

Assisting a patient to register for an eHealth record

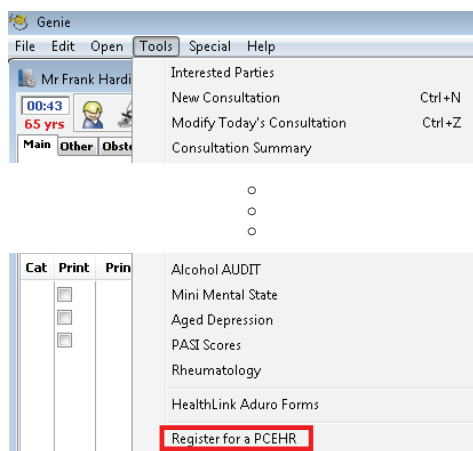
Before undertaking these steps, please ensure that:

- Ensure your practice and procedure manual has been updated to include Assisted Registration.
- You have been authorised by your practice to register patients for an eHealth record, as per the *Assisted Registration: A guide for Healthcare Provider Organisations* document.
- Your user permissions allow *PCEHR Assisted Registration*.
- The patient has read the *Essential Information about assisted registration and your privacy in the eHealth record system* document.
- The patient's Healthcare Identifier has been validated in the patient Demographic window.

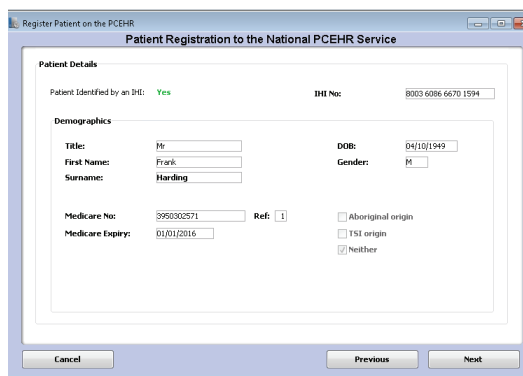
1

From the patient's **clinical window**, select **'Tools'**, **'Register for a PCEHR'**.

Assisted Registration then initiates.

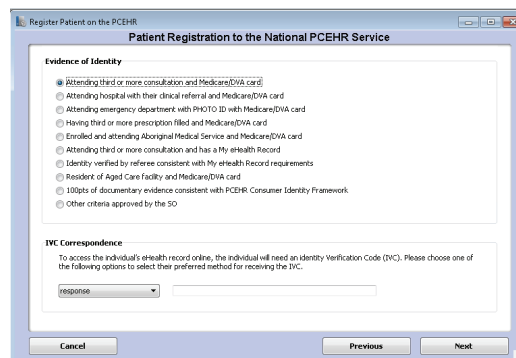


The patient's demographics automatically populate into the form.



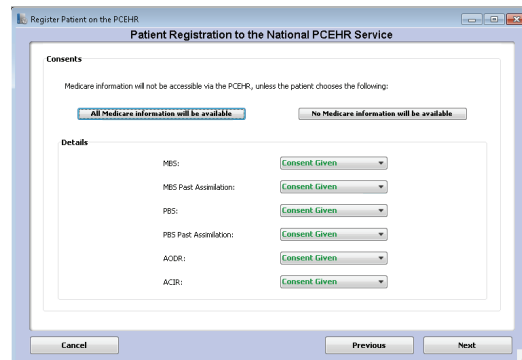
2

Assert the patient's identity by selecting one of the available Evidence of Identity options and select the patient's preferred method for receiving the **Identity Verification Code (IVC)**.

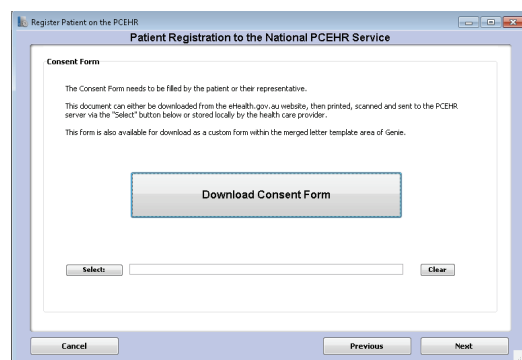


Assisting a patient to register for an eHealth record

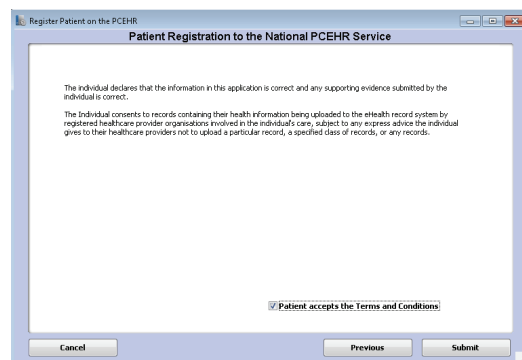
3 Indicate which Medicare information, if any, the patient consents to being included in their eHealth record.



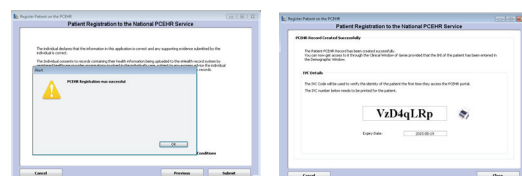
4 Download the 'Assisted Registration Application to Register for a Personally Controlled Electronic Health Record' form which needs to be filled and signed by the patient or their representative.



5 Tick 'Patient accepts the Terms and Conditions' to confirm that the patient has signed the application form and has provided consent to upload records containing the individual's health information to the eHealth record system.



Confirmation prompt appears and IVC code is shown if selected.



Useful Links:

- Assisted Registration Information and Application forms
http://www.ehealth.gov.au/internet/ehealth/publishing.nsf/content/assistedreg_05
- Software demonstration for Assisting a patient to register for an eHealth Record with Genie
<http://www.nehta.gov.au/assets/cup-articulate/assisted-registration/genie/>

