# **GoShare Plus Guide**



To use GoShare Plus you need to be licensed and have credits in your GoShare account. Please contact Healthily on 03 9534 7222 or visit https://healthily.com.au/goshareplus/

This guide will show you how to use CAT4 to identify patients you want to target with your campaign and how to send messages to those patients.

## Preparing CAT4

- Click the CAT4 icon on your desktop
- On the login screen, check that you have CAT4 version of 4.23.0.1 or later.



If not, you will have to update CAT4 to utilise GoShare Plus. Contact PenCS Support and/or Healthily to organise.

Once logged in click on the CAT4 view.





Daily View Manage your Registers, Risks and Care Plans



My CAT Wizard Manage your own activities by using the My CAT Wizard to create custom views



**CDM View** Chronic Disease Management for Diabetes, CVD and CKD



I-qi View Manage your Indigenous Quality Improvement Programs



Cleansing View Manage your Data Cleansing Activities



Registrar View Manage your Registrar Activities and Reporting

Click "View Extracts"

-	View	ıQ:	enn	View		<b>2</b>	Cleansi	Regis	trar	
Collect	Extracts	View Filter	Report Po	pulation	Dashboard	CAT4	CAT	CA	т	
Best Practice, Sa	amples Data	abase								
Demographics	Ethnicity	Data Quality	Data Cleansing	Allergies	Smoking	Alcohol	Measures	Pathology	Disease	Scre
Population Pyr	amid Age	Profile (RACG	P)							
Select All	Show	Total Counts								

• Select an extract of total patient population - the most recent extract will be on top of your list of extracts.

