

Medtech32 Clinical Tips and Hints Webinar

Topics

1. Right Mouse Click Functions
 2. Classifications (creating a core group)
 3. Macros (for use in the lab form)
 4. Importing Photos into Medtech
 5. Clinical Keywords
 6. Affiliations
 7. Date Range Filtering
 8. FAQs
 9. Draw Ability within Scanned Documents
 10. Add a Screening Entry directly from the Provider Inbox
-

1. Right Mouse Click Functions

There are a number of additional features in Medtech32 using either the right mouse click option or selecting the menu item from the main menu

a) Medications

Right mouse click or menu options provide the ability to do the following in the medications screen

- **This Medication only** . view the number of times this medication has been prescribed
- **Filter Daily record** . view the consultation notes associated with this medication

b) Classifications

Right mouse click or menu options provide the ability to do the following in the classifications screen.

Use the filter icon to change the view to show full history of classifications first.

- **This Classification only** . view the number of times this classification has been entered
- **Filter Daily record** . view the consultation notes associated with this classification

Selecting the default filter will bring you back to main view

- Adding classifications through the consultation (F12) window
Type entry i.e. asthma and right mouse click . select from the menu

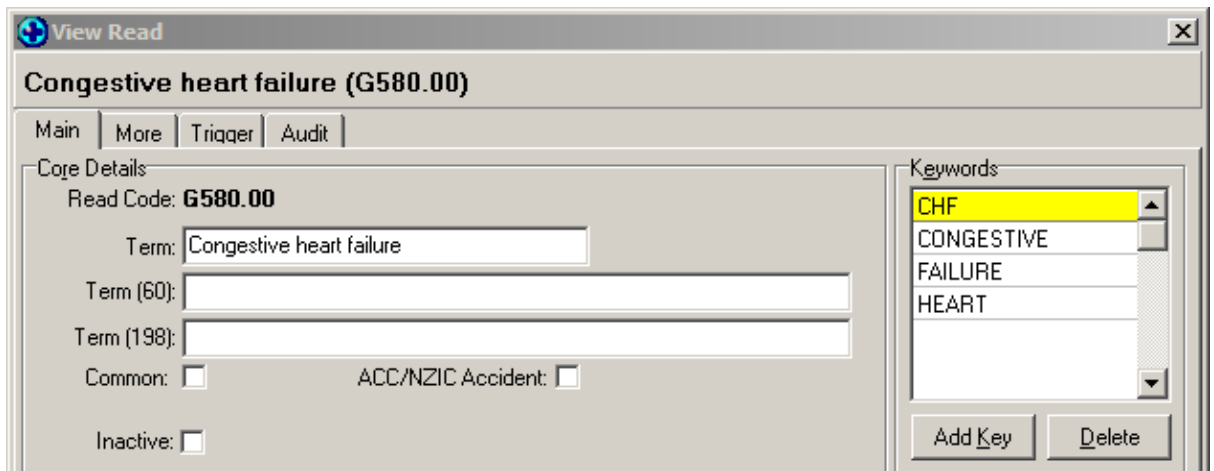
NOTE: Classifications must be set to Long Term to be accessible from the CarePlus search screen in Patient Register

2. Classifications Creating a Core Group of Classifications

It is possible to link multiple classifications with one keyword. This enables the practice to have a standard / common set of read codes to use. i.e. use the practice name as a key word

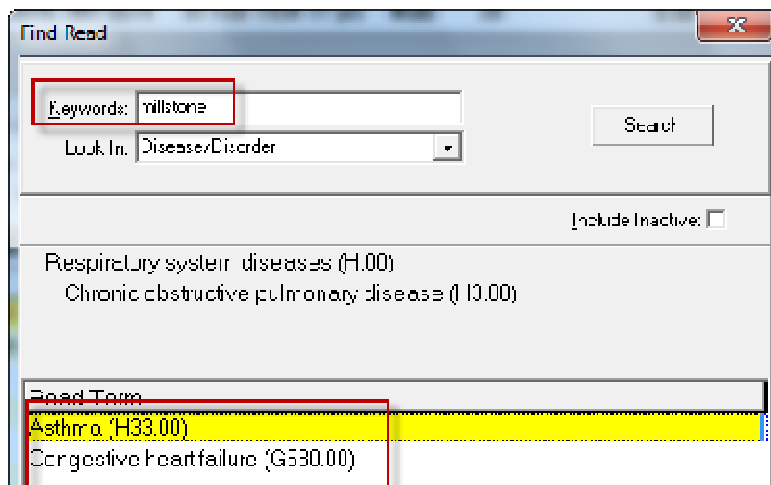
Setup ► Clinical ► Read

Click on the ► Search for the Read Code ► Double click on the entry
Enter the Keyword by selecting the Add Key



E.g. you could add a keyword of your practice name for all your common read codes/classifications .
e.g. Millstone.

