging request is now
available in Best Practice - V 1.10 (Jade)
or greater. This feature has been tested
and functional in end to end testing with
HealthLink's secure messaging.

HealthLink Technical Support

helpdesk@healthlink.net

1800 125 036



Workflow

Best Practice has leveraged their existing functionality, which previously only supported printing the referral on pre-formatted order forms. With the inclusion of electronic ordering, very little has changed in the GP workflow, making it an easy transition for the GP.

When a GP presses the Print/Send button in Best Practice, the HealthLink software seamlessly transmits the imaging request to the selected service provider. As per usual, the request is saved back into the patient record, and a paper copy for the patient is optional.

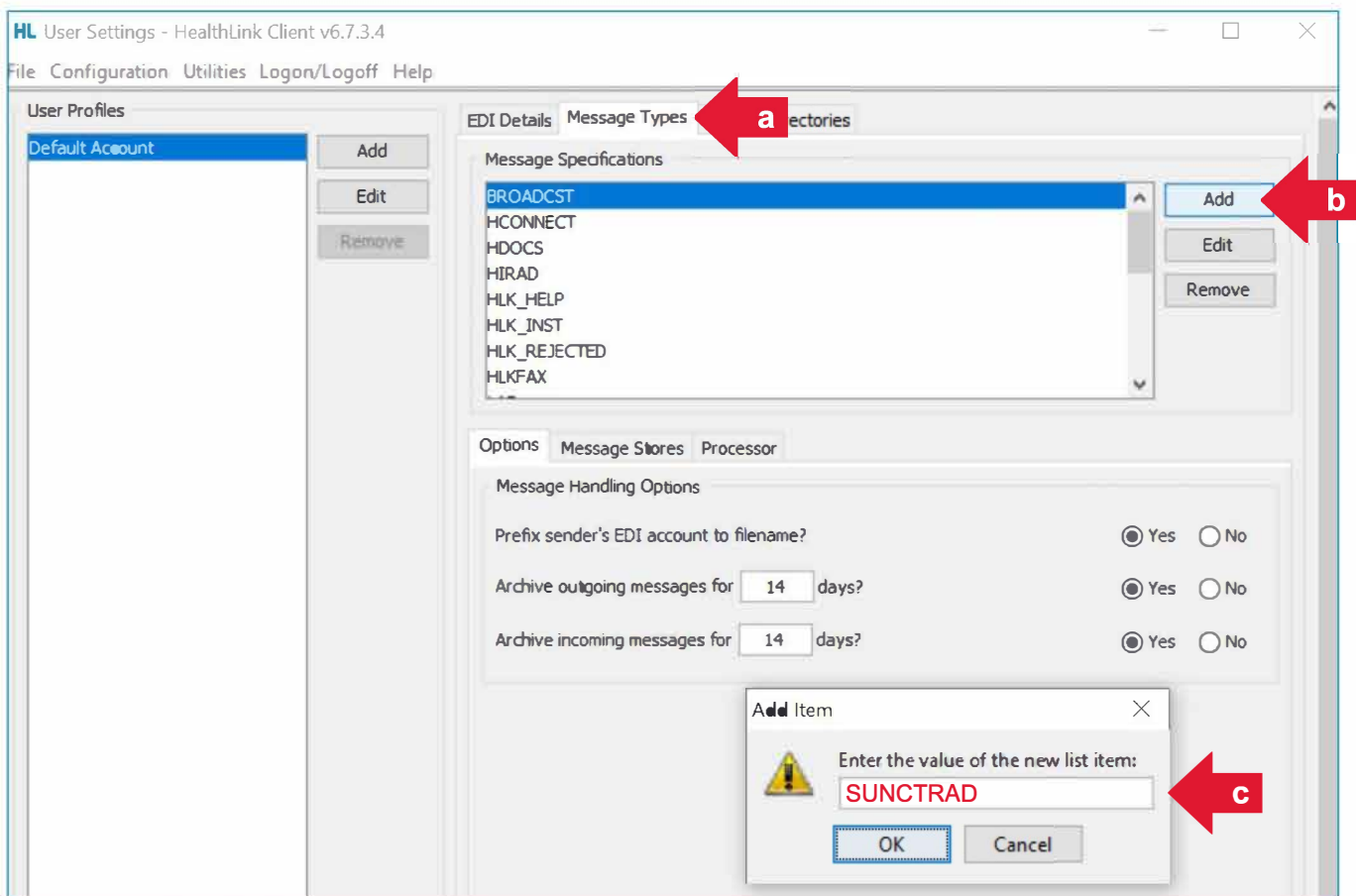
The HealthLink client software requires a custom message processor to be set up. This needs to match the **Central Queensland Radiology's EDI (SUNCTRAD)**.

