



# HealthOne Referrals

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Standard, Breast, Lung and Prostate

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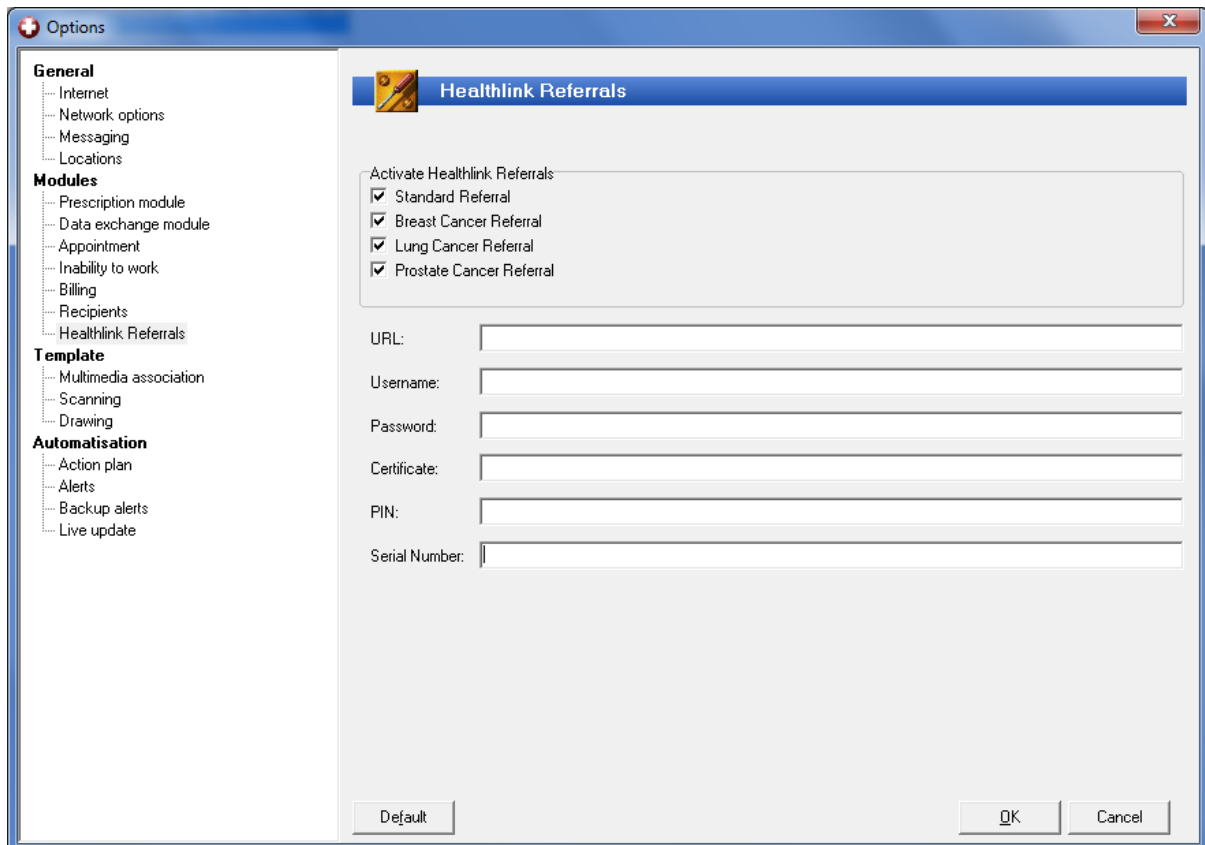
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## HealthOne Referrals

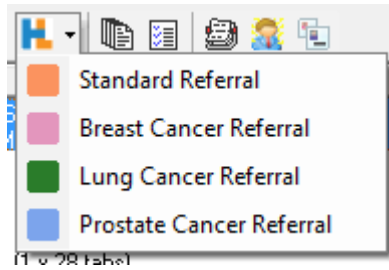
Healthlink will setup the referrals for you, providing you with the digital certificates which will ensure your data is secure. For details on this setup please see the [appendix](#) at the end of this document. You can contact HealthLink at 018825606 or email [khull@healthlink.doh.ie](mailto:khull@healthlink.doh.ie)

## Submitting a Referral

1. Within the 'Healthlink Referrals' section in options, you can select what referrals are listed within HealthOne. Tick the referrals that you wish to activate.



2. From the main menu within a HCR, press the down arrow beside the referrals icon. A list of the referrals is displayed: Standard, Breast, Lung and Prostate.



3. Select the referral you wish to use from the list. The referral is displayed. Fill in the details. Mandatory fields are in red.

A screenshot of a web-based form titled 'NATIONAL BREAST CLINIC REFERRAL FORM' with the NCCP (National Cancer Control Programme) logo. The form is for a 'Breast Cancer Referral'. At the top, it shows 'Environment: Test', 'Status: Unsubmitted', and 'GP: Dr. Admin Admin'. The 'Patient Details' section includes fields for First Name (Test), Date of Birth (09/12/1938), Sex (Female), Family Name (Patient), MRN (HL0001), and Pregnant (Unknown). There is a checkbox for 'Use Healthlink Patient Record' and a table with columns for First Name, Family Name, DOB, Sex, Address 1, Address 2, Address 3, Address 4, and MRN. The 'Referral Details' section has a 'Referral Priority' dropdown menu (highlighted in blue), a 'Public Hospital' dropdown, and a 'Private Hospital' dropdown. A link for 'Breast Cancer Guidelines' is also present. The 'Symptoms' section has a text area for 'Other Symptom:'. At the bottom, there are buttons for 'All HCR Data', 'Print', 'OK', and 'Cancel'.

4. Click the down and up arrows to move down/up to the next mandatory question that needs to be completed.

**NATIONAL BREAST CLINIC REFERRAL FORM** nccp National Cancer Control Programme

Environment: Test  
 Status: Unsubmitted  
 GP: Dr. Admin Admin

**- Patient Details**

First Name:  Family Name:   
 Date of Birth:  MRN:   
 Sex:  Pregnant:

Use Healthlink Patient Record

First Name	Family Name	DOB	Sex	Address 1	Address 2	Address 3	Address 4	MRN

**- Referral Details**

Referral Priority:  [Breast Cancer Guidelines](#)  
 Public Hospital:   
 Private Hospital:

**- Symptoms**

Other Symptom:

Buttons: All HCR Data, Print, OK, Cancel

- Some fields have the red flower icon to the right of the field. Clicking this allows you to pick what HealthOne item populates the field.

**NATIONAL BREAST CLINIC REFERRAL FORM** nccp National Cancer Control Programme

Environment: Test  
 Status: Unsubmitted  
 GP: Dr. Admin Admin

**- Social History**

Drinker:  \* Units of Alcohol:  \* per week  
 Smoker:  \* Number of Cigarettes:  \* per day Years Smoking:  \*  
 Next of Kin:  \*

