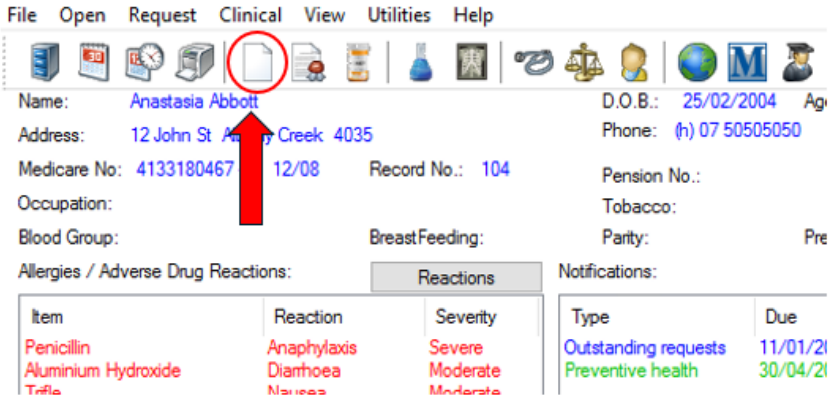
Creating an HMR referral Custom template

Best Practice

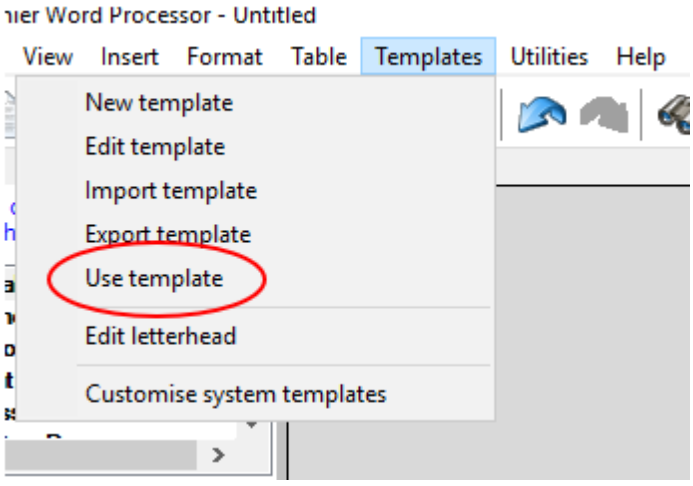
A **Home Medicines Review (HMR)** is also known as a **Domiciliary Medication Management Review (DMMR) (Item 900)**

To start, import custom template HMR 1 Referral Brisbane North PHN.
Refer to Importing template instructions for clinical software.

