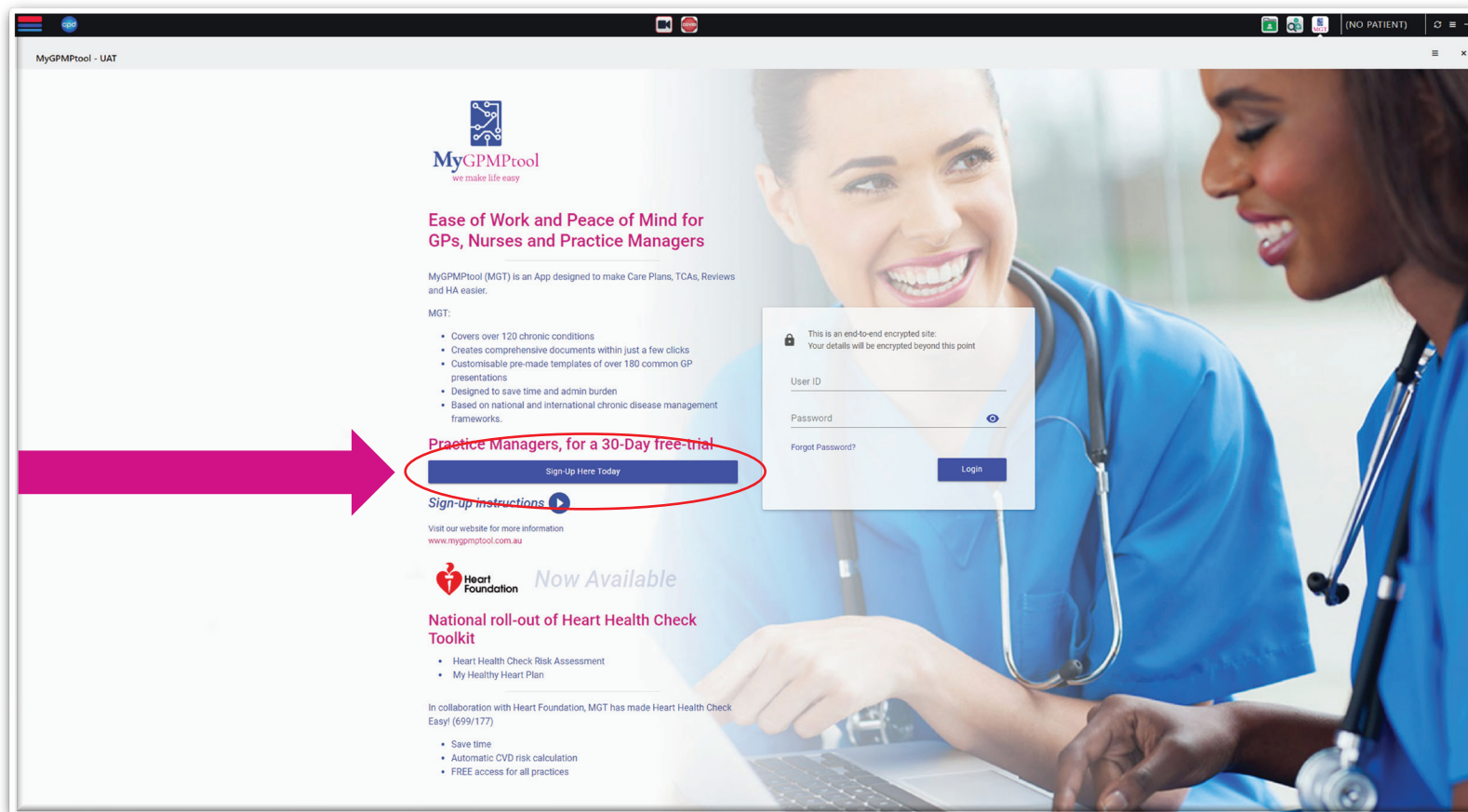




MyGPMPtool
we make life easy

SIGNUP INSTRUCTIONS

STEP-1




The screenshot shows the MyGPMPtool website. The main heading is "Ease of Work and Peace of Mind for GPs, Nurses and Practice Managers". Below this, there is a list of features and a "Sign-Up Here Today" button. A red circle highlights the "Sign-Up Here Today" button, and a red arrow points to it from the left. A login form overlay is visible on the right side of the page, containing fields for "User ID", "Password", and "Forgot Password?", along with a "Login" button. The website also features a section for the "National roll-out of Heart Health Check Toolkit" in collaboration with the Heart Foundation.