**- General History**

History of Present Illness:  \* ←

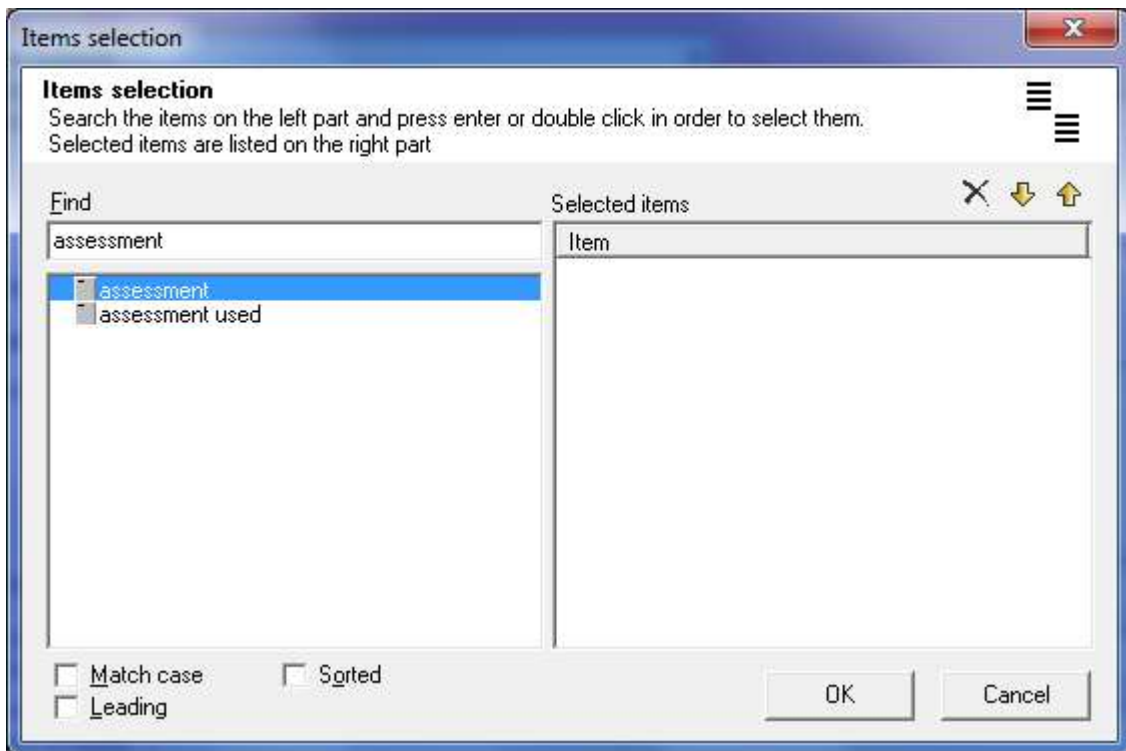
History of Past Illness:  \*

History of Surgical Procedures:  \*

Allergies/Adverse Medication Events:  \*

Relevant Family History:  \*

Buttons: All HCR Data, Print, OK, Cancel



6. Within the Standard Referral, the Lab and Rad Investigation sections have additional Add and Clear buttons. Clicking Add allows you to search the HCR data and select the item that you wish to use to populate the field. Clear clears all the contents from the field.

The screenshot shows a software window titled "Healthlink Standard Referral" with a sub-header "NATIONAL STANDARD REFERRAL FORM". The environment is "Test" and the status is "Unsubmitted". The GP is listed as "Dr. Admin Admin".

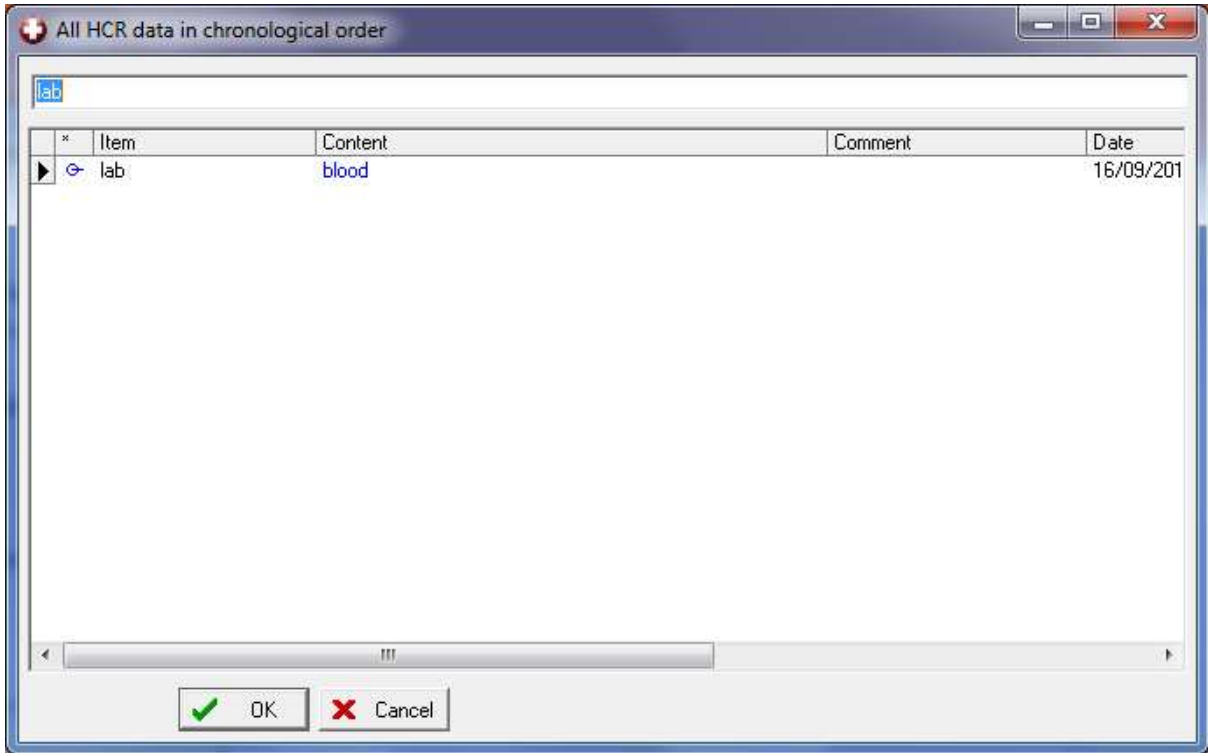
The "Vital Signs" section is expanded and contains:

- Previous Hospital Attendance: [Dropdown]
- Lab Investigations: [Text Area] with "Add" and "Clear" buttons (the "Add" button is highlighted with a red box).
- Rad Investigations: [Text Area] with "Add" and "Clear" buttons.
- Other Clinical Exam: [Text Area] with a red "X" icon.

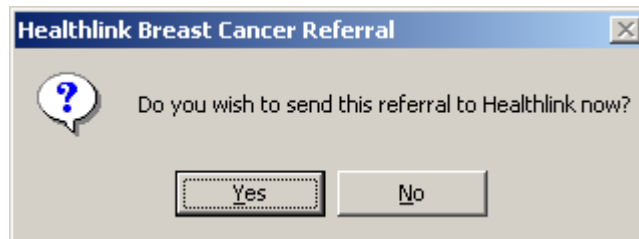
The "Social History" section is also expanded and contains:

- Drinker: [Dropdown] set to "No" with a red "X" icon.
- Units of Alcohol: [Spinner] with a red "X" icon, followed by "per week".
- Smoker: [Dropdown]
- Number of: [Spinner] with a red "X" icon, followed by "per day" and "Years" [Spinner] with a red "X" icon.

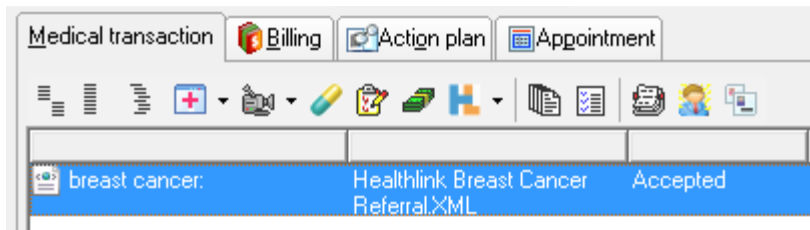
At the bottom, there is an "All HCR Data" button, a "Print" button, and "OK" and "Cancel" buttons.



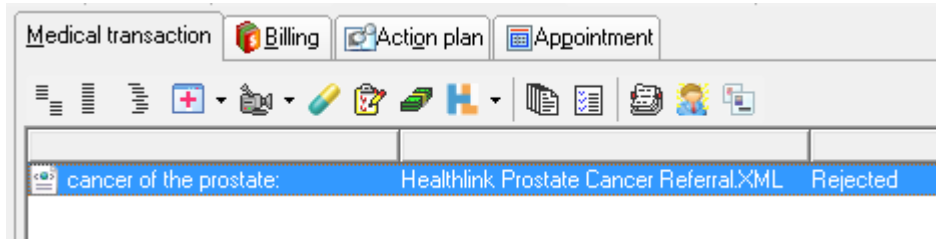
- Press OK to submit the referral. You will be asked 'Do you wish to send this referral to Healthlink now?'



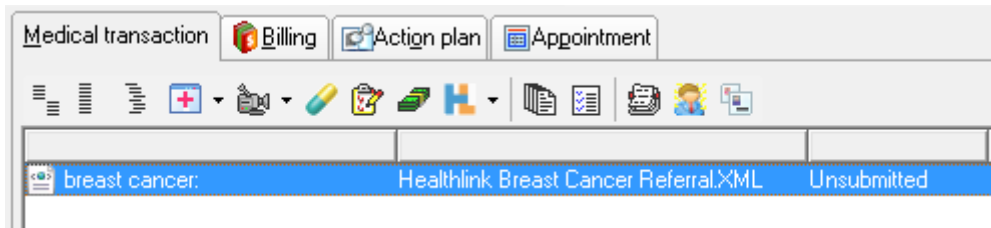
Select 'Yes' to send the referral. The referral is saved within the HCR with a status of 'Accepted' or 'Rejected'.







If you select 'No', and you have all the mandatory questions completed, the referral will be saved within the HCR and have a status of 'Unsubmitted'.



- The status of the referral, whether it has been accepted, rejected or unsubmitted is also displayed at the top of the referral when you open it from within the HCR.