1. Open the **Patient Clinical File**.
2. Open the **Word Processor** by clicking on the **New Letter** Icon.



3. Select **Templates** from the top drop-down menu and select **Use Template.**



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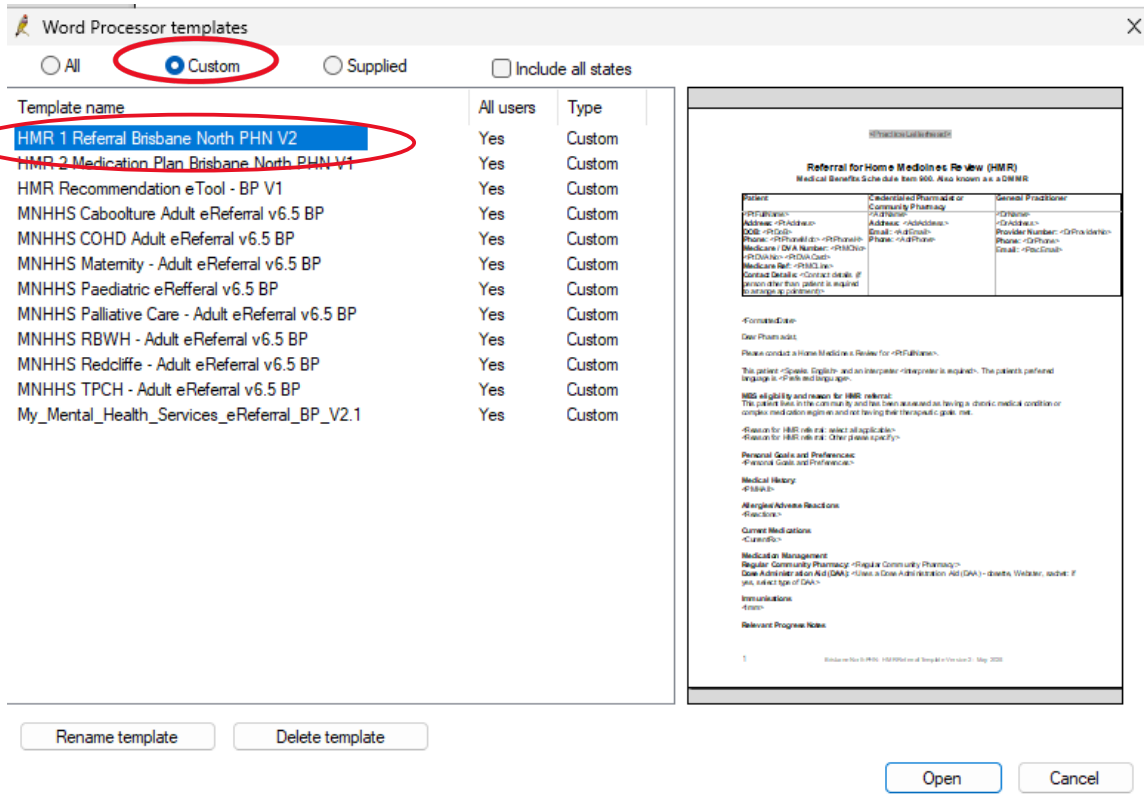
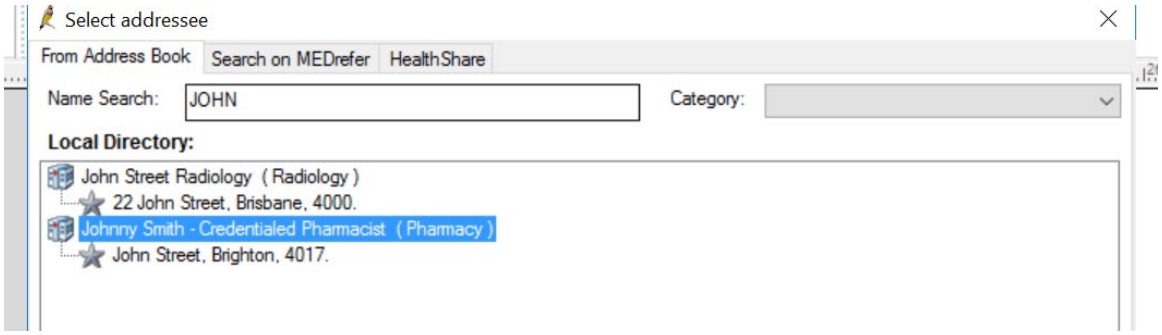
4. Select **Custom** template tab.
5. Double click **HMR 1 Referral Brisbane North PHN.**

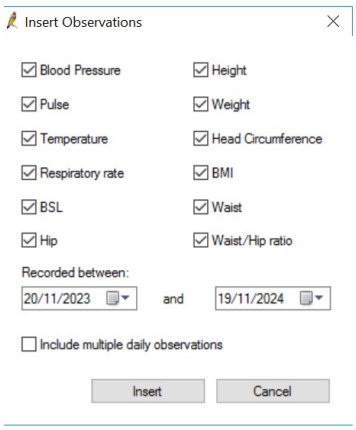


6. Address to a **Credentialed (Accredited) Pharmacist OR** a **Community Pharmacy** from the local directory. Type in name search and double click on selected addressee. Add a new contact if required.

