

# Adding Missing Information

An **ADD IN CLINICAL SYSTEM** option is available for each missing demographic item. By clicking on this option it will open the patient's demographic tab in the GP Clinical Software, in this example Best Practice.

**Edit patient**

Title: Mrs. Family name: Costello Given name: Kathleen Middle name: Preferred name: Kathleen Date of Birth: 3/11/1962 Age: 51 yrs Sex: Female Ethnicity: [Redacted] Address Line 1: 36 Reed Street Address Line 2: City/Suburb: Bendigo Postcode: 3552 Postal Address: City/Suburb: Postcode: Home phone: 03 12345678 Work phone: Mobile phone: Contact via: Consent to SMS reminder: [ ] Email: General notes: Appointment notes: [ ]

Health Identifier: HI Status: Medicare No.: 3500158281 IRN: 2 Expiry: 10/05 Pension/HCC No.: Expiry: 1/09/2014 Pension card type: DVA No.: Safety Net No.: Record No.: 789462 Patient ID: 16 Usual doctor: Dr. Ivor Cure Deny access to other users: [ ] Usual account: Schedule fee Health Ins. Fund: Health Ins. No.: Expiry: 1/09/2014 Religion: Head of family: Terrance Costello Next of kin: Emergency contact: Occupation: [ ]

[ ] Registered for CTG PBS Co-payment relief [ ] Inactive [ ] Deceased Date of death: 1/09/2014 Cause: [ ]

[ ] Update address of all family members [ ] Update address of all currently at original address

\* These name fields are used for Health Identifier lookups.

Referral details Bank account Medicare/DVA eligibility check Save Cancel

Image 5: Best Practice Edit Patient Screen