Tolest Estiac	Hidel	Pro Raport Populari	mpts Scheduler	Help	epster CAT Menu	bar				Cear Files Receivate	
Hide Deidentified	Etracts		General Ethnicity C	Conditions Medications	Date Range (Results) Date	Range (Visits) Patient Name Patie	nt Status Pro	oviders Risk Factors He	ath Care Homes MBS Attend	dance Custom Filters Saved Fi	ters
1/08/18 8:39 AM	68	WIN7VM	Gender	DVA		Age	Last	First Visit	Activity	Postcode 🧕 h	lude 🔘 Exclud
7/08/18 3:17 PM	68	WIN7VM	E Male	DVA < Any!	Color > *	Start Ace	Any	None	Active (3x in 2yrs)		
7/08/18 3:14 PM	68	WIN7VM	III Female	E ano DVA			0.45	C < 15 mbs	III Not Active	Oty/Schurches In	
7/08/18 2:06 PM	68	WIN7VM	remaie	E non DVA		End Age	0 < 6	< i o mana	ind Adre	City/Suburbe In	iude 🕛 Exclu
//08/18 2:03 PM	68	WIN7VM	C Other	Health Cover		Yrs O Mthe	◎ < 24	30 mths	Visits in last 6 mths		
//08/18 2:02 PM	68	WIN7VM		Medicare No.	III No		O Date B	2008	. 0 .	(ists: comma separa	ted, * wildcard)
/08/18 1:53 PM	68	WIN7VM			100		0.0001				
/08/18 3:09 AM	10094	DEIDENTIFIED_DE				No Age	01/08/201	▼ to 01/08/20 ▼	Has Not Visited in last		
5/07/18 11:54 AM	879	BPSjo_bp	Filte	ers					u • mus		
1/07/18 3:04 AM	9943	DEIDENTIFIED_DE								(	Clear General
/07/18 2:20 AM	7322	DEIDENTIFIED IN	Medical Director 3, MD	Live Date: Educt Date: 0	1/08/2019 2:09 AM Electro	Dr. MDC (22, Mark Conditions (Dishe	(es - No) Ex	pression line (from	n filters)		
			Proprose process of the	the bala, childu bale, u	01/06/2016 3:00 AM, Hiteling	by: Mb5 (23 - 1es), Conditions (Diabe	100 ( L/				
/04/18 3:03 AM	9427	DEIDENTIFIED_DE	Demographics Ethnic	oty   Data Quality   Data (	Cleansing Allergies Smoking	g Acohol Measures Pathology	Disease Sc	creening Co-morbidities	Medications Diabetes SIP Iten	me CKD Musculoskeletal (	Osteoporosis 4
/04/18 3:03 AM /02/18 3:04 AM	9427 9069	DEIDENTIFIED_DE DEIDENTIFIED_DE	Demographics Bhna Population Pyramid	oty Data Quality Data ( Age Profile (RACGP)	Cleansing Allergies Smoking	g Acohol Measures Pathology	Disease Sc	creening Co-morbidities	Medications Diabetes SIP Iten	me CKD Musculoskeletal (	Dateoporosis 4
/04/18 3:03 AM /02/18 3:04 AM /01/18 2:37 PM	9427 9069 598	DEIDENTIFIED_DE DEIDENTIFIED_DE MPK00001	Demographics Ethni Population Pyramid	oty Data Quality Data ( Age Profile (RACGP) now Total Counts	Cleansing Allergies Smoke	g Alcohol Measures Pathology	Disease Sc	creening Co-morbidities	Medications   Diabetes SIP Iten	ms CKD Musculoskeletal ( Export Age bracket	Dateoporosis
/04/18 3:03 AM /02/18 3:04 AM /01/18 2:37 PM /01/18 3:13 PM	9427 9069 598 14295	DEIDENTIFIED_DE DEIDENTIFIED_DE MPK00001 MTDR_ALL_LOCAL	Demographics Ethnik Population Pyramid Select All Sh	ioty   Data Guaity   Data   Age Profile (RACGP) new Total Counts	Cleansing Allergies Smokr	rg: MoS (23 - Tes), Conations (Jace ig Acohol Measures Pathology	Disease Sc	creening Co-morbidites	Medications Diabetes SIP Iten	ms CKD Musculoskeletal ( Export Age bracket	Dateoporosis
1/04/18 3:03 AM 1/02/18 3:04 AM 1/01/18 2:37 PM 1/01/18 3:13 PM 1/12/17 9:20 AM	9427 9069 598 14295 313	DEIDENTIFIED_DE DEIDENTIFIED_DE MPK00001 MTDR_ALL_LOCAL DEIDENTIFIED_12	Demographics Ethni Population Pyramid	Age Profile (RACGP) Now Total Counts Reports	Geanaing Allergies Smokin	g Aicohol Measures Pathology Demographic Breakdov	Disease So wn by Age	population = 9713	Medications Diabetee SIP Iten	ms CKD Musculoskeietal ( Export Age bracket	5 🔶 Print
1/04/18 3 03 AM 1/02/18 3 04 AM 1/01/18 2 37 PM 1/01/18 3:13 PM 1/12/17 9:20 AM 1/11/17 3:03 AM	9427 9069 598 14295 313 8575	DEIDENTIFIED_DE DEIDENTIFIED_DE MPK00001 MTDR_ALL_LOCAL DEIDENTIFIED_12 DEIDENTIFIED_DE	Demographics Bitma Population Pyramid	Age Profile (RACGP) Age Profile (RACGP) how Total Counts Reports	Cleaning Alergies Smokr	p; wis (23 - res; Canatonii (Jaže g   Alcohol   Measures   Pathology Demographic Breakdow Females = 5729;	Disease So wn by Age Males = 3809	(population = 9713) (Other = 175	Medications Diabetes SIP Iten	ma CKD Musculoskeletal ( Export Age bracket	5 🔅 Print
/04/18 3 03 AM /02/18 3 04 AM /01/18 2 37 PM /01/18 3:13 PM /12/17 9:20 AM /11/17 3:03 AM /07/17 4:04 PM	9427 9069 598 14295 313 8575 287	DEIDENTIFIED_DE DEIDENTIFIED_DE MPK00001 MTDR_ALL_LOCAL DEIDENTIFIED_12 DEIDENTIFIED_DE MELBOURNEPC150	Demographics Ethni Population Pyramid Select All Sh	Age Photie (RACGP) Age Photie (RACGP) how Total Counts Reports	Cleansing Allergies Smokr	g was us res; canadons pade g Acohol Measures Pathology Demographic Breakdow Females = \$729.	Disease So wn by Age Males = 3809	population = 9713]	Medications Diabetes SIP Iten	ma CKD Musculoskeistal C	5 o Para