Then when you search for a new classification for a patient choose the keyword Millstone, all the



classifications you added under that keyword will be displayed

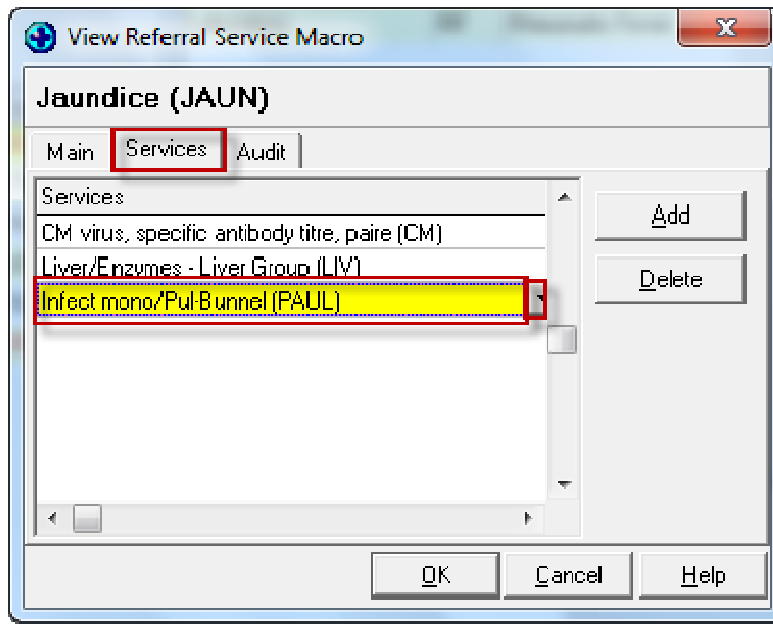
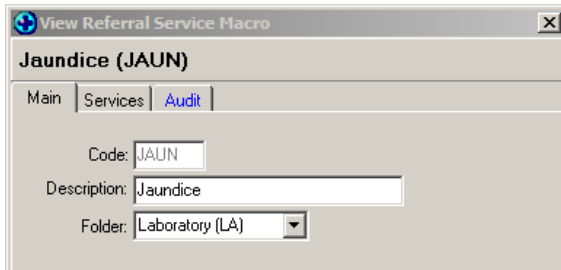
3. Macros

If you frequently use a certain range of blood tests for specific conditions a macro can be setup to automatically tick these tests for you

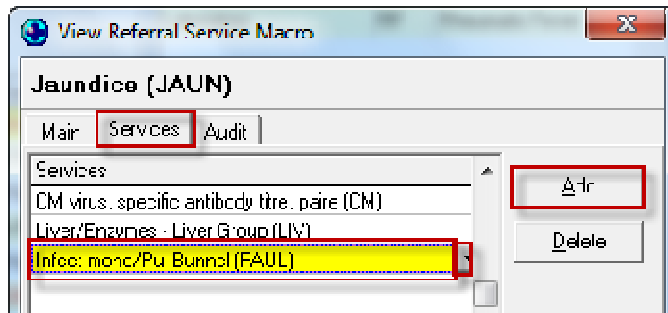
Setup In/Outbox Referral Macro

Choose the blank white page icon to Add a new referral macro.

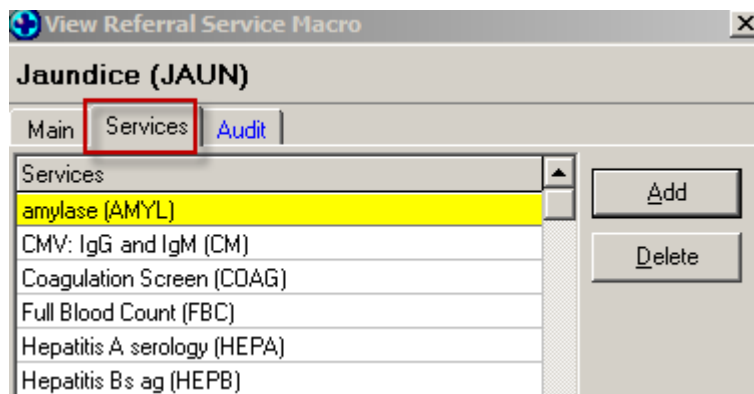
Add the code and description and select the laboratory folder