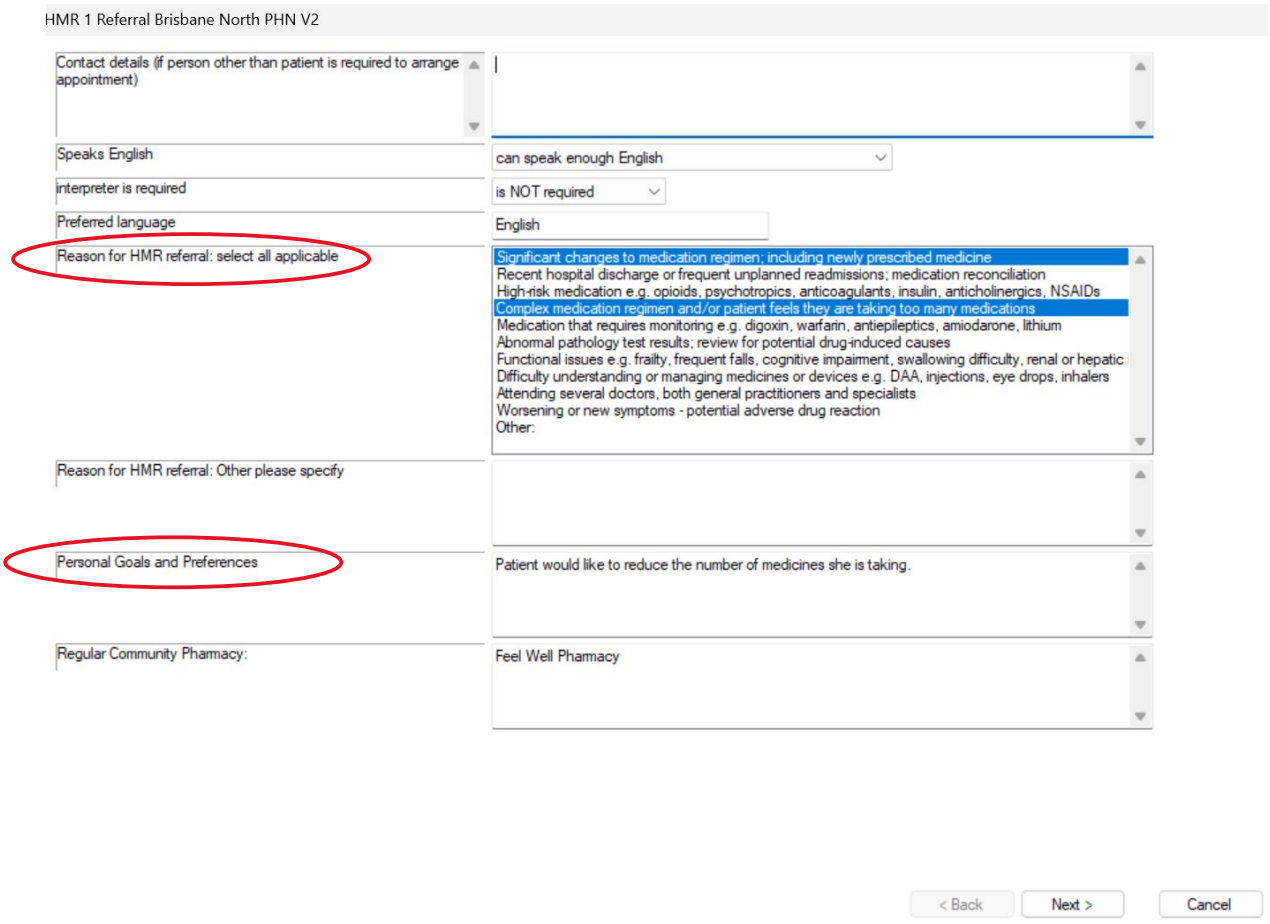
   Search local Credentialed Pharmacists using [HealthPathways Medication Management Review]



4. Insert relevant visit notes, observations and investigations. Adjust time frames as necessary. Click **Insert.**



5. Select the **reasons for referral** (include all that apply). Provide details of **personal goals, preferences** and additional relevant information in the free-text fields. Click **Next.**



6. Select if the patient uses a dose administration aid and if there are any other factors that may influence medication use.
7. Check the consent fields with the patient. Select **Insert.**
8. Review the generated referral. Make changes or insert additional information from the left-hand menu.
9. **Sign** and **send** referral to **Credentialed Pharmacist** or **Community Pharmacy** by chosen secure messaging method.

Please note: Ensure the cursor is positioned at the location where any additional information needs to be inserted in the document.

Creating an HMR/DMMR referral custom template

Best Practice – using a custom template

To start, import custom template HMR 1 Referral Brisbane North PHN
Refer to Importing template instructions for clinical software.

GO TO:

PATIENT FILE

↓

NEW LETTER

↓

TEMPLATES

↓

USE TEMPLATE

↓

CUSTOM TEMPLATE

↓

HMR 1 Referral Brisbane North PHN

↓

CREDENTIALED PHARMACIST or COMMUNITY PHARMACY

↓ Search local Credentialed Pharmacists using HealthPathways Medication Management Review

INSERT VISIT NOTES, OBSERVATIONS, INVESTIGATIONS (Auto)

↓

SPECIFY REASONS FOR HMR REFERRAL

↓

PATIENT CONSENT, CHECK and SIGN

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