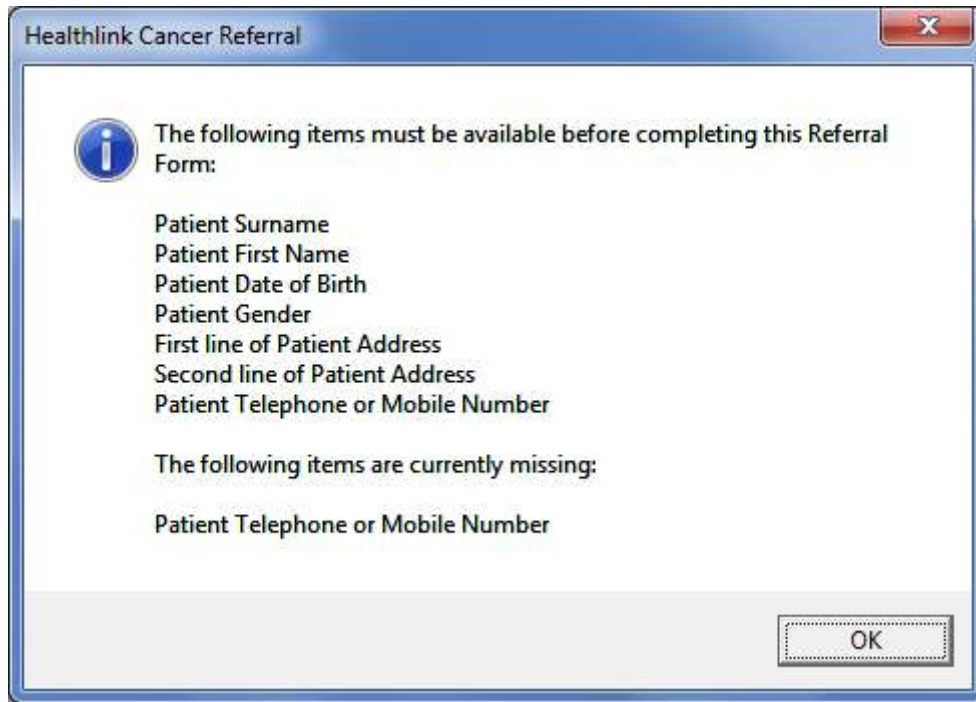
The screenshot shows a web application window titled "Healthlink Breast Cancer Referral". The main heading is "NATIONAL BREAST CLINIC REFERRAL FORM". In the top right corner, there is a logo for "nccp National Cancer Control Programme". Below the heading, the status "Status: Accepted" is displayed in a red box. The GP is listed as "Dr. Admin Admin".

The form is divided into several sections:

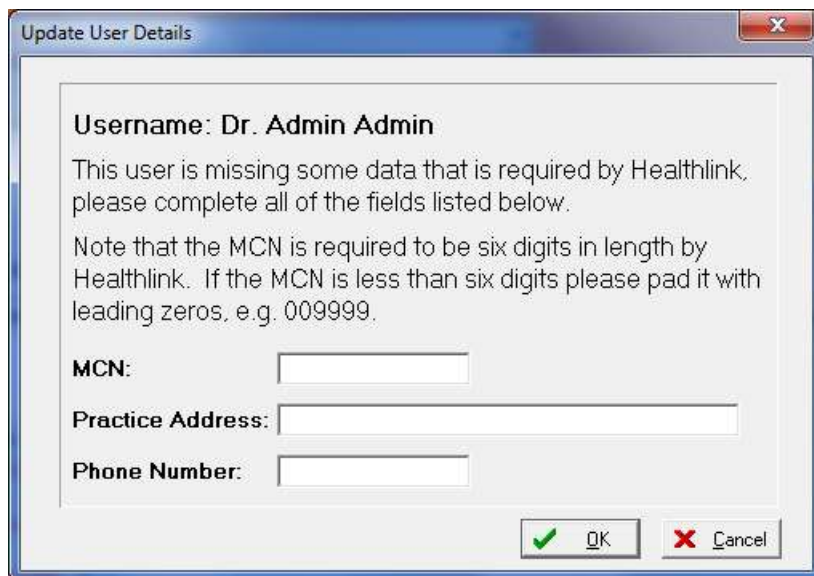
- Patient Details:** Includes fields for Patient Name, Date of Birth, Sex (set to "Female"), Pregnant (set to "Unknown"), Public Hospital, and Private Hospital.
- Healthlink Patients:** Includes fields for First Name, Family Name, Date of Birth, and MRN.

At the bottom of the form, there is a table with the following columns: First Name, Family Name, DOB, Sex, Address 1, Address 2, Address 3, Address 4, and MRN. The table is currently empty. At the bottom right of the window, there are "OK" and "Cancel" buttons.

- In order to successfully submit a referral, the following patient details are required to be completed: Surname, First Name, Date of Birth, Gender, Address, Locality and Telephone Private or Telephone Mobile. If any of these fields are not complete, you will be prompted to complete them before launching a referral.

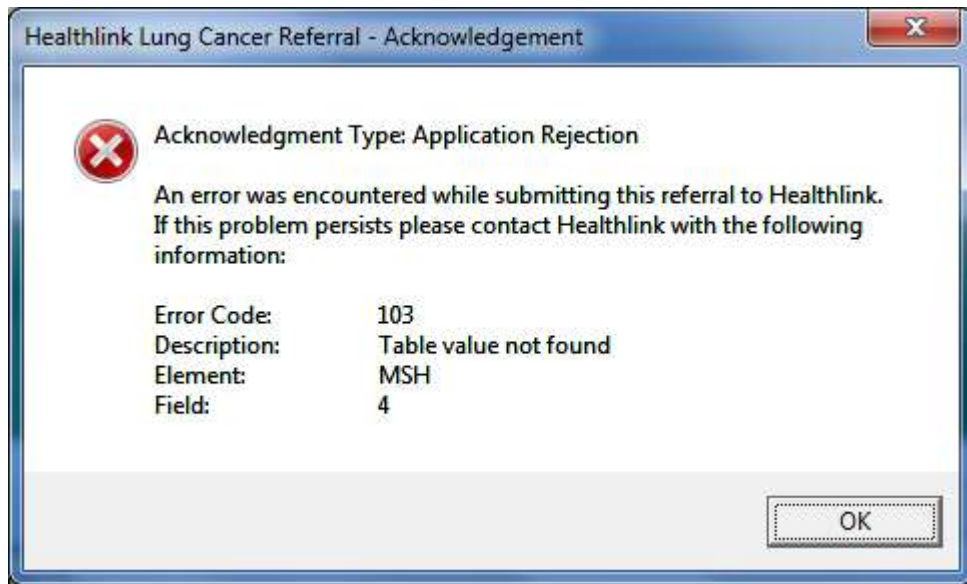


10. In order to submit a referral, the Medical Council Number must be completed. If this field is blank, or contains less than 6 digits you will see the following screen when you launch a referral.



The information that you enter on this screen is saved within the User Db.

If you get the following rejection message with an error code of 103, when you attempt to submit the referral, the Medical Council Number is incorrect.



To edit the Medical Council Number, open the User Db and navigate to the professional information section for the user. The Medical Council Number should be 6 digits in length. If your number is less than 6 digits precede your number with 0's. Alternatively enter the necessary details when you first launch a referral.

Professional Information

Login name:

Password:  Confirm:

Phone: Phone number (1)

Address:

Postal code:  Town:

Medical speciality:

Langue:

Professional Registration N° :

Contractual arrangement :

Prescriber ID :

