



# Uploading an Event Summary

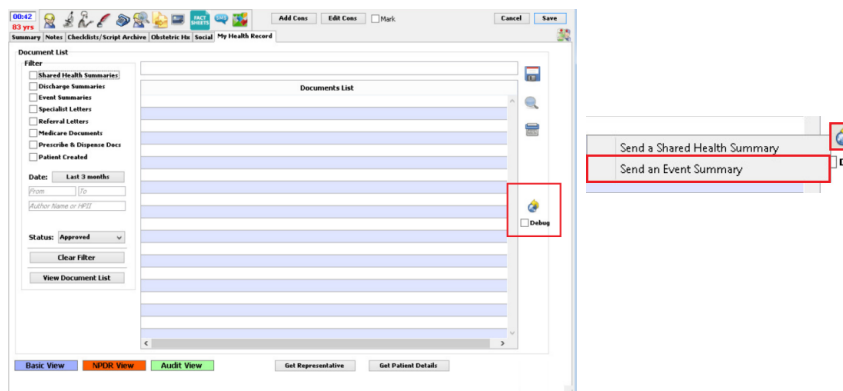
## Note:

These steps assume that your software is connected to the My Health Record system, the patient's Individual Healthcare Identifier (IHI) has been validated in your system, and the patient has a My Health Record.

1. Once you have opened the patient's local medical record and entered the clinical information/notes for the consultation, select the **My Health Record** icon to gain access to the patient's My Health Record, then select the **My Health Record** tab.



2. The **Documents List** will appear. Select the **Create and Upload a New Document** icon (centre-right), then select **Send an Event Summary**.



3. Select **Import Last Consultation Notes** (top-left) to populate the Event Details box with the consultation notes from the patient's local medical record.

The Event Details can also be entered/edited manually.

Tick/untick the items to include/not include in the Event Summary, then select **OK** (bottom-right corner).

**Event Summary**

**Please record the changes which you want to upload to My Health Record:**

Document Name: ES\_20170330 An event summary is used to capture key health information about a clinically significant healthcare event that could be relevant to the ongoing care of an individual. It is not a complete health summary and should not be wholly relied upon, nor should it replace direct communication between healthcare providers.

**Event Details:** Import Last Consultation Notes

Presenting Problem: Allergic reaction

Currently taking Amoxicil for right Otitis media for 3 days. Generalised erythematous rash all over his body, arms and legs and face. His temperature is 36.6 and he has diarrhoea. The child's mother has an allergy to penicillin. Stopped the antibiotic, monitor temperature and use paracetamol as necessary and review the child in 3 days. If symptoms worsen, parent encouraged to re-present at any time.

Newly Identified Adverse Reactions	Manifestation	Date	Immunisations
<input checked="" type="checkbox"/> Penicillins	Rash		

Medications		Category	

Date	Diagnosis/Interventions	Table	Proc.	Notes

Date	Diagnostic Investigations-Requested Service	Laboratory	Radiology

Select File...

Name	Type	Comment

More Cancel OK



- Review the Event Summary to verify the information has populated correctly, then select **Send** (bottom-right corner).

**Event Summary**  
30 Mar 2017  
Mr Dominic HOWITT DoB 29 Dec 2012 (4y) SEX Male IHI 8003 6080 0004 5930

**DHSITESTORGST41**  
Author: Dr Charley Fletcher (General Medical Practitioner)  
Phone: (07) 3720 2801  
Encounter Period: 30 Mar 2017 11:58+1000 to 30 Mar 2017 11:58+1000

**Event Details**  
**Clinical Synopsis Description**  
Presenting Problem: Allergic reaction  
Currently taking Amoxil for right Otitis media for 3 days. Generalised erythematous rash all over his body, arms and legs and face. His temperature is 36.6 and he has diarrhoea. The child's mother has an allergy to penicillin. Stopped the antibiotic, monitor temperature and use paracetamol as necessary and review the child in 3 days. If symptoms worsen, parent encouraged to re-present at any time.

**Adverse Reactions**  
Adverse Reactions  
Substance/Agent: Penicillins  
Manifestation: Rash  
Reaction Type:

**ADMINISTRATIVE DETAILS**

Patient		Author	
Name	Mr Dominic HOWITT	Name	Dr Charley Fletcher (General Medical Practitioner)
Sex	Male	Organisation	DHSITESTORGST41
Indigenous Status	Neither Aboriginal nor Torres Strait Islander origin	Work Place	11 IVAN AVE, 80 Stamford Road, GRINDELWALD, TAS, 7277, Australia
Date of Birth	29 Dec 2012 (4y)	Phone	(07) 3720 2801 (Workplace)
IHI	8003 6080 0004 5930	<b>Clinical Document Details</b>	
Entitlements	2950790801 (Medicare Benefits)	Document Type	Event Summary
Home Address	88 Cofton Cl, Cascade, NSW, 2453	Creation Date/Time	30 Mar 2017 11:58+1000
Phone	0455 555 555 (Mobile Contact)	Date/Time Attested	30 Mar 2017 11:58+1000
Email	patient@testemail.com (Home)	Document ID	72 (768d679d-2d87-4255-86a9-357e98637220)
		Document Set ID	768d679d-2d87-4255-86a9-357e98637220
		Document Version	1
		Document Status	Final

Files: C:\Users\Administrator\AppData\Local\Genie\Solo\_2122187940\TempDocs\CDA\_72\IHE\_XDM\SUBSET01\CDA\_ROOT.html  
Stylesheet Version: 1.2.7  
Go Back View Stylesheet Update Stylesheet Print XML Cancel **Send**

- A pop-up will appear confirming the Event Summary has been successfully uploaded. Select **OK**.



The Event Summary will also save to the patient's local medical record in the **Notes** tab.

Date	Title	Info	Provider
30/03/2017	Allergic reaction		Dr Charley Fletcher
30/03/2017	ES_20170330	Ev5	Charley Fletcher

#### Useful Links

- My Health Record Registration Overview  
<https://www.myhealthrecord.gov.au/for-healthcare-professionals/howtos/registration-overview>
- Event Summaries – What they are, who can create them, and when to create them  
<https://www.myhealthrecord.gov.au/for-healthcare-professionals/event-summaries>
- Clinical Software Simulators  
<https://www.myhealthrecord.gov.au/for-healthcare-professionals/clinical-software-simulators-and-demonstrations>

For assistance, contact the Help line on  
1800 723 471 (select option 2)  
[www.myhealthrecord.gov.au](http://www.myhealthrecord.gov.au)