STEP-1

- ▶ Log in to Topbar as an administrator
- ▶ Click MGT Icon
- ▶ Click the Sign-up link as shown

STEP-2

This is an end-to-end encrypted site: your details will be encrypted beyond this point


Create an Organization

Organisation Name* ABN No*

Email* ACN No

Telephone* Fax

Password* Confirm Password*


Search Address

Street Address* Suburb*

State* Country*

Postcode* Website

I Agree Terms & Conditions

I'm not a robot 

Have an account? [Sign In](#)

STEP-2

- ▶ Fill the form
- ▶ Get ready with ABN (ACN is not mandatory)
- ▶ The Logo is not mandatory – you can upload your logo later if you want
- ▶ **Remember the password-This is your password to login**

STEP-3

Terms & Conditions

MYGPMPTOOL (MGT) PLATFORM AUTHORISED USER TERMS AND CONDITIONS

1. GENERAL

1.1 The MYGPMPTOOL (MGT) Platform is operated by GPMP Australia Pty Ltd (ACN 637 797 669) (GPMP, we, our or us).

1.2 By using, browsing or accessing the MYGPMPTOOL (MGT) Platform, you acknowledge that you have read, understood and accept these Authorised User Terms and Conditions (Agreement), together with our Privacy Policy, and agree to abide by them. If you do not accept this Agreement, you must not access and use the MYGPMPTOOL (MGT) Platform, and you will not be able to access or otherwise use Content provided by the MYGPMPTOOL (MGT) Platform to users.

1.3 In this Agreement, User, you and your means the person authorised by the Customer to access and use the MYGPMPTOOL (MGT) Platform, and whose details are listed in the Account (and includes anyone acting on your behalf or with your express or implied authority).

2. REGISTRATION AND ACCESS

2.1 We do not charge you a fee to access and use the MYGPMPTOOL (MGT) Platform.

2.2 To access and use the MYGPMPTOOL (MGT) Platform, you must be registered by the Customer who will create and setup an account on your behalf on the MYGPMPTOOL (MGT) Platform (Account). Your Account will be operated by a username and password (Password) which can be changed any time

STEP-3

► Read and accept our terms and conditions

...any and all laws, regulations, and the requirements, rules, regulations, codes and policies relating to the handling of Personal Information applicable to the jurisdiction in which the user is located.

(q) Privacy Policy means our privacy policy available at www.MyGPMPtool.com.au/MYGPMPTOOL or any other internet site notified by us from time to time, which is incorporated into this Agreement.

(r) Relevant Laws means any relevant rules of common law, principles of equity, international, federal, state and local laws, statutes, rules, regulations, proclamations, ordinances and by-laws and other subordinate legislation, rulings, or legal requirements and Privacy laws, anywhere in the world.

(s) Third Party Products means software, products, services or content (including all Intellectual Property contained therein) that: (i) are provided by third parties; (ii) interoperate with the MYGPMPTOOL (MGT) Platform; and/or (iii) may be identified as third party products. For example, the Topbar Platform.

(t) Third Party Providers means a supplier of Third Party Products.

(u) User Data has the meaning in clause 4.1(a).

(v) we, our or us means GPMP Australia Pty Ltd (ACN 637 797 669), and where the context permits, includes our Personnel and Affiliates.

(w) Website refers to the following <https://www.MyGPMPtool.com.au/MYGPMPTOOL>.

(x) User, you or your has the meaning in clause 1.3.

Decline

Accept



STEP-4



Dear Test demo ,

Thank you for registering with MyGPMPtool (MGT).

Please confirm your email address to complete the registration with MGT.