1. Open HealthLink Client

Navigate to HealthLink Advanced Options > Configuration > User Settings

2. Add Message Type

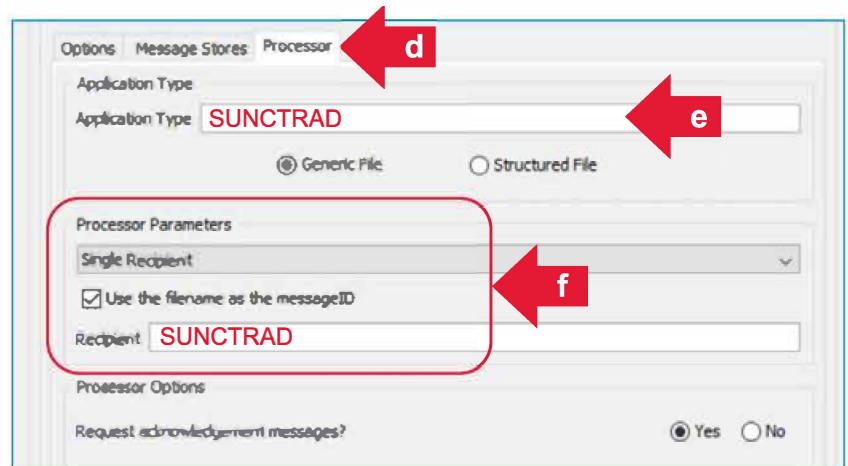
Under the Message Types Tab, add **SUNCTRAD** as a new Message Type.



3. Save as single recipient

In the section below the Message Types Select the Processor Tab and add **SUNCTRAD** as the single recipient.

Once completed, save all changes and close Advanced options.



On the **Best Practice** contacts screen there is now an e-ordering function which is used to designate the file path to the outgoing HealthLink folder. This folder path only needs to be set up once, for the contact, at each GP site and is usually performed by the BP server.

Please choose the existing contact you have in the Contacts List for Central Queensland Radiology and apply the following steps to this entry.

To set up, ensure that imaging provider is selected and click 'Setup E-ordering' to designate the file path where the new outgoing orders are to be sent, for this service provider.

Ensure imaging provider is selected

Contact details

Type: ☐ Individual ☒ Company/Institution

Title: First name:

Name: Central Queensland Radiology

Greeting:

Category: Imaging provider

Addresses:

Address	Phone	Fax
<input type="text"/>		

Mobile phone: Pager: A/H phone:

Provider No.: Health Identifier:

PII key ID: Skype:

Email: Website:

Messaging provider: Healthlink Account ID:

Comment:

☐ is an operating facility

Online Directory ID: Last checked for updates:

This Contact is currently linked to the Online Directory and most fields may not be manually updated. Use the Unlink button to stop auto-updates and unlock fields.

Server UNC path to HLINK path required to support all referring Doctors at the practice.

Setup electronic ordering

☒ Send electronic orders to this provider

Enter the path where the exported orders are to be sent:

