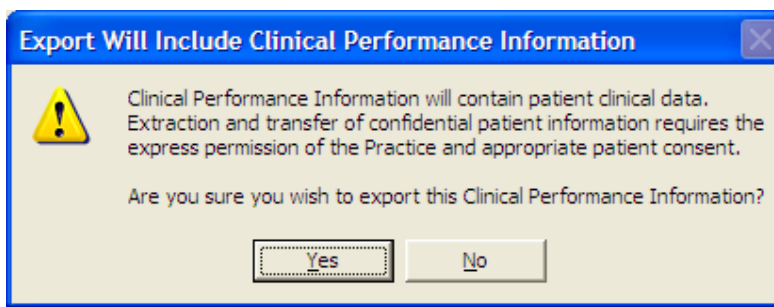


INSTRUCTIONS FOR DOING THE CLINICAL EVENT EXPORT

This will send Service Utilisation and Clinical Performance Information to your PHO, which will be sent in a summarized format to DHBNZ for use with the PHO Performance Programme.

1. Go to the computer that runs HealthLink (probably your server).
2. Open MedTech.
3. Click on **Utilities** then select **LinkTech** and then **PHO Clinical Event**.
4. Enter the correct date range (as advised by the PHO) in **Export Date Range**.
5. Tick **Export Service Utilisation Information**.
6. Tick **Extend the date range for IMM, CX and MAM to cover the audit periods**.
7. Tick **Export Clinical Performance Information**.

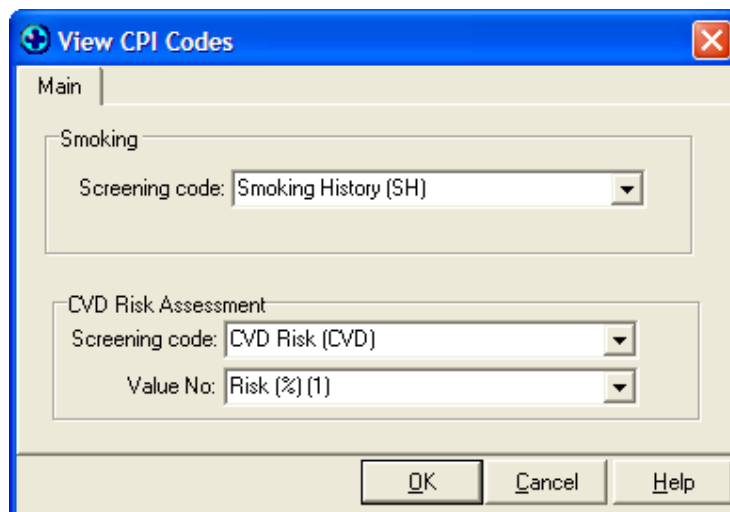
When you tick this box, the following message will appear:



Please read this before pressing **Yes**. If have questions about what is exported and where it goes, please contact **Margaret Gibbs** at **03 549 1646**

8. Click the **Modify CPI Screening Codes** button. Confirm that the screening codes your practice uses for Smoking Cessation and the Best Practice Vascular Risk assessment tool are listed in the **Screening code** boxes. The **Value No.** box should be the Risk %.

Your screen will look something like this (the screening codes your practice uses may differ slightly).



9. Set the **Destination** to **Healthlink mail box**: and make sure that you enter **nelsnpho** into the box beside it.
10. Tick **Compress (zip) this extract**.

Your screen should look like this – although the date range may differ.

PHO Clinical Event Export (v2.6)

PHO Clinical Event Export

This utility will export service utilisation and clinical performance information to disk or file.
Select your criteria and destination, then click OK

Options

4. Export Date Range: 01 Jul 2009 to 30 Sep 2009

Provider to export: All (*)

Practice Identifier:

Generate Summary Report: Printer: \\nbphosbs\NBPHOPRN04-BLACK

Service Utilisation Information

5. Export Service Utilisation Information

Include Cervical Smear (CX) and Mammography (MAM) screening

Smear Code: Cervical Smear (CX) Mammography Code: Not in-use (MAM)

6. Extend the date range for IMM, CX and MAM to cover audit periods

Include visits that are funded under ACC, Immunisation or Maternity

Include visits that are funded under Patient Co-payment

Clinical Performance Information

7. Export Clinical Performance Information 8. [Modify CPI Screening Codes](#)

Include non capitation based funded patients.

Export to LinkTech using the LinkTech "Ice" format

Destination

Folder: A:\ [Browse for Folder](#)

Diskette A drive

9. Healthlink mail box: nelsnpho

C:\HLINK\FF_OUT\nelsnpho\200910071535.pmd 10. Compress (zip) this export

This export is for **Nelson Bays Primary Health**

NOTE: Ensure all NON consultation services are marked as such 11. [OK](#) [Cancel](#)

11. Click **OK**.

If you send an email to cbf@nelsonbayspho.org.nz to let us know that it is on its way, we will let you know if it doesn't arrive.

If you require assistance, please phone **Nathan** on **03 539 1659**.

Adapted from a user guide provided by Karo Data Management.