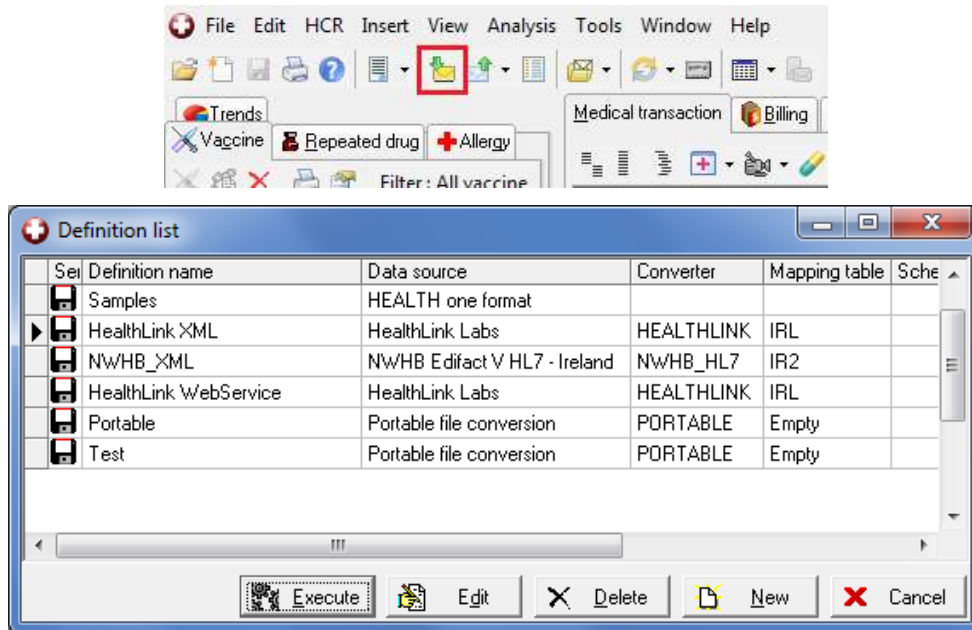
## Downloading the Referral Responses

1. Navigate to the HealthLink website.
2. Log in with your details.

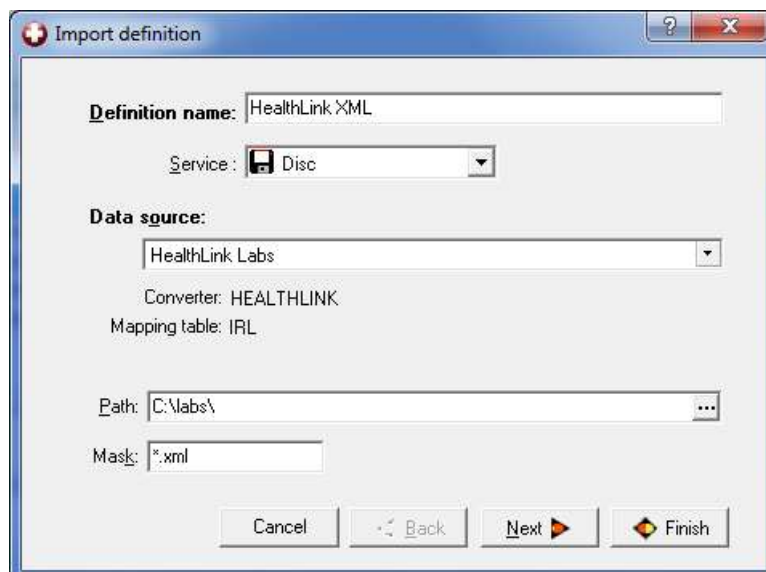
3. Within unprocessed messages, tick the responses that you wish to download and select export selection.
4. The responses are saved as an XML file on your local machine.

## Integrating Referral Responses

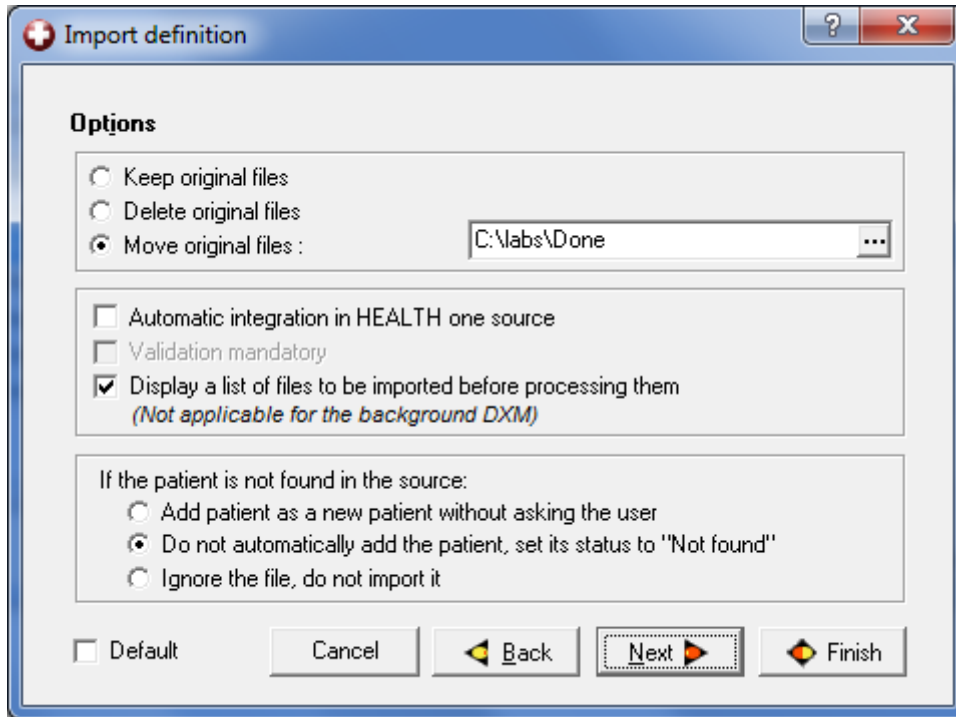
1. Launch the DXM. The Definition List is displayed.



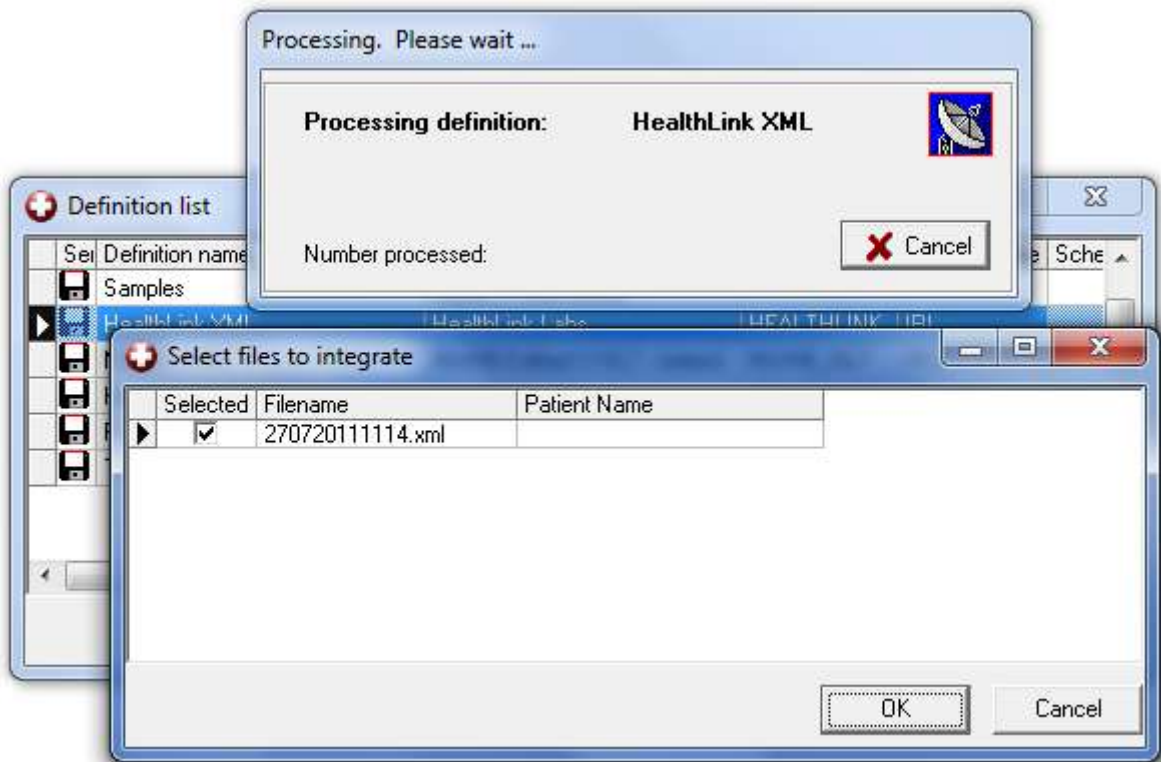
2. If you do not have the definition setup, click New. The Import Definition is displayed.
  - a. Enter a definition name.
  - b. Select Disc for Service.
  - c. Select HealthLink Labs for Data Source.
  - d. For Path select the location/folder on your computer where the labs are saved when you download them from HealthLink.



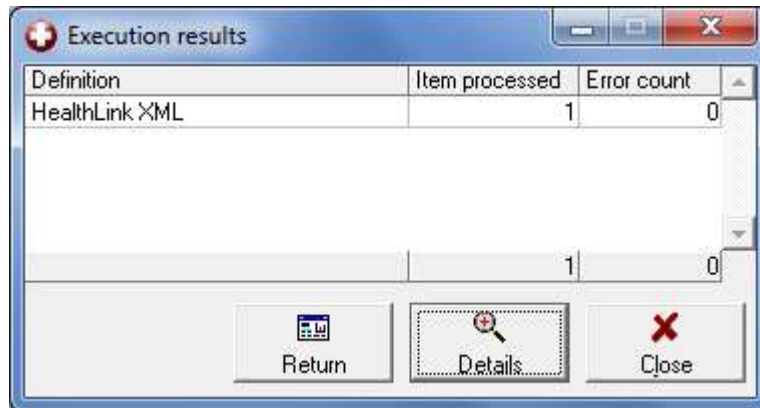
Click Next. The Options are displayed. Select a destination folder for labs that have been integrated. Click Finish.