/04/18 3:03 AM /02/18 3:04 AM /01/18 2:37 PM /01/18 3:13 PM /11/18 3:13 PM /11/17 3:03 AM /07/17 4:04 PM /04/17 11:09 AM	9427 9069 598 14295 313 8575 287 \$206	DEIDENTIFIED_DE DEIDENTIFIED_DE MPK0001 MTDR_ALL_LOCAL DEIDENTIFIED_T2 DEIDENTIFIED_DE MELBOURNEPC150 DEIDENTIFIED_DE	Demographics Ethna Population Pyramid Select All Sh	Are Profile (PACGP) how Total Counts Reports	Cleaning Allergies Smokr	g , res (23 - res; constons jusce g , Alcohol   Measures   Pathology Demographic Breakdou Females = 5729,	Maies = 3809	(population = 9713) . Other = 175	Medications Diabetes SIP Iten	ma CKD Musouloskeistal ( Export Age bracket	S 🔅 Pint
V04/18.3.03 AM V02/18.3.04 AM V01/18.2.37 PM V01/18.3.13 PM V12/17.9.20 AM V11/17.3.03 AM V07/17.4.04 PM V04/17.11.09 AM V02/17.4.01 AM	9427 9069 598 14295 313 8575 287 \$206 9159	DEIDENTIFIED_DE DEIDENTIFIED_DE MPK00001 MTDR_ALL_LOCAL DEIDENTIFIED_DE MELBOURNEPC150 DEIDENTIFIED_E DEIDENTIFIED_E	Demographics Ethna Population Pyramid Select All Sh	Age Profile (RACGP) how Total Counts  Profile (RACGP) how Total Counts  Profile (RACGP)  Nov Total Counts  Profile (RACGP)  Nov Home Profile (RACGP)  Profile (	Cleanang Allergies Snokr	g , res (23 - res; constons jusce g , Alcohol   Mesaures   Pathology Demographic Breakdon Females = 5729.	Males = 3809	population = 9713]	Medications   Diabetes SIP Iten	ma CKD Musouloskeistal ( Export Age bracket	Sateoporasis 1
/04/18.3.03 AM /02/18.3.04 AM /01/18.2.37 PM /01/18.2.37 PM /01/18.3.13 PM /12/17.9.20 AM /11/17.3.03 AM /07/17.4.04 PM /02/17.4.01 AM /02/17.4.01 AM	9427 9069 598 14295 313 8575 287 9206 9159 8459	DEIDENTIFIED_DE DEIDENTIFIED_DE MPK00001 MTDR_ALL_LOCAL DEIDENTIFIED_DE MELBOURNEPC150 DEIDENTIFIED_DE DEIDENTIFIED_DE	Demographics Ethna Population Pyramid Select All Sh	tony   Data Quality   Data Age Profile (RACGP) how Total Counts Reports 53-56	Cleanang Allergies Snokr	g res (23 - Fei), Constoni julice g Alcohol Mesaures Pathologi Demographic Breakdov Females = 5729.	Males = 3809	population = 9713]	Medications Dabetes SP for	Ins CKD Musculoskeistal (	Steeporosis
/04/18.3.03 AM /02/18.3.04 AM /01/18.2.37 PM /01/18.2.37 PM /01/18.3.13 PM /12/17.9.20 AM /11/17.3.03 AM /07/17.4.04 PM /02/17.4.01 AM /02/17.4.01 AM /01/17.10.36 AM /05/16.9.40 AM	9427 9069 598 14295 313 8575 287 9206 9159 8459 8334	DEIDENTIFIED_DE DEIDENTIFIED_DE MPK00001 MTDR_ALL_LOCAL DEIDENTIFIED_12 DEIDENTIFIED_DE MELBOURNEPC150 DEIDENTIFIED_DE DEIDENTIFIED_DE	Demographics Bina Population Pyramid Select All St	Story         Data Guality         Data           Age Profile (RACGP)         how Total Counts           Now Total Counts         1           100-00         1	Cleaning Alergies Stoke	Demographic Breakdon Females = 5729	Disease Sr wri by Age Males = 3809	(population = 9713) . Other = 175	Medications Dabetes SP for	Epot Age bracket	Steepoross Period
/04/18.303 AM /02/18.304 AM /01/18.237 PM /01/18.237 PM /01/18.313 PM /12/17.920 AM /11/17.303 AM /07/17.404 PM /04/17.11:09 AM /02/17.401 AM /06/16.940 AM /06/16.940 AM	9427 9069 598 14295 313 8575 287 9206 9159 8459 8334 8107	DEIDENTIFIED_DE DEIDENTIFIED_DE MPK00001 MTDR_ALL_LOCAL DEIDENTIFIED_T2 DEIDENTIFIED_DE MELBOURNEPC150 DEIDENTIFIED_DE DEIDENTIFIED_DE DEIDENTIFIED_DE DEIDENTIFIED_DE	Demographics Brind Population Pyramid Select Al St	Story         Data Quality         Data           Age Profile (PACGP)         how Total Courts         how Total Courts           Store         1         1	Cleaning Alergies Snok	p res (23 - res; constons jusce g Alcohol Measures Pathology Demographic Breakdon Fenales = 5729,	wn by Age Males = 3809	(population = 9713) . Other = 175	Medications Dabetes SP for	Ins CKD Musculoskeistal (	S 💠 Perd
/04/18.303 AM /02/18.304 AM /01/18.237 PM /01/18.237 PM /01/18.313 PM /01/17.920 AM /01/17.9303 AM /07/17.404 PM /02/17.401 AM /02/17.401 AM /06/16.940 AM /06/16.940 AM /10/15.927 AM	9427 9069 598 14295 313 8575 287 9206 9159 8459 8334 8107 8107	DEIDENTIFIED_DE DEIDENTIFIED_DE MFX00001 MTDR_ALL_LOCAL DEIDENTIFIED_DE DEIDENTIFIED_DE DEIDENTIFIED_GT DEIDENTIFIED_DE DEIDENTIFIED_DE DEIDENTIFIED_DE DEIDENTIFIED_DE DEIDENTIFIED_DE	Demographics Bins Population Pyramd Select Al St	Story         Data Quality         Data           Age Profile (RACGP)         how Total Courts         Image: Courts           100	Cleaning Alergies Snok	Demographic Breakdon Females = 5729,	wn by Age Males = 3809	r [population = 9713] . Other = 175	Medications Dabetes SP har	Epot Age bracket	