1. Open patient record

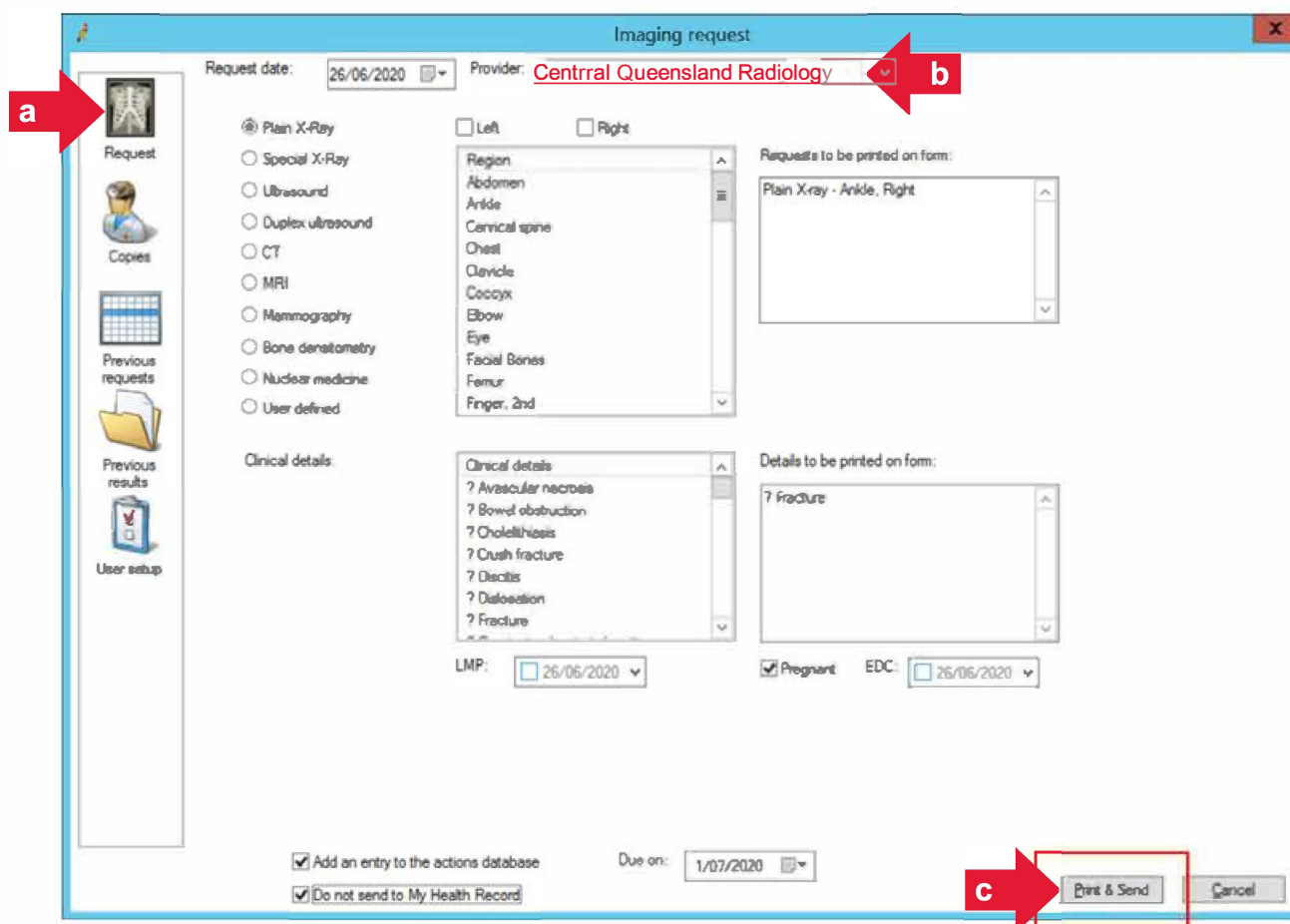
Open a patient record from Best Practice's main menu (F2) .

2. Select diagnostic service provider

Click on the **Imaging Request** button. Under the provider drop-down, select your preferred diagnostic service provider. Ensure the patient is aware their details will be sent to the provider electronically.

3. Print & Send

Once the tests and clinical details have been selected, click ' **Print & Send** '.



4. Securely sent

The HealthLink software encrypts and securely transports the request to the selected service provider where it can be picked up and displayed in a disparate system.

The request is saved back into the patient record, and a paper copy for the patient is optional.



HealthLink helps over 60,000 healthcare practitioners deliver certainty in care by enabling them to exchange patient information quickly, reliably and securely.

For all queries, please contact HealthLink Customer Care on 1800 125 036 or email helpdesk@healthlink.net

Monday to Friday (Except Public Holidays)
8:00 am - 6:00 pm

www.healthlink.net