Verify Your Email Address

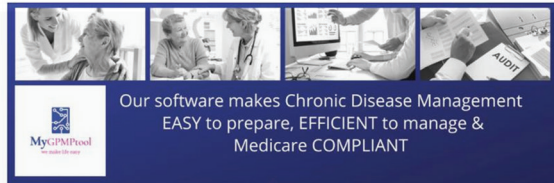
If you did not make this registration request, reply to this mail to let us know. This link is only valid for the next **24 hours**.

Thanks.
MyGPMPtool Support Team.

STEP-4

- ▶ You will get your verification email into your email inbox
- ▶ Check your spam; if it is in the junk/ spam folder, first move to inbox
- ▶ Then verify
- ▶ You can verify the link only once; if you try to verify again, it will throw an error

STEP-5



Dear Test demo

Your MGT User ID is **PMTE0008**

(Remember this is admin ID, you cannot use this to create CDMs)

Next steps

1. Login to add subscription (Heart Health Check Subscription is Free).
2. Create user accounts for GPs and Nurses.

Important contacts:

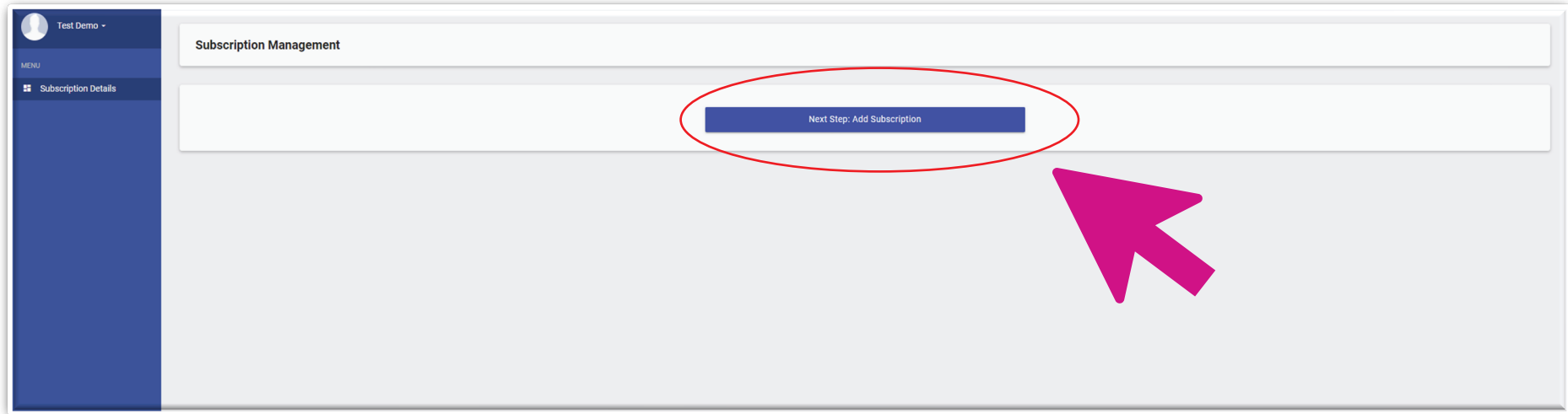
Any technical support should be emailed



STEP-5

- ▶ After you verify your email, you will get another email with your user ID
- ▶ This is the admin(PM) user ID
- ▶ Use this ID to login and complete the next steps

STEP-6



STEP-6

- ▶ Click 'add subscription.'
- ▶ If you have selected the "Heart Health Check (HHC) plan, you will be taken to user management directly
- ▶ Make sure you have the bank details ready

STEP-7

Terms & Conditions

1. Introduction

1.1.1. This MYGPMPTOOL (MGT) Software-as-a Service Subscription Agreement (agreement) is made between GPMP Australia Pty Ltd (ACN 637 797 669) (GPMP) and the person or entity listed in the Account Login page (Customer).

1.1.2. This agreement, the Privacy Policy and the Authorised User Terms and Conditions govern the Customer's access to, and use of, the MYGPMPTOOL (MGT) Platform and Services, which are made available through the Website on a subscription basis.