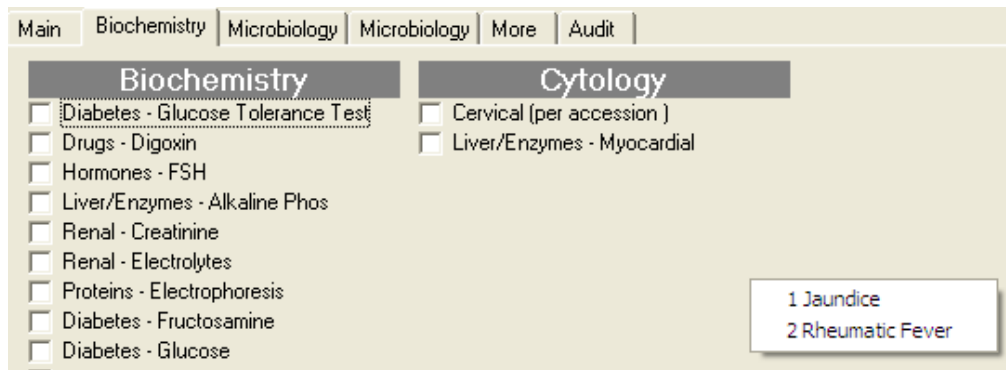
Now click on the Services tab and click the drop arrow to add a test from the macro service list.



Click Add and repeat the step above until you have added all the tests you require.



Activate by right clicking on the Lab Form and choosing the Macro from list



NOTE: If the test you require is missing you can add this through Setup InOutbox Referral Services Choose the Lab folder white page icon add the test Use up and down red arrows to move the entry to the appropriate group

4. Importing Photos into Medtech

2 Options:

(i) Attachments Manager:

NOTE: Any Attachments must be saved onto a shared area of the network

eg create a folder called Attachments in the MT32 folder of your server

This will need to be mapped on each workstation. Your Technician can set this up for you.

- ▶ Module ▶ Inbox ▶ Attachments **Manager** /click on the **Attachments Manager** icon
- ▶ **Click on the** Add a New Linked File **button** and browse to the location of the file (3 dots)
- ▶ Enter a description and OK
- ▶ This is now accessible under the Patient Inbox by clicking on the icon

(ii) Drawing Tool:

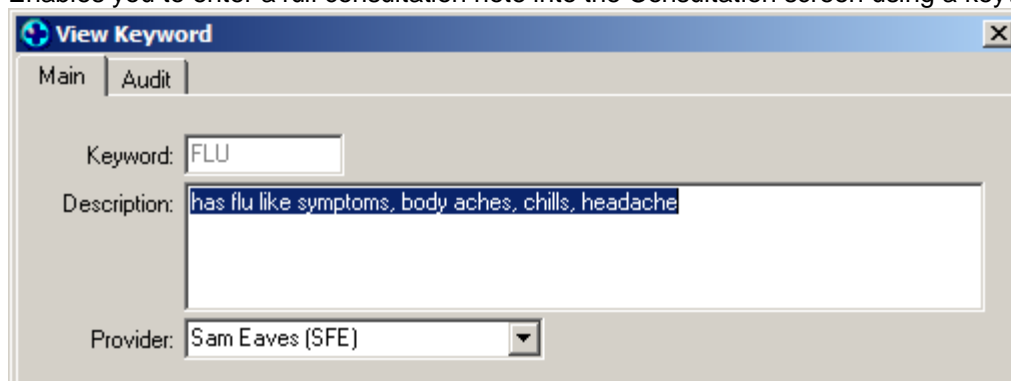
Use existing Templates of the human anatomy to record visual data related to Consultations. Photos can be imported directly from the camera or by saving the file and attaching it

- ▶ Tools Drawing or click the Drawing Tool icon choose template Use diagram information as appropriate OK enter description OK

5. Clinical Keywords

Setup Clinical Keyword

Enables you to enter a full consultation note into the Consultation screen using a keyword



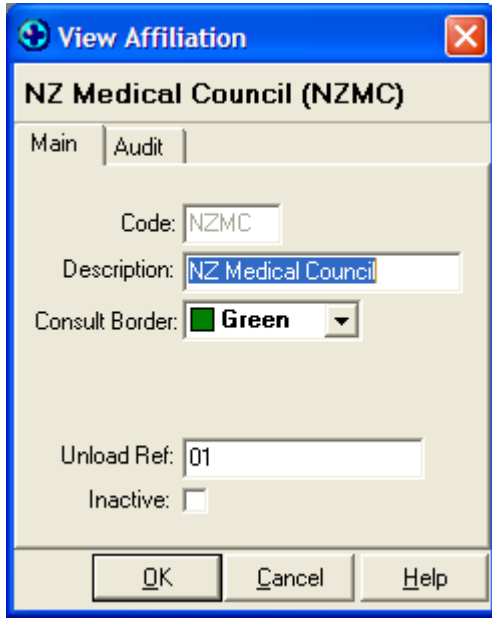
To Activate this keyword in the consultation screen using a full stop [keyword] enter e.g. .flu enter

6. Medical Affiliations