/04/18 3 03 AM /02/18 3 04 AM /01/18 2 37 PM /01/18 2 37 PM /01/18 3 13 PM /01/17 9 20 AM /02/17 4 03 AM /02/17 4 04 PM /02/17 4 01 AM /02/17 4 01 AM /02/17 10:36 AM /02/17 10:36 AM /06/16 3 40 AM /10/15 9 27 AM /02/15 9 57 AM	9427 9069 598 14295 313 8575 287 9206 9159 8459 8334 8107 8107 8107 7712	DEIDENTIFIED_DE DEIDENTIFIED_DE MPK0001 MTDR_ALL_LOCAL DEIDENTIFIED_12 DEIDENTIFIED_DE DEIDENTIFIED_DE DEIDENTIFIED_DE DEIDENTIFIED_DE DEIDENTIFIED_DE DEIDENTIFIED_DE DEIDENTIFIED_DE DEIDENTIFIED_DE	Demographics Bins Population Pyramd	Story         Data Caulty         Data           Age Profile (RACGP)         how Total Courts           Reports           50-50	Cleanang Allergies Snokr	Demographic Breakdov Femdes = 5729.	Win by Age Males = 3809	population = 9713] (population = 9713] (Other = 175	Medications Dabetes SP har	Epot Age bracket	Dateoporose
UQ4/18.303 AM UQ2/18.304 AM UQ1/18.237 PM V01/18.237 PM V01/18.313 PM U21/17.202 AM U11/17.303 AM U07/17.404 PM U02/17.401 AM U02/17.401 AM U02/17.401 AM U02/17.956 AM V06/16.940 AM U10/15.927 AM V02/15.957 AM V07/14.234 PM	9427 9069 598 14295 313 8575 287 9206 9159 8459 8334 8107 8107 8107 7712 7402	DEIDENTIFIED_DE DEIDENTIFIED_DE MPK00001 MTDR_ALL_LOCAL DEIDENTIFIED_12 DEIDENTIFIED_12 DEIDENTIFIED_DE DEIDENTIFIED_DE DEIDENTIFIED_DE DEIDENTIFIED_DE DEIDENTIFIED_DE DEIDENTIFIED_DE DEIDENTIFIED_DE DEIDENTIFIED_DE	Demographics Brind Population Pyramid Select All 9 9	International Country         Data Country         Data Accept           Age Profile (RACGP)         how Total Countrs         how Total Countrs           80 - 89 - 99         -         -           90 - 99         -         -	Cleaning Alergies Stoke	Demographic Breakdon Fenales = 5729.	Win by Age Males = 3809	population = 9713] (population = 9713] . Other = 175	Medications Dabetes SP for	Epot Age bracket	5 0 Peed
(Qu'18 30) AM (Qu'18 30) AM (Qu'18 237 PM (V)18 237 PM (V)18 237 PM (V)18 237 PM (V)18 233 PM (V)17 4 204 PM (V)17 13 203 AM (V)17 4 204 PM (V)17 13 203 AM (V)17 13 203 AM (V)17 13 203 AM (V)17 15 227 AM (V)17 15 227 AM (V)17 15 257 AM (V)17 15 257 AM (V)17 15 257 AM	9427 9069 598 14295 313 8575 287 9206 9159 8459 8334 8107 8107 8107 7712 7402 9909	DEIDENTIFIED_DE DEIDENTIFIED_DE MPK00001 MTDR_ALL_LOCAL DEIDENTIFIED_12 DEIDENTIFIED_12 DEIDENTIFIED_DE DEIDENTIFIED_DE DEIDENTIFIED_DE DEIDENTIFIED_DE DEIDENTIFIED_DE DEIDENTIFIED_DE DEIDENTIFIED_DE DEIDENTIFIED_DE DEIDENTIFIED_DE	Demographics Brind Population Pyramid Select Al 9 9	toty         Data Causty         Data           Age Profile (RACGP)         how Total Courts           Reports         8           80-98         8           90-98         8           80-98         9           80-98         9           80-98         9           80-98         9           80-98         9           80-98         9           80-98 <td>Cleaning Allergies Stoke</td> <td>Demographic Breakdon Females - 5729.</td> <td>win by Age Males - 3809</td> <td>(population = 9713) Other = 175</td> <td>Medications Databates SP for</td> <td>Epot Age brocket</td> <td>Datesponsis</td>	Cleaning Allergies Stoke	Demographic Breakdon Females - 5729.	win by Age Males - 3809	(population = 9713) Other = 175	Medications Databates SP for	Epot Age brocket	Datesponsis
(04/18.30) AM (02/18.30) AM (02/18.23) PM (01/18.23) PM (01/18.23) PM (01/18.23) PM (01/17.90) AM (01/17.90) AM (02/17.40) PM (02/17.40) AM (02/17.40) AM (02/15.90) AM (02/15.90) AM (02/15.92) PM (02/15.92) PM (02/15.92) PM (02/15.92) PM (02/16.92) PM (0	9427 9069 598 14295 313 8575 287 9206 9159 8459 8334 8107 8107 7712 7402 9909 8819	DEIDENTIFIED_DE DEIDENTIFIED_DE MPK00001 MTDR_ALL_LOCAL DEIDENTIFIED_T2 DEIDENTIFIED_DE MELBOURNEPC150 DEIDENTIFIED_DE DEIDENTIFIED_DE DEIDENTIFIED_DE DEIDENTIFIED_DE DEIDENTIFIED_DE DEIDENTIFIED_DE DEIDENTIFIED_DE DEIDENTIFIED_DE DEIDENTIFIED_DE DEIDENTIFIED_DE	Demographics Bins Population Pyramd Select Al 9	Story         Data Quality         Data           Age Profile (PACGP)         how Total Courts         how Total Courts           Story	Cleaning Allergies Snok	Demographic Breakdon Fenales = 5729	wn by Age Males = 3809	(population = 9713) . Other = 175	Medications Dabetes SP for	Epot Age bracket	5 0 Peet