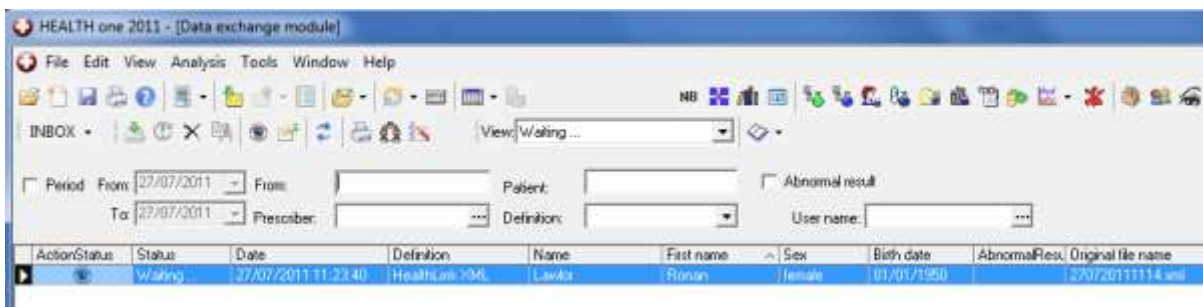
3. Highlight your definition within the list. Click Execute. The files are processed and the files to integrate are displayed.



- Select the files you wish to integrate and click OK. The Execution Results are displayed.

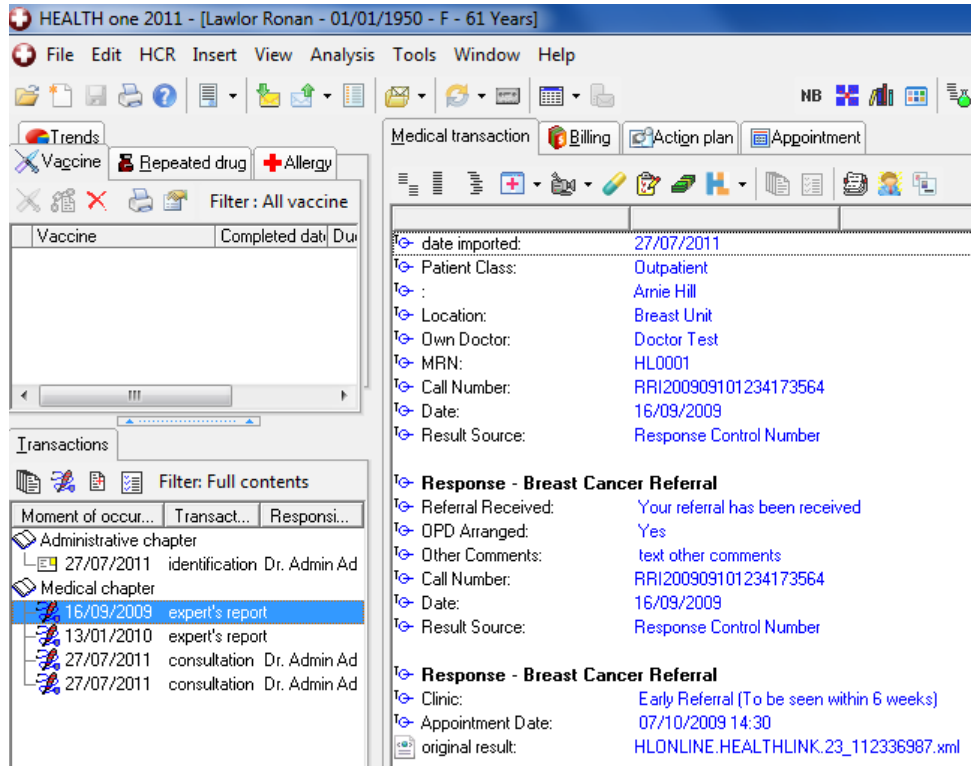


- Click Details. The files to integrate are displayed. Right click on the file that you wish to integrate and click integrate.





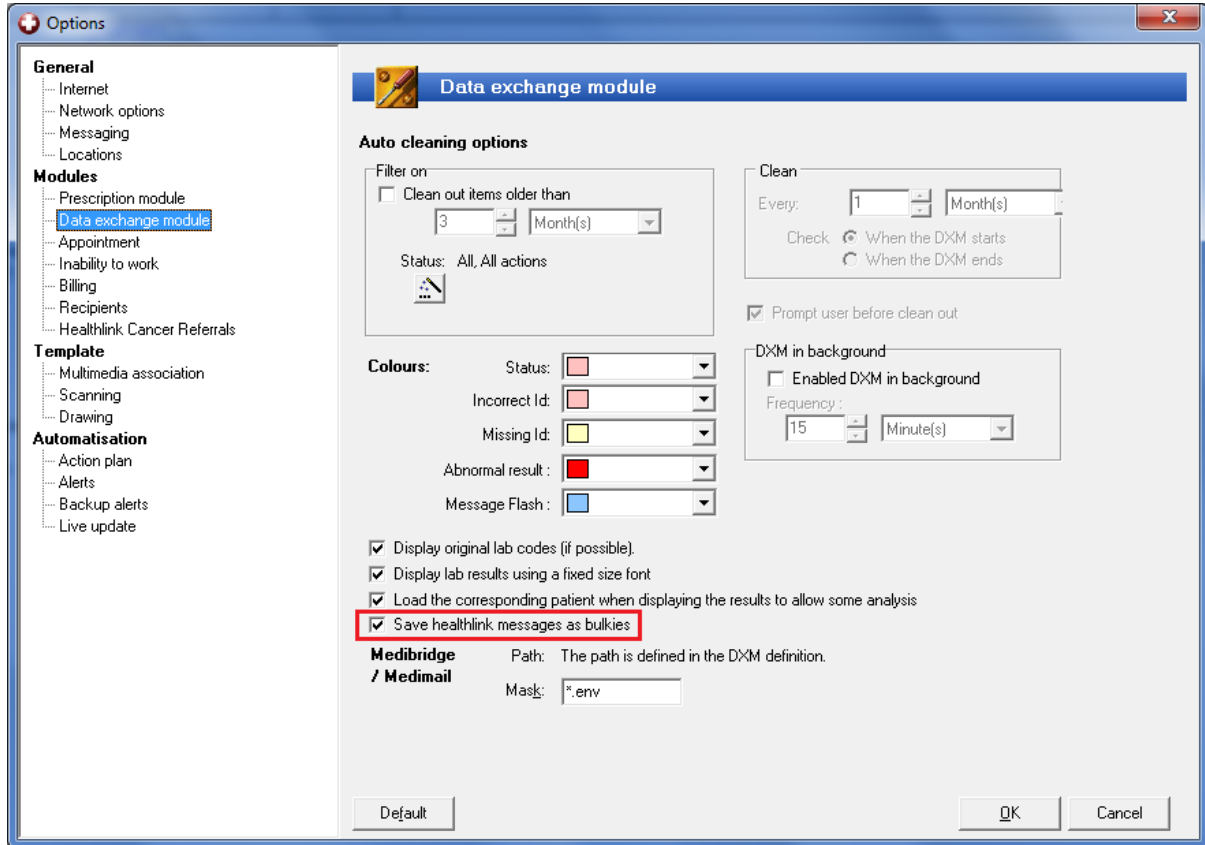
6. The file is removed from the list and the referral response appears within the patients HCR.



7. At the bottom of the referral response, the .xml file is listed. Double click on this to open



- You can enable/disable this .xml file from being saved within the response. Open options and go to the Data exchange module section. Un-tick the option 'Save healthlink message as bulkies' and the .xml files will not be integrated with the response.