1.1.3. Upon the Customer accepting the terms and conditions of this agreement, the Customer will use the Access Portal to create a unique account (Customer Account) for the Customer to use during the Subscription Term.

1.1.4. The Account will be operated by a username (Customer Username) generated by the MYGPMPTOOL (MGT) Platform and issued to the Customer by GPMP and a password (Customer Password) created by the Customer. The Customer may change their Password online at their convenience using the Access Portal.

2. User subscriptions

2.1. Use of MYGPMPTOOL (MGT) Platform by Authorised Users

2.1.1. Subject to the terms of this agreement, the Customer is granted a non-exclusive, revocable, personal, non-transferable and non-sub-licensable licence to permit the Authorised Users to access and use the MYGPMPTOOL (MGT) Platform and the Services during the Subscription Term solely for its business purposes.

2.1.2. The Customer will not acquire, or be entitled to, any rights other than those rights expressly set out in this agreement.

25.2.2. no provision of this agreement will be construed to the disadvantage of a party merely because that party was responsible for preparing this agreement or including the provision in this agreement;

25.2.3. the singular includes the plural and vice versa;

25.2.4. a gender includes all genders;

25.2.5. a party means a party to this agreement;

25.2.6. where a word or phrase is defined, its other grammatical forms have a corresponding meaning;

25.2.7. a person (including a party) includes:

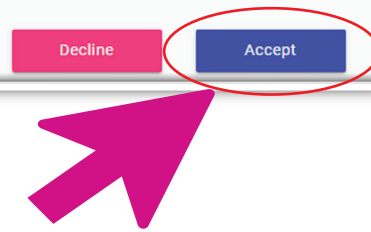
25.2.7.1. an individual, GPMP, other body corporate, association, partnership, firm, joint venture, trust or government agency; and

25.2.7.2. the person's successors, permitted assigns, substitutes, executors and administrators;

25.2.8. the word 'including' or similar, is not intended as a term of limitation;

25.2.9. all monetary amounts are expressed in Australian Dollars (\$AUD) unless expressly stated otherwise; and

25.2.10. parties must perform their obligations on the dates and times fixed by reference to Melbourne, Victoria.



STEP-7

▶ You will be asked to review and accept the SaaS agreement

STEP-8

INTEGRATED WITH TOPBAR-MONTHLY

License/User: \$ 59

Service Amount: \$ 0

Billing Cycle: **Monthly**

1. Price is indicated as ex-GST
2. You will not be charged for the first 30-day FREE trial period.
3. Invoices will be generated on 24th.
4. Direct debit payments will be deducted from your bank within 3 working days following the invoice.
5. After 3 failed direct debit attempts your account will be cancelled.
6. You can upgrade to yearly plan any time
7. Your upgrade to yearly plan will be effective from your next billing cycle
8. Unless informed otherwise, your subscription will be auto-renewed after each billing cycle

Number of GPs	Price
1	\$59 / month
Up to 2	\$85 / month
Up to 5	\$160 / month
Up to 10	\$210 / month
Up to 15	\$260 / month
Over 15	\$385/ month

Select

NON-INTEGRATED-YEARLY

License/User: \$ 39

Service Amount: \$ 0

Billing Cycle: **Monthly**

1. Price is indicated as ex-GST
2. You will not be charged for the first 30-day FREE trial period.
3. Invoices will be generated on 24th.
4. Direct debit payments will be deducted from your bank within 3 working days following the invoice.
5. After 3 failed direct debit attempts your account will be cancelled.
6. You can downgrade to monthly plan after 12 months.
7. Unless informed otherwise, your subscription will be auto-renewed after each 12 months period.
8. Early cancellation fees apply

Number of GPs	Price
1	\$39 / month
Up to 2	\$65 / month
Up to 5	\$140 / month
Up to 10	\$190 / month
Up to 15	\$240 / month
Over 15	\$365/ month