Click "Hide Extracts" icon



• Click "View Filter" icon



You are now ready to filter for patients eligible for your GoShare Plus activity.

## Create your patient list using CAT4

Follow a CAT 4 recipe or use your own filters to create your patient list.

Click on the area of the pie chart or column in the bar chart with the relevant patients for your activity (eg. the patients that have not been screened or vaccinated).

Click export or double click to create the Reidentify Report.

The Reidentify Patient report will show a list of your patients and will give you access to the GoShare Plus icon.

🔇 Patient R	leidentification									,	- 0	×		
∢ ∢ 1	of 1 🕨 🕅	4 🛞 🚱	۵ 🔲 🖨	<b>-</b>	100%	-	Find   Next							
Reidentify	Report [paties	nt count = 5]												
Selected: I	Selected: Last Shingles (Nothing Recorded)													
÷	\$	\$	\$	\$	¢	\$	\$	÷	¢	\$	\$			
ID	Surname	First Name	Known As	Sex	D.O.B (Age)	Address	City	Postcode	Phone (H/W)	Phone (M)	Medicare	IHI		
2	Abbott	Alan	Alan	М	30/06/1945 (74)	12 John St	Woodlane	4035	H:07 50505050 W:07 50509999	0427556232	4133180467 1			
8	Allen	Fay	Fay	F	12/07/1940 (79)	8 Grey St	Fremantle	6160	H:08 99905050		2234567891 1			
19	Marshal	Elizabeth Jean	Elizabeth	F	02/11/1948 (71)	15 Albert St	St Peters	5069	H:08 99905050		6500110502 2			
63	Moorehouse	Andrew	Andrew	М	21/11/1949 (70)	113 My St	Seaforth	2092		0403458518				
55	Nerk	Fred	Fred	М	19/11/1948 (71)	492 St Kilda Rd	Melbourne	3000						
Extract Deta Practice Na BPExtract Extract Date Patient Cou Printed: 14- Pen CS CA	ails: ame: Best Practice e: 19-12-2019 10: .nt: 43 -01-2020 8:47 AM .T4 - Not Publishe	e Clinic 32 AM d(4.21.0.9004) ·	- Pen CS							_		>		
Refine Selection	Add/Withdraw Patient Consent							Go!	Share S Nus Re	MS Voi	cemail Tra	opbar rompt		

Setting up the GoShare Plus information bundle

#### Once the list of eligible patients has been generated, click the GoShare Plus icon.

If the icon is greyed out or doesn't respond when clicked, contact Healthily on 03 9534 7222 or email support@healthily.com.au

Version	t Reidentification										- 0	×
	1 of 1 ▶	)   e 🛞 🚯	i 🌲 🔲 💷	<b>.</b>	100%	•	Find   Next					
Reiden	tify Report [pat	tient co(\nt = 4]			-							_
Filtering By: Age >= 597 and <= 601 mths, Selected: FOBT last recorded (Not Recorded)												
ID	Surname	First Name	Known As	Sex	D.O.B (Age)	Address	City	Postcode	Phone (H/W)	Phone (M)	Medicare	IHI
66	Davidson	Kellie	Kell	F	17/03/1970 (49)	492 Stklida Rd	Melbourne	3004		0418 356 189		
62	Jones	Stephen	Steve		09/01/1970 (50)	492 Stkilda Rd	Melbourne	3004		0491570156		
61	Philips	Margaret	Marg	F	09/03/1970 (49)	492 Stkilda Rd	Melbourne	3004		0418536596		
56	Smith	Jonathan	John	М	31/12/1969 (50)	492 St Klida Rd	Melbourne	3004		0412226343		
<	ate: 20/02/2020 § Count: 46 24/02/2020 5:45 f CAT4 - Not Publis	9:49 AM PM shed(4.23.0.1) - P	en CS	_				~				>
Refine Selection	Add/Withdrav Patient Conser	w nt						Goo	Share Plus	SMS Voi Recall R	cemail 1 ecall F	opbar Prompt

• A "GoShare Plus" panel will appear on the RHS of the screen.

													ſ	
🔇 P.	atient Reid	dentification	<u>.</u>										T	– 🗆 X
И	∉_1	of 1	+ 🛞 🚱	i 🌲 🔲 💷	<b>.</b>	100%	•	Find   Next					t	GoShare Plus
Rei	lentify R	leport [patier	nt count = 3]										T	
Filte	ring By: /	Age >= 597 an	id <= 601 mth	s, Selected: I	FOBTI	ast recorded	d (Not Recorded)							1. Activity Name: (free text)
	\$	\$	¢	\$	¢	÷	\$	¢	¢	0	¢	¢		Load Bundle Selection with Bundles created by:
1	SU	urname	FIrst Name	Known As	Sex	D.O.B (Age)	Address	City	Postcode	(H/W)	Phone (M)	Medicare	HI	neil moets+osph@healthily.com.au
62	Jo	ones	Stephen	Steve		09/01/1970	492 Stkilda Rd	Melbourne	3004		0491570156		T	
61	Ph	nilips	Margaret	Marg	F	09/03/1970	492 Stkilda Rd	Melbourne	3004		0418536596		t	Healthily Medical Centre
56	Sr	mith	Jonathan	John	м	(49) 31/12/1969	492 St Klida Rd	Melbourne	3004	<u> </u>	0412226343		ł	2. Bundle Selection: <u>Vew Detais</u>
Extra	act Details	2'				(50)							ł	Select Bundle V
Prac	tice Name	e: Best Practice	Clinic											3. SMS Text:
Extra	act Date: 2	20/02/2020 9:49	AM											
Pati	ent Count led: 24/02	: 46 //2020 5:45 PM												
Pen	CS CAT4	- Not Publishe	d(4.23.0.1) - Pe	en CS										
													T	
1														Characters Remaining: 150 SMS Credits: 0 SMS leapth ce 150 chars (1 Credit): 151 - 296 chars (2 Credits): 296 chars on allowed
1														Inclusion Criteria:
														Filtering By: Age >= 597 and <= 601 mths Selected: FOBT last recorded (Not Recorded)
<														4. Send Test     Send     Cancel
													I	
											_		ł	Remove patients who have opted out of receiving SMS
- î.	↓ i	0							10			0		A lock de ont-out meresone at the end of the SMS meresone
Re	fine .	Add/Withdraw							Gos	Share	SMS Voi	cemail Top	ba	ET ansee ett ant maaada a sin eine eine eine maaada
Sek	ection F	Patient Consent							P	lus F	Recall R	ecall Pro	mp	Credits Required: 0 Credits Available: 450 Top-up Link
													L	