## Appendix

### HealthLink Referral Setup

#### Prerequisites

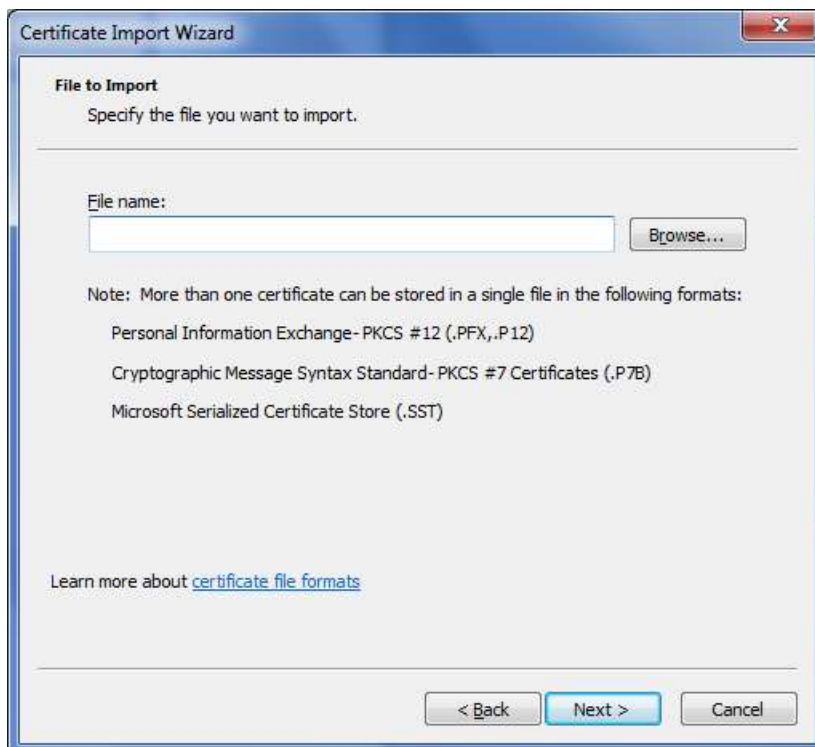
1. HealthOne version 7.1.7.1348 or higher.
2. HealthLink security certificate (.pfx file). This must be installed on all computers that are used to refer patients.
3. HealthLink password for the security certificate.
4. HealthLink root certificate (.cer file). This must be installed on all computers that are used to refer patients.
5. HealthLink username and password to be entered into HealthOne.
6. An internet connection from the computer being used to refer the patient.

#### Installing the HealthLink Security Certificate (\*.pfx file)

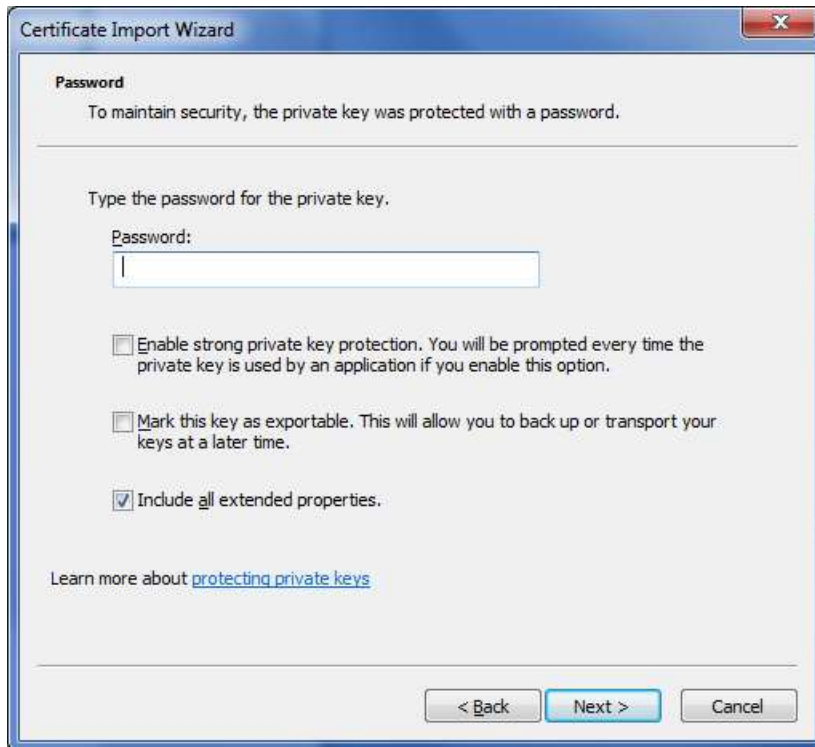
1. Double click on the supplied certificate. This will have the name username.pfx (where username is the name of the GP. The 'Welcome to the Certificate Import Wizard' is displayed.



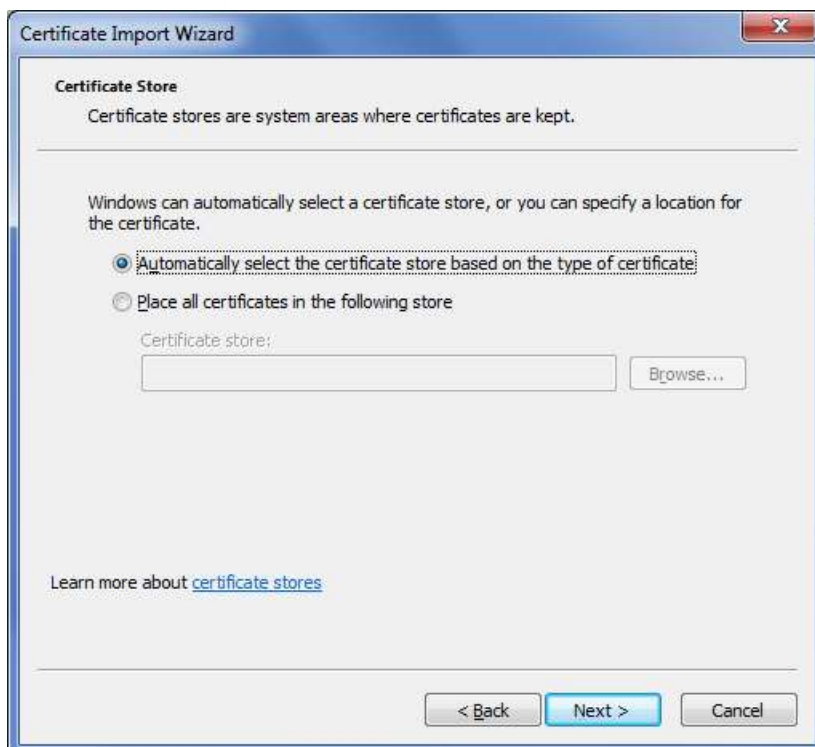
2. Click Next. The file name is listed.



3. Click Next. The password screen is displayed.



4. Enter the password as provided by HealthLink. Click Next.



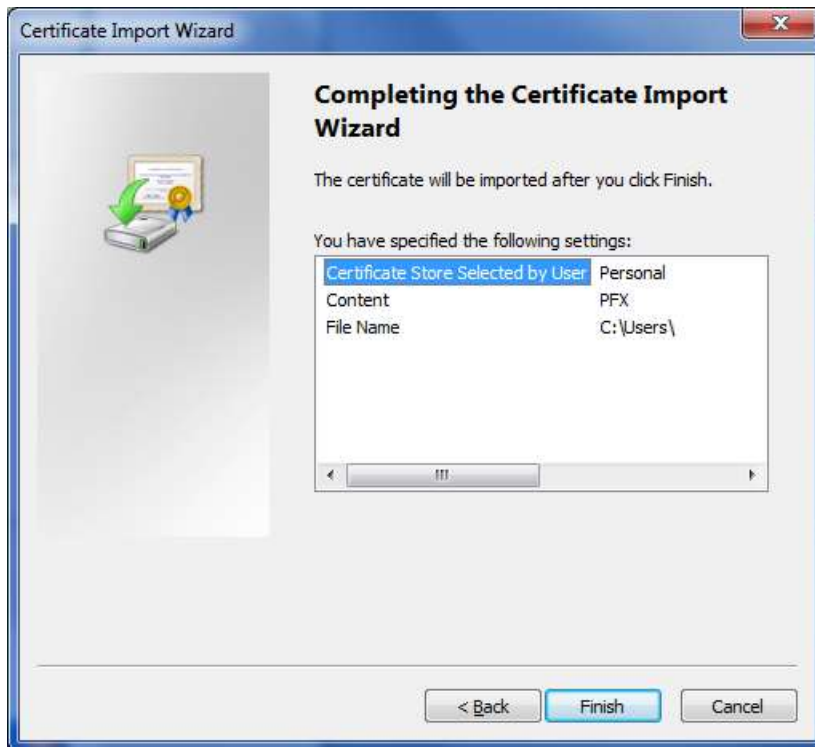
5. Tick the box 'Place all certificates in the following store'. Click 'Browse'. The Select Certificate Store screen is displayed.



