Demographic Tab Cleansing App

This tab displays any missing and completed items from the patients record related to their demographic information in their patient record in the GP application. Items that require actions are displayed on top and completed items at the bottom of the screen. Both can be hidden or displayed by clicking the hide/display link.
The items checked are:

- Address
- Contact (phone)
- Date of Birth
- Emergency Contact
- Ethnicity
- First Name
- Gender
- Last Name
- Medicare Number
- Next of Kin
- Postcode
- Suburb
- Private Health Insurance
- Email address
- Mobile phone number

In our example we have a patient with missing Email Address, Mobile Phone, Contact, Next of Kin, Emergency Contact and Ethnicity and Private Health insurance information – as displayed below:

Topbar allows the user to jump straight to the relevant field in the GP desktop application by clicking on the red circle _____ link on the screen. In our example a click on this link will open the demographic patient details screen in Medical Director and allow for immediate entry of the missing contact data:

Topbar also allows the user to defer prompts if it is decided that the action is not currently relevant by clicking on the button in the 'Defer' column. There are two options for deferred prompts, one will only defer the prompt for the user who clicked on defer. It will not defer the prompt for all Topbar users in the practice.

> ⊘ You have to be a Topbar user with administrative rights to defer prompts for all users. Normal users can only defer prompts for themselves.

Clicking on 'Defer Only Me' will not apply the deferring to all users, 'Defer For All' will suppress the chosen prompt for all Topbar users at your clinic.

By clicking on defer you will have the option to specify a defer duration, the prompt defaults to a 3 month period, however, it is possible to define a customised duration by nominating the end date.

Defer this notification? ✕

Defer until: 29/04/2020 📅

Defer Reason:

| | APRIL 2020 | |
| < | | > |

SUN	MON	TUE	WED	THU	FRI	SAT
29	30	31	1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	**29**	30	1	2
3	4	5	6	7	8	9

Users can enter in an 'Optional Reason' for deferring the prompt. If a reason is entered you can hover your mouse over the 'Deferred until' section to view the reason.

Defer this notification? ✕

Defer until: 29/04/2020 📅

Defer Reason: still setting up her email

Defer For All   **Defer Only Me**

Once a prompt has been deferred, Topbar will show if it has been applied to all users or only to the current user:

Deferred   **Undefer**

Email Address   Deferred until: 29/04/2020, Just Me   ⊙

All users:

Deferred		Undefer
Email Address	Deferred until: 29/04/2020, All Users	⊙

By clicking on the **UNDEFER** option, the prompt will be active again. After updating the missing data Topbar will update the Cleansing prompts automatically.

Completed

Item	Value
Last Name	Andrews
First Name	Maureen
Date of birth	23 Jun 1942
Gender	Female
Address	3 Best St
Suburb	St. Kilda
Postcode	3107
Medicare Number	2294724171
Ethnicity	Aboriginal
Private Health	0