NOTE: The list of patients will now be reduced to those who have a mobile phone number listed in your Practice software. 0

- Step 1: Create an Activity Name. This is free text and identifies the activity in reports.
- Step 2: Select the content bundle using one of the 3 buttons:
  - i. Your email address (if you created the bundle yourself)

  - ii. Your PHN (if the bundle was shared with all Practices in the region by your PHN)
     iii. Your Practice Name (if the bundle was shared with selected practices by your PHN or Healthily)
  - o Select a bundle from the drop down selection
  - o Click "View Details" to check the contents of the selected bundle.
- NOTE: for Practices that are only able to access GoShare Plus (via CAT4) and not GoShare, Healthily will share the Bundle to the Practice (so should be found under the 3<sup>rd</sup> button)
- Step 3: The SMS text for that bundle (or from your Branch) will be pre-filled • Edit the practice phone number in the SMS if required

	_		×	
🌀 GoShare Plus				
1. Activity Name: (free text)				
Bowel Cancer Screening			0	
Load Bundle Selection with Bundles created by:			_	
O neil.roberts+gspb@healthily.com.au				
⊖ HLY PHN				
Healthily Medical Centre				
2. Bundle Selection:		<u>View</u>	Details	
Select Bundle			•••	
Bowel Cancer Screening GSP HMR v2 06022020 Shingles Vaccination Demo Bundle				

(!) If the Bundle is not visible, contact Healthily on 03 9534 7222 or email support@healthily.com.au

- Step 4: Send Test Message
- Check the SMS message and the content bundle patients will receive by sending a test SMS to yourself via the Send Test pop-up fill in your name and mobile number •
  - Check the inclusion criteria set up in CAT4
- Once you receive the SMS on your phone, check the test SMS for the following;
   Patient First Name substitution is correct.
   Your Practice Name is correct.

  - Practice Phone number is correct.
  - $^\circ~$  Tap the link in the SMS to ensure the link works and that the correct bundle has been included.

		3. SMS Text:
		Hi [recipient], Msg from Around your 50th birthday, you will be sent a free National Bowel Cancer Screening kit in the mail. Screening saves lives. Select this link for important info : [landing_page]
		Characters Remaining: 34 SMS Credits: 2
1		SMS length <= 150 chars (1 Credit); 151 - 296 chars (2 Credits);> 296 chars not allowed
1		Inclusion Criteria:
GoShare Pl	us Send Test Message to	Filtering By: Age >= 597 and <= 601 mths Selected: FOBT last recorded (Not Recorded) Excludes opt out patients
Enter details to se First Name	end a Test Message to see the SMS and attached bundle format Andrew	
Surname Mobile No.	Moorehouse	4. Send Test Send Cancel
	Australian mobile number "04000000000" without spaces	Remove patients who have opted out of receiving SMS
		☑ Include opt-out message at the end of the SMS message
		Credits Required: 0 Credits Available: 450 <u>Top- up Link</u>

() If there are any problems with the test SMS, contact Healthily 03 9534 7222 or email support@healthily.com.au

## Using GoShare Plus - sending the information bundle to selected patients

• SMS Credits - the number of SMS Credits required, and the number you have available - is displayed at the bottom of the GoShare Plus panel

If you don't have enough credits - see the Appendix below for how to access additional SMS Credits (eg: via the Top-up Link)

• When all is ready - Click "Send" button.

If the "Send" button is greyed out, ensure you have

- i. selected a bundle, and
- ii. entered an Activity Name.