6. Select 'Personal' and click OK.



7. Click Next. The 'Completing the Certificate Import Wizard' screen is displayed.



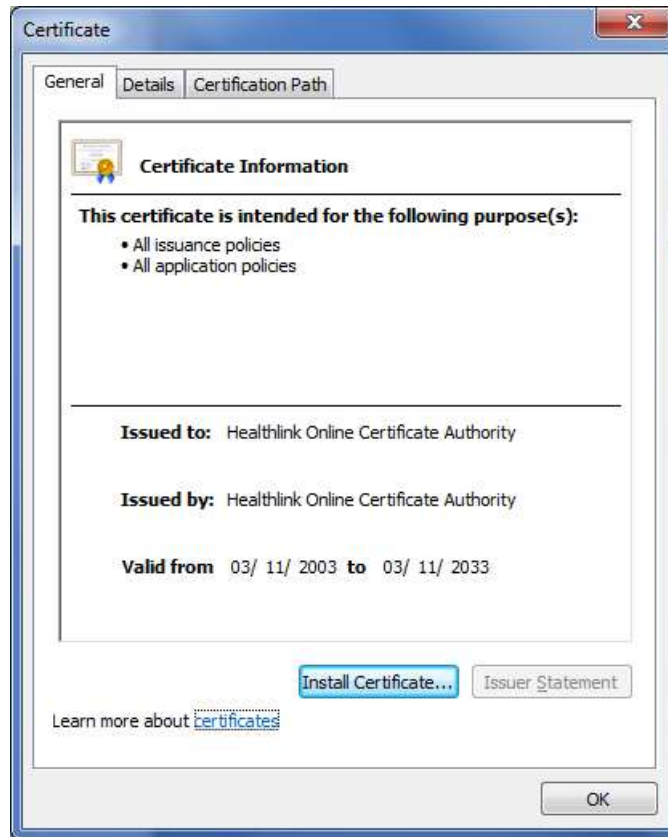
8. Click Finish. 'The import was successful' message is displayed.



9. Click OK.

### Installing the HealthLink Root Certificate (\*.cer file)

1. Double click on the supplied certificate. This will have a name similar to ca.cer. The certificate window is displayed.

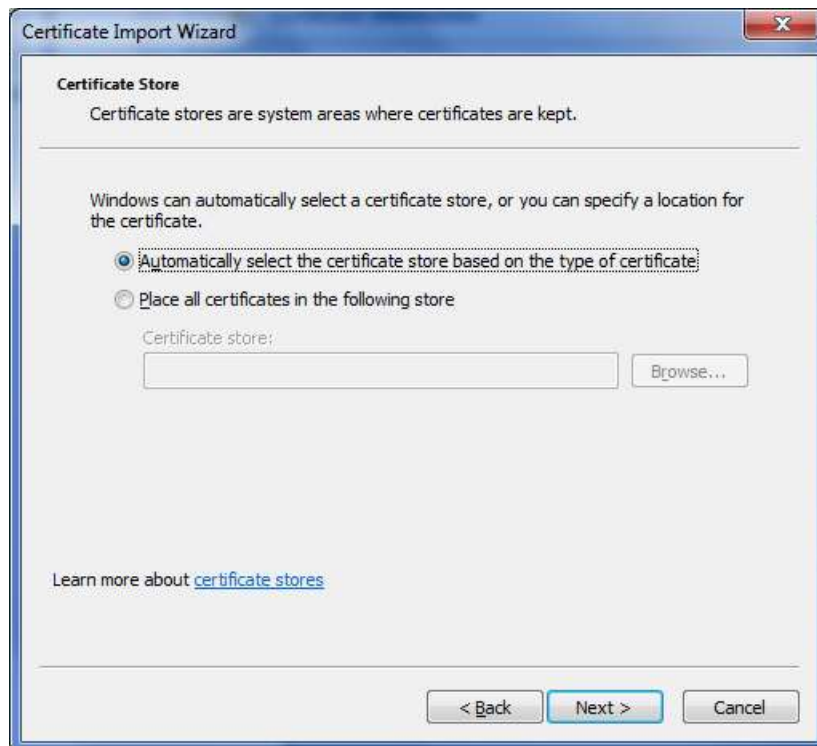


2. Click 'Install Certificate'. The 'Welcome to the Certificate Import Wizard' screen is displayed.





3. Click Next. The certificate store is displayed.



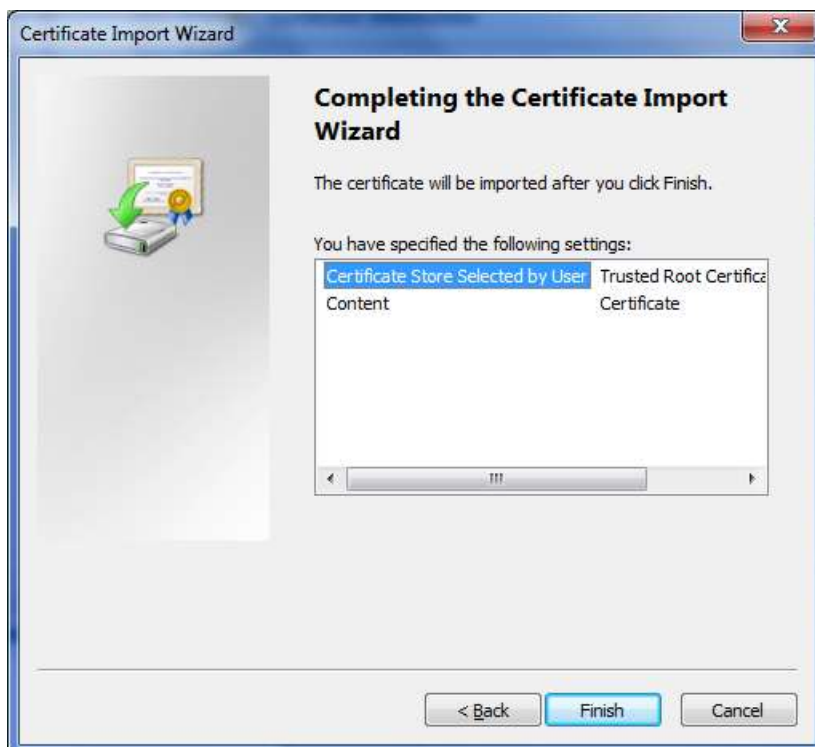
4. Tick 'Place all certificates in the following store'. Click 'Browse'. The 'Select Certificate Store' window is displayed.



5. Select 'Trusted Root Certification Authorities'. Click 'OK'.



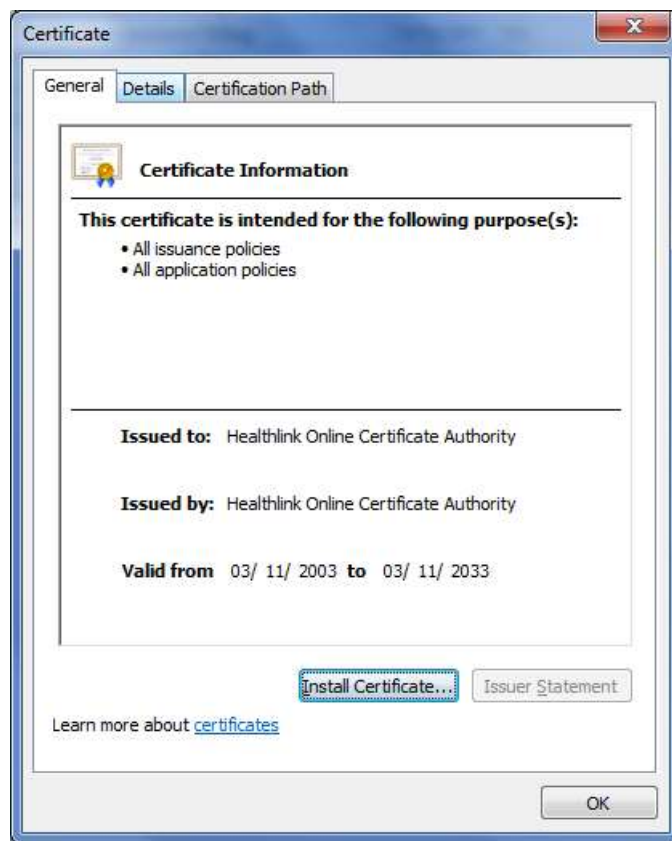
6. Click Next. The Completing the Certificate Import Wizard screen is displayed.