Select

NON-INTEGRATED-MONTHLY

License/User: \$ 49

Service Amount: \$ 0

Billing Cycle: **Monthly**

1. Price is indicated as ex-GST
2. You will not be charged for the first 30-day FREE trial period.
3. Invoices will be generated on 24th.
4. Direct debit payments will be deducted from your bank within 3 working days following the invoice.
5. After 3 failed direct debit attempts your account will be cancelled.
6. You can upgrade to yearly plan any time
7. Your upgrade to yearly plan will be effective from your next billing cycle
8. Unless informed otherwise, your subscription will be auto-renewed after each billing cycle

Number of GPs	Price
1	\$49 / month
Up to 2	\$75 / month
Up to 5	\$150 / month
Up to 10	\$200 / month
Up to 15	\$250 / month
Over 15	\$375/ month

Select

No. of User(s)*

1

If you require more than 25 user licenses, please contact support@mygpmpptool.com.au

Buy Now

STEP-8

Remember to select your correct subscription type

HHC Integrated with Topbar:

- ▶ You will be able to do heart health Checks only
- ▶ You are linked to BP/MD through Topbar

HHC Non-integrated:

- ▶ You will be able to do heart health Checks only
- ▶ You are NOT linked to BP/MD

Integrated with Topbar-Yearly:

- ▶ Your Full functional MGT account for unlimited CDMs
- ▶ You are linked to BP/MD through Topbar
- ▶ Yearly commitment- early termination fees applied

Integrated with Topbar-Monthly

- ▶ Your Full functional MGT account for unlimited CDMs
- ▶ You are linked to BP/MD through Topbar
- ▶ No yearly commitment

STEP-9

GPMP Australia Pty Ltd

Set up a Direct Debit Request with GPMP Australia Pty Ltd

Topbar-Monthly

Company Name
Test demo

Email
contact@mygpmpptool.com.au

Account holder Name

Your BSB Number*

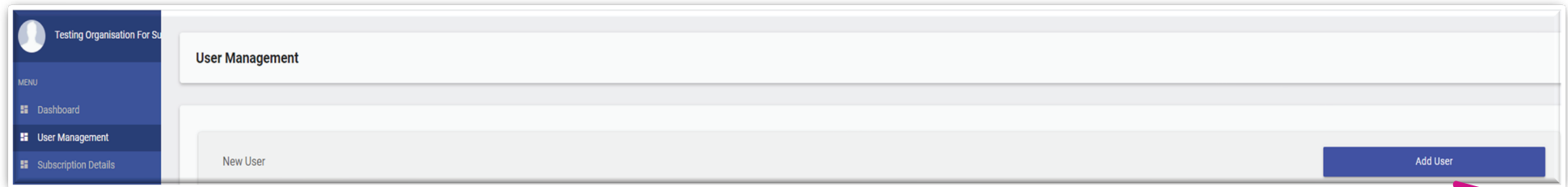
Your Account Number*

[Back](#) [Setup Direct Debit Payment](#)

STEP-9

- ▶ Fill in the direct debit details (Not for Heart Health Check plans)

