## **Recording refugee status** in Medical Director



1 Country of birth: Year of arrival: Spoken Language/s Preferred language: Ves/No Refugee or asylum seeker on arrival in Australia? Interpreter services needed? Yes /No × 2 a) udd New Piblicink Tille: Firsk name: Middle name: Surname: Known as: Date of bith: Gender Transgender: Medicare No: Expiry date: Status Active Medicare Ge -If the patient's name is different on the Medicare Card ..... Alias Surname: Alias First Name -Chart No: IHI Record Status IHI No Status Allocate Chart No Payment Details Addre Personal Details Notes Contact Details Tropal Inf rit status Country of birth Occupation: nown 💌 inciden Language Preferred Languag Save Print Cance

1. Udate the Practice Patient Registration Form to include information to include demographic and ther information - see image 1

## 2. Enter information into pracsoft

a) When GP or nurse has confirmed a patient's refugee or asylum seeker status, GP should type 'Refugee' or 'Asylum Seeker' in the free text for the consultation. This will allow the PEN system to pull out refugee or asylum seeker status

b) The GP or nurse should also go to 'Reason' tab and add code for 'Refugee' or 'Asylum Seeker'. This will allow you to undertake a search for all refugee / asylum seeker patients through Medical Director later.

**3. Record refugee status and interpreter needs** in 'Warnings' so that it's highlighted at each visit. PEN pulls out the free text in the warning box.



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MedicalDirectorClinical 3.10b - [Ms Sam D Jones (47 yrs)] Pile Patient Edit Summaries Tools Clinical Correspondence Assessment Resources Sidebar PCEHF 🕂 🗕 | R. 🧭 🖄 | 🦉 🎔 🍂 🖺 🌾 | 🛊 🕼 👹 | 🞯 🕑 🦪 😁 | SA 🏦 🖨 📾 Ms Sam Jones (47 yrs) DOB: 01/01/1970 Gender: Female Occupation: 1 Smith Street. Craigleburn. Vic. 3056 Ph Record No: Allergies & ? Allergies/Adverse Reactions Adverse Reactions Pension No: Smoking Hx 7 Smoke Warnings: REFUGEE - NEEDS FEMALE ARABIC INTERPRETER, BOOK LONGER APPOINTMENTS 🗄 Letters 🛛 🌔 Documents 📄 🖬 Old scripts 📝 Imm. 💡 Pap Test 
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 Consultation date: 23/10/2017 💌 B 🗾 U F 🕥 💓 ^ Previous visite: ALL ¥ Visit type: Surgery Consultation • Date Recorded by: 02/10/2017 Dr A Practitioner Monday October 23 2017 10:01:45 -Dr A Practitione Visit type: Surgery Consultation 1 Monday October 2 2017 History Examination Reason Review Append Management Comment Procedure Medicare

## **Recording refugee status in Best Practice**



1	Country of birth: Year of arrival:	
	Spoken Language/s Preferred language:	
	Refugee or asylum seeker on arrival in Australia?	Yes/No
	Interpreter services needed?	Yes /No

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- 1. Udate the Practice Patient Registration Form to include information to include demographic and ther information - see image 1
- 2. Recording refugee status in Best Practice

a) When registering a patient in Best Practice ensure you complete the ethnicity field. Clicking 'Other' will allow you to choose from a variety of ethnicities.

b) When you have confirmed a patient's status as a refugee or asylum seeker record this in 'Family/ Social History' under 'Social', under 'On Screen Comment' with the standard format note adopted by your practice. For example: Refugee – requires a female Karen interpreter.

This note will then be immediately visible at each visit, and visible to receptionists who need this information to book appointments and interpreters.

3. PEN CS system will also be able to extract this data. You can also add other relevant information (e.g. Country of Birth, Year of Arrival) in 'Other Social History' if you wish.