7. Click Finish. 'The import was successful' message is displayed.



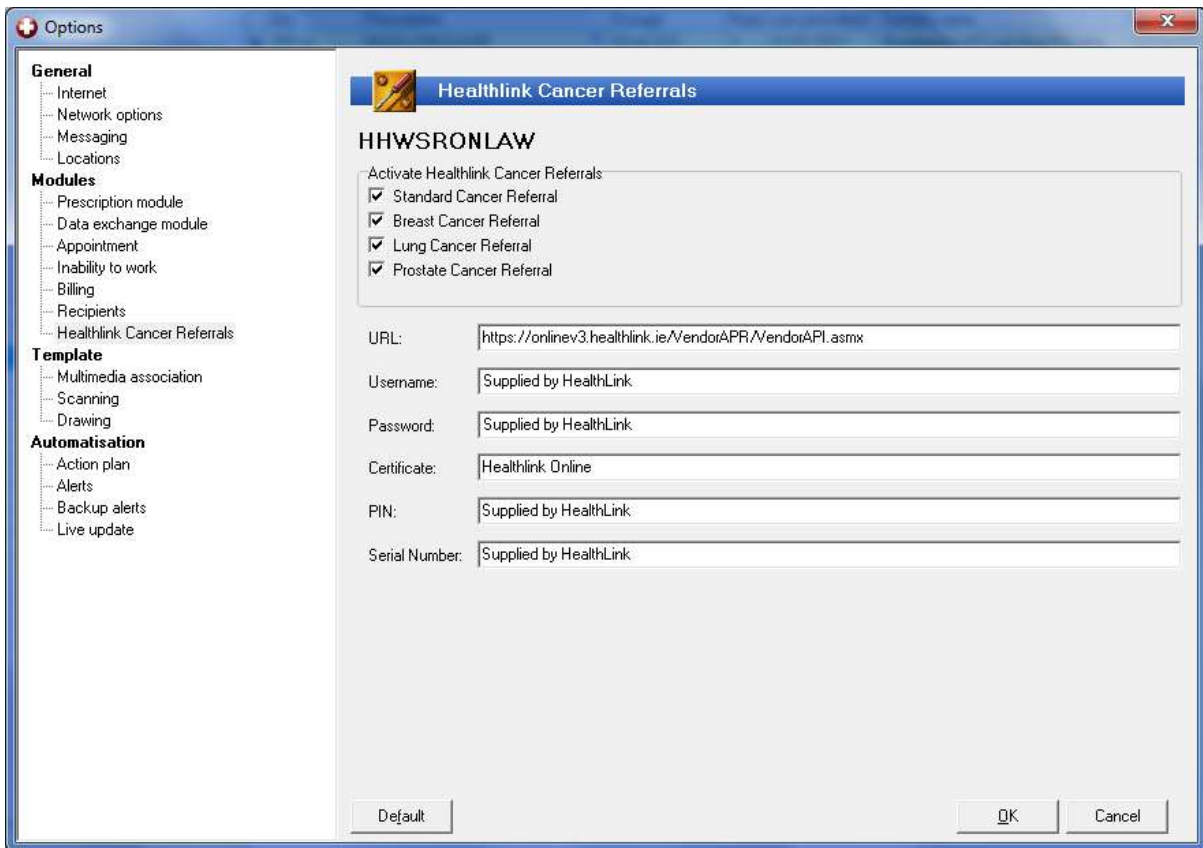
8. Click OK to close this message.



9. Click OK to close the certificate window.

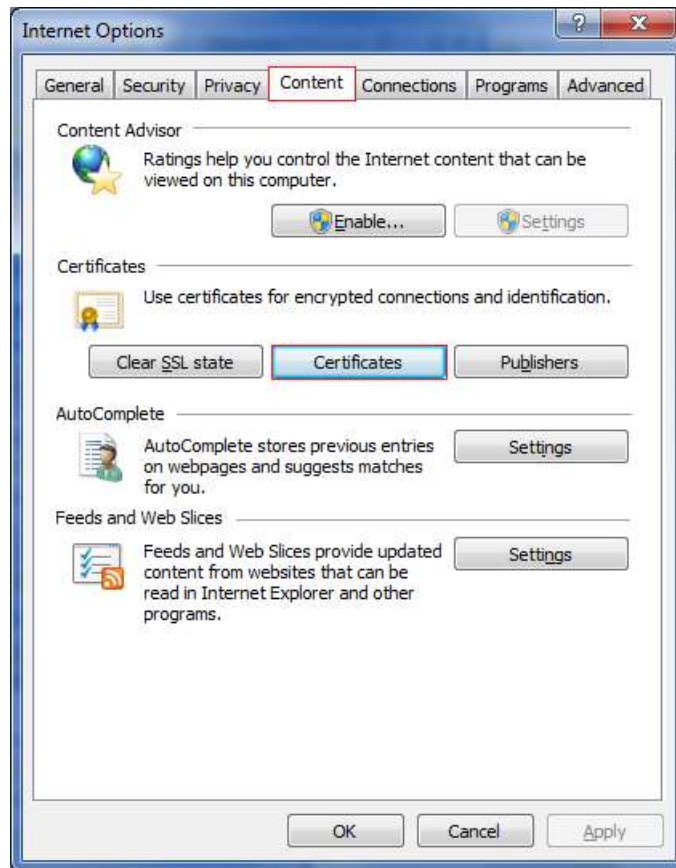
### Complete the details within HealthOne

1. In HealthOne navigate to Tools > Options > HealthLink Cancer Referrals.
2. Enter the details on the right as supplied by HealthLink.

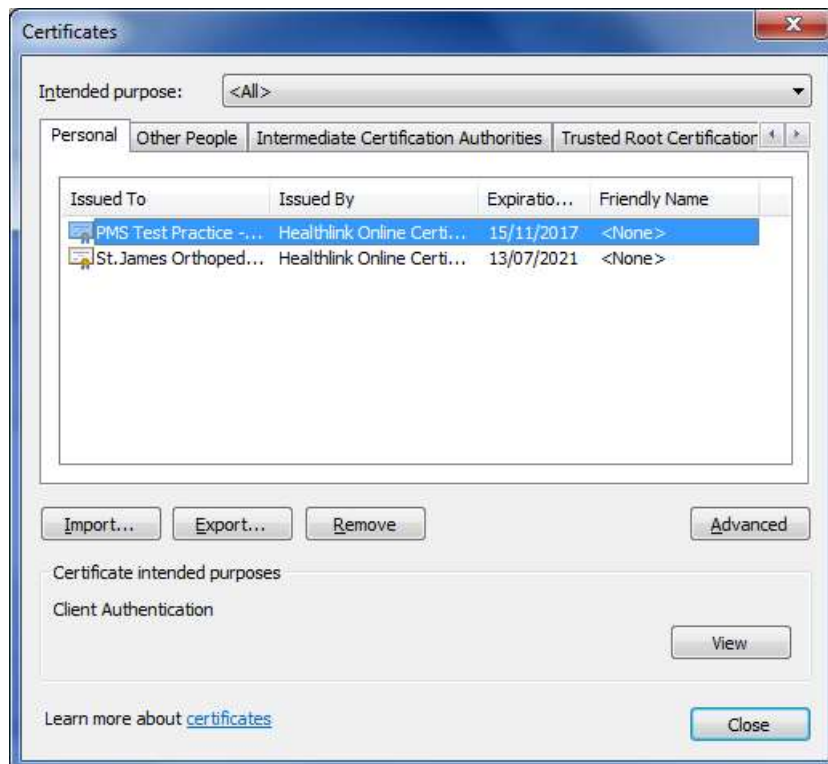


### View the HealthLink Certificate Details

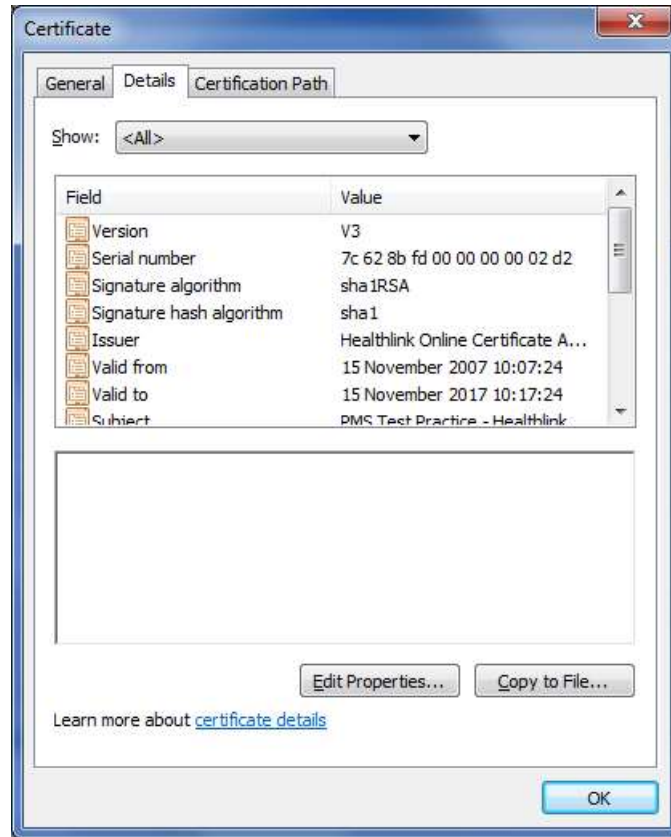
1. Open Internet Explorer and navigate to Tools > Internet Options > Content > Certificates.



2. The installed certificates are listed.



- To view the serial number for one of the certificates, double click the certificate and go to the details tab.



- Note:** Do not remove the certificate under normal circumstances. The online referral via HealthLink requires this certificate to be in place.