STEP-10

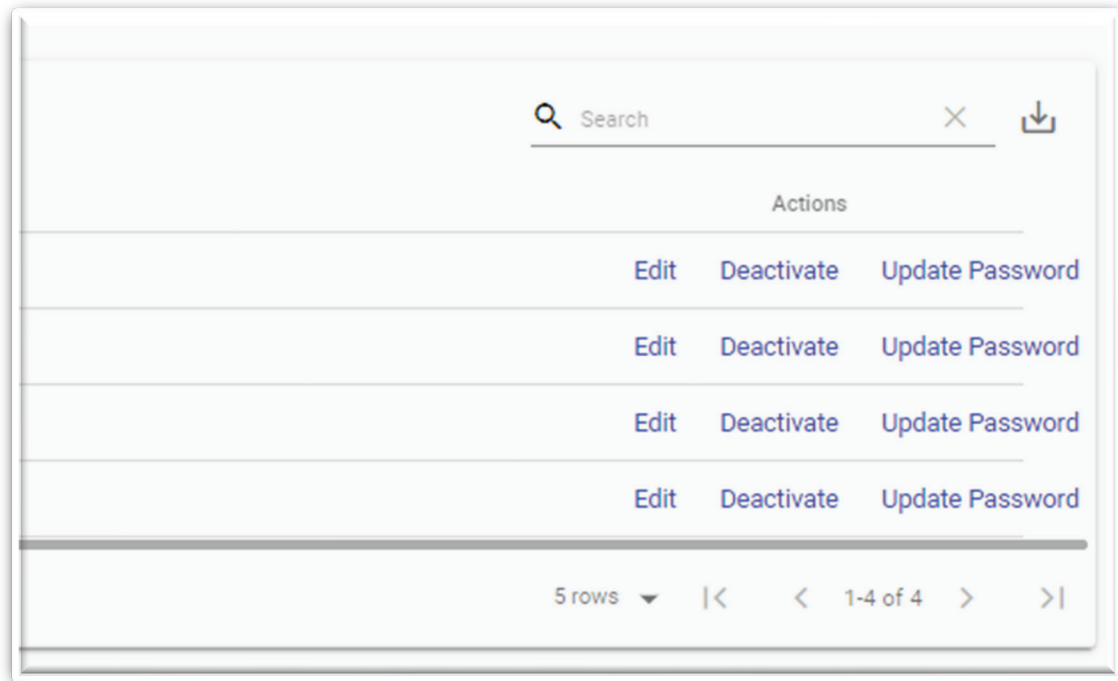
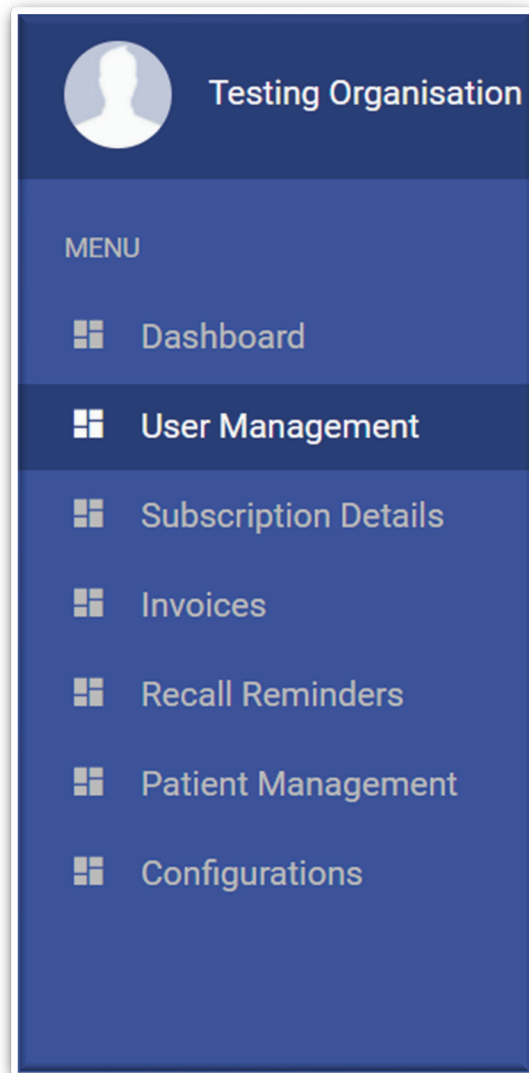


The 'User' form is shown with a dropdown menu for 'Role' open, displaying 'GP' and 'Nurse' options. The form fields include 'First Name', 'Surname', 'Password*', and 'Confirm Password*'. The 'Surname' and 'Password*' fields have red error messages: 'Field is required'. A pink arrow points to the 'Submit' button.

STEP-10

- ▶ Remember to add correct details for your GPs since, once submitted, and you cannot change it.
- ▶ Have your GPs Provider number and AHPRA number ready
- ▶ AHPRA number is not needed for nurses

STEP-11



STEP-11

- ▶ As a practice manager, you can manage your user accounts
- ▶ You can create users
- ▶ You can deactivate the GPs who are no longer working and create a new GP user account.

STEP-12

The screenshot displays a user management interface. A table lists users with columns for ID, Name, Role, Status, and Action. The 'Action' column contains 'Edit', 'Deactivate', and 'Update Password' buttons. A callout box highlights the 'Update Password' button for the first user. A pink arrow points to the 'Update Password' button in the table.

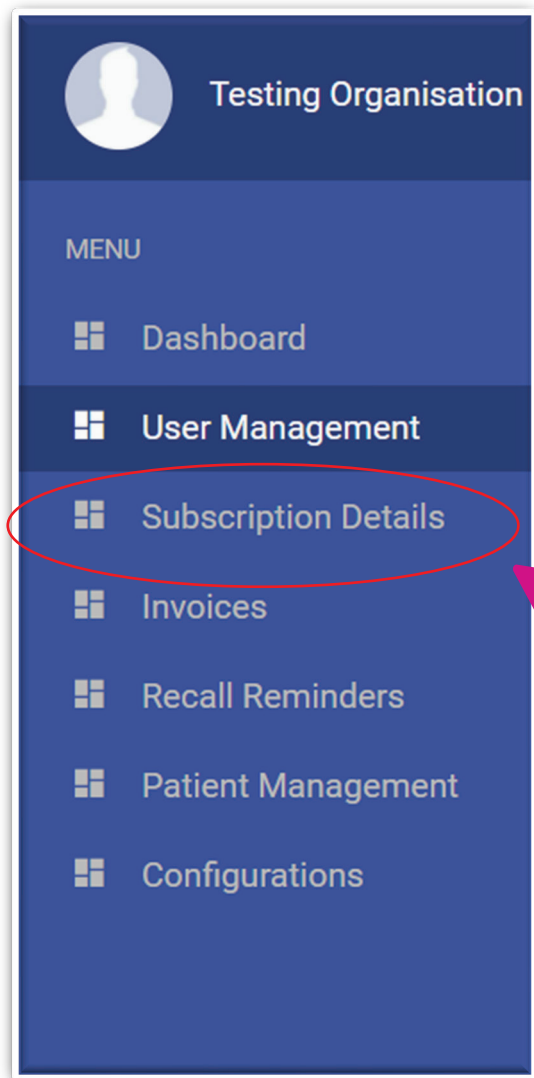
NURE0001	Rebecca Testling	Nurse	Active	Edit Deactivate Update Password
GPTE0003	Test Doctor 1 For Subscription	GP	Active	Edit Deactivate Update Password

5 rows 4 of 4 > >|

STEP-12

- ▶ Practice managers can manage users' passwords
- ▶ You can update the users' password here
- ▶ When the user click 'forgot password', PM will get an email to reset the password

STEP-13



STEP-13

- ▶ Purchase additional GP user licenses through subscription details

**Now it is time to learn to use MGT.
MGT is simple to learn. It is designed for self learning with minimal assistance**

MyGMPtool

This app is requesting to access patient's data [Allow](#) [Deny](#)

MyGMPtool
we make life easy

Ease of Work and Peace of Mind for GPs, Nurses and Practice Managers

MyGMPtool (MGT) is an App designed to make Care Plans, TCAs, Reviews and HA easier.

MGT:

- Covers over 120 chronic conditions
- Creates comprehensive documents within just a few clicks
- Customisable pre-made templates of over 180 common GP presentations
- Designed to save time and admin burden
- Based on national and international chronic disease management frameworks.

Sign Up for a 30-day free-trial is available via Practice Manager's Topbar

Visit our website for more information
www.mygmpool.com.au

Heart Foundation

National roll-out of Heart Health Check Toolkit

This is an end-to-end encrypted site.
Your details will be encrypted beyond this point.

User ID

Password

[Forgot Password?](#)

[Login](#)

We're Online!
How may I help you today?

- ▶ You will find your virtual training assistant here
- ▶ Join our webinars for further training (webinar links will be published through the virtual assistant)
- ▶ Or simply reach out to us through here



MyGPMPtool

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