### 3. SMS Text:

Hi [recipient], Msg from Around your 50th birthday, y kit in the mail. Screening saves lives. Select this link for important	rou will be sent a free Nationa info : [landing_page]	I Bowel Cancer Scree	ening						
Characters Remaining: 34	SMS Credi	ts: 2							
SMS length <= 150 chars (1	Credit); 151 - 296 chars (2 Cr	redits);> 296 chars not	allowed						
Inclusion Criteria:									
Filtering By: Age >= 597 and <= 601 mths Selected: FOBT last recorded (Not Recorded) Excludes opt out patients									
4. Send Test		Send	Cancel						
4. Send Test		Send	Cancel						
<ul> <li>4. Send Test</li> <li>✓ Remove patients who</li> </ul>	have opted out of receiving	Send SMS	Cancel						
<ul> <li>Send Test</li> <li>✓ Remove patients who</li> <li>✓ Include opt-out messa</li> </ul>	have opted out of receiving age at the end of the SMS me	Send SMS essage	Cancel						

You will see a popup box confirming the details for the activity. Check that the number of patients who will receive the bundle seems correct.

Send GoShare Plus SMS	×
You are about to create Activity "Bowel Cancer Screening " to send bundle "Bowel Cancer Screening GSP" by SMS to 3 patient(s).	
This will use 6 credits of 450 credits available. Note: SMS Length <= 150 chars (1 Credit); 151-296 chars (2 Credits) > 296 chars not allowed	
Do you wish to continue?	
Yes No	

GoShare Plus Sent Successfully	×
Your GoShare Plus Activity "Bowel Cancer Screening" has been successfully sent. Please go to the "Prompts" menu to view status of your GoShare Plus activity.	
ОК	]

Click OK to close the window.

# Prompts Menu - Checking status of SMS bundles sent

From the CAT4 top menu, select "Prompts" and then GoShare Plus"



The Prompt History will show all the details of the activity

Click "Prompt Details" to view status of the SMS sent to individual patients.

🔇 GoShare Recall+ Prom	pt History							$\times$				
Filter												
Summary Text:												
Created Date: Mon	nday , January 20,2	2020 🗸 to	Monday , January 20, 2020 V									
	Created Date: Monday , January 20, 2020 V to Monday , January 20, 2020 V											
Extract FileName Extr	ract D Created	Activity	Detail	No. of Pa	Bundle	Status	Filter Criteria	^				
MedicalMicrodata-BPS0C 17/0	xtract FileName       Extract D       Created       Activity       Detail       No. of Pa       Bundle       Status       Filter Criteria         edicalMicrodata-BPS0( 17/01/2020       19/01/2020       19/01/2020       1:18 PM       Shingles       Hi [recipient], Message from [branch_ttile]. Around your 50th birthday, you will be sent a free National Bowel Cancer Screening saves lives. Select this link for important info : [landing_page] Contact us if any questions. Opt out reply STOP       Shingles       Shingles (Nothing Recorded)       Filtering By: Age >= 840 and <= 948 mths Shingles (Nothing Recorded)											
Prompt Details							OK					

A date and time appear in the "Actioned" column if the patient has followed the link to view the bundle.

Select an Activity row, and then Click "Prompt Details" to view detailed status of the Activity - the SMS sent to individual patients.

🔇 Prompt Deta	Prompt Details												
Prompt Type	Created Date	Status	Actioned	GP Name	Family Name	Given Name							
GoShare	24/02/2020 4:51 PM	SMS Status: sent (SMS Undelivered: The Carrier could not deliver the message)	2	Dr Frederick Findacure	Jones	Stephen							
GoShare	24/02/2020 4:51 PM	SMS Status: delivered		Dr Frederick Findacure	Philips	Margaret							
GoShare	24/02/2020 4:51 PM	SMS Status: delivered		Dr Frederick Findacure	Smith	Jonathan							
					Sa	ve OK							

This screen shows the delivery status of each individual SMS.

Note : you may see SMS queued – which can last up to 48 hours while the phone carrier tries to reach the handset (which may be switched off, or out of signal)

A date and time appear in the "Actioned" column if the patient has followed the link to view the bundle.

Prompt Details							
Prompt Type	Created Date	Status	Actioned	GP Name	Family Name	Given Name	
GoShare	27/02/2020 10:37 AM	SMS Status: queued		Dr Frederick Findacure	Moorehouse	Andrew	
GoShare	27/02/2020 10:37 AM	SMS Status: delivered	27/02/2020 10:45 AM	Dr Frederick Findacure	Campbell Needs Vac	Tina	
GoShare	27/02/2020 10:37 AM	ERROR: not enough SMS credits			Roberts 79 Yrs 10 Mths	Neil Needs Vaccination	

- You can Sort this screen by clicking on a column heading
- Click "Save" to save this report as a .csv file for analysis.

### Appendix : Accessing additional SMS credits

If you don't have enough SMS credits, or you wish to top-up your SMS credits, there are 3 alternative methods:

- Self-service purchase by Credit Card (with Tax Invoice) Top-Up Link
  - by clicking the Top-Up Link in GoShare Plus (see instructions below)
  - Either at bottom of GoShare Plus panel, or in the 'Send' pop-up which appears if there are not enough credits, OR
- Contact the GoShare Administrator in your health organisation who can purchase credits by using Credit Card in the GoShare Branch Admin area, OR
- · Contact Healthily (03 9532 7444 or support@healthily.com.au) and we can manually add credits and send you an invoice.

<b>Top-up Link</b> at bottom of <u>GoShare</u>	Plus panel		
4. Send Test		Send	Canc
Remove patients w	ho have opted out of receiv	ving SMS	
Include opt-out mes	sage at the end of the SM	S message	
Credits Required: 6	Credits Available: 4	Top-up Link	

Or from the pop-up that appears if you try to send without enough credits

Top-up Credit Required						
i	Sending this Activity requires 6 credits, and you only have 4 credits available SMS Message Length: 281 characters (2 Credits per SMS) Number of Patients: 3 Please select Top-up Link to top-up your SMS credits in GoShare (or log into GoShare as Branch Administrator and go to the Cog icon select Admin/SMS Credits) or call GoShare for assistance on 03 9534 7222					
	Alternatively you may choose to reduce your patie your SMS message length. Note: SMS length <= 150 chars = 1 Credit;	nt cohort/selection,and review				
		ОК				

When you click the "Top-up Link"

- a separate Web Browser window will launch/open, and
  you will be logged into GoShare
  to the SMS Credits Admin screen for your Practice
  where you can select an SMS Credits package to purchase

чи	DUN	- Hos	lthily	Media	nal C	ontro
	L L L N	- 1166	numy	wieuk		enue

2

PURCHASE

#### Your branch has 450 credits available

excludes sending in progress, and Programs that are scheduled for future SMS delivery

Product	Number of Credits	Cost per Credit	(incl. GST)	
500 SMS Credits	500	\$0.250	\$125.00	Buy
1,000 SMS Credits	1,000	\$0.230	\$230.00	Buy
5,000 SMS Credits	5,000	\$0.180	\$900.00	Buy
10,000 SMS Credits	10,000	\$0.150	\$1,500.00	Buy

• Select a package and Click "Buy"

You will then be re-directed to our payment provider (Stripe) for secure entry of your credit card details
 Once you have purchased the package you will be sent (to your email)

 A receipt from Stripe
 A Tax Invoice from GoShare

#### Stripe credit card entry screen

enter your credit card details and click "Pay"
if you don't wish to purchase now – click the GoShare Healthcare logo to return to the SMS Credits Admin screen



#### SMS Credits Tax Invoice – sent by email from GoShare

(example - test data only)

SMS	Cree	dits Purchase Confirmati	on and Tax Invoi	ice				
G	∘ <mark>G</mark> To:	oShare <goshare@healthily.com.a o neil.roberts+hfm@healthily.com.au</goshare@healthily.com.a 	u>					
					GoShare Healthcare			
	2		Dear Neil H Family p	ractice,				
			Thank you for your re	our recent SMS credit purchase on the GoShare Healthcare platform.				
			Regards,					
			The GoShare Health	care Team				
			For questions email :	goshare@healt	<u>hily.com.au</u> or call 03 9534 7222			
			Tax Invoice:					
			Branch/Practice Name Order Number Date Payment Method Product SMS Credits Purchased Sub-Total GST (10%) Total Paid Balance Healthily Pty Ltd ABN	Healthily Family 12 11/2/2020 Credit Card Test 50 50 \$11.36 \$1.14 \$12.50 \$0.00 78 613 342 63	Practice 5			

Stripe receipt (sent by email from Stripe) – example test data only

Your Healthily Pty Ltd receipt [#1969-4750]							
<ul> <li>o Healthily Pty Ltd <receipts+acct_1fzbw4lg8z7tkqb6@stripe.com></receipts+acct_1fzbw4lg8z7tkqb6@stripe.com></li> <li>To: o neil.roberte+hfm@healthily.com.au</li> </ul>							
ct your privacy, some pictures in this message w	ere not downloaded.						
		Receipt from Heal	thily Pty Ltd				
		Receipt #1969-/	4750				
	AMOUNT PAID A\$12.50	DATE PAID February 11, 2020	PAYMENT METHOD				
	SUMMARY						
	Payment to	Healthily Pty Ltd	A\$12.50				
	Amount pai	d	A\$12.50				
	If you have any +61 3 9534 722	questions, contact us at acco 2.	ounts@healthily.com.au or call at				

You can also access the "History Tab" to view the detailed SMS Credit transactions of your branch.

≡	HLY PHN - Healthily Medical Centre									
			PURCHASE			HISTORY				
	Your branch has 4 credits available									
			exc	ludes sending in progress, and Programs	that are scheduled for future SMS delivery	/				
	St	art Date	End D. 10/0	ate 2/2020	FILTER RESULTS					
	ld	Created	User	User Email	Detail	Product	Amount	Balance		
	11	10/02/2020 02:29 PM	Neil Roberts GSP	neil.roberts+gsp@healthily.com.au	sms sent - BOwel almost 50 10 Feb 20		-2	0		
	10	10/02/2020 02:29 PM	Neil Roberts GSP	neil.roberts+gsp@healthily.com.au	sms sent - BOwel almost 50 10 Feb 20		-2	2		
	9	10/02/2020 02:29 PM	Neil Roberts GSP	neil.roberts+gsp@healthily.com.au	sms sent - BOwel almost 50 10 Feb 20		-2	4		
	8	10/02/2020 02:28 PM	Neil Roberts GSP	neil.roberts+gsp@healthily.com.au	sms sent - Bowel Cancer Screening GS	SP	-2	6		
	7	10/02/2020 02:27 PM	Neil Roberts GSP	neil.roberts+gsp@healthily.com.au	sms sent - Bowel Cancer Screening GS	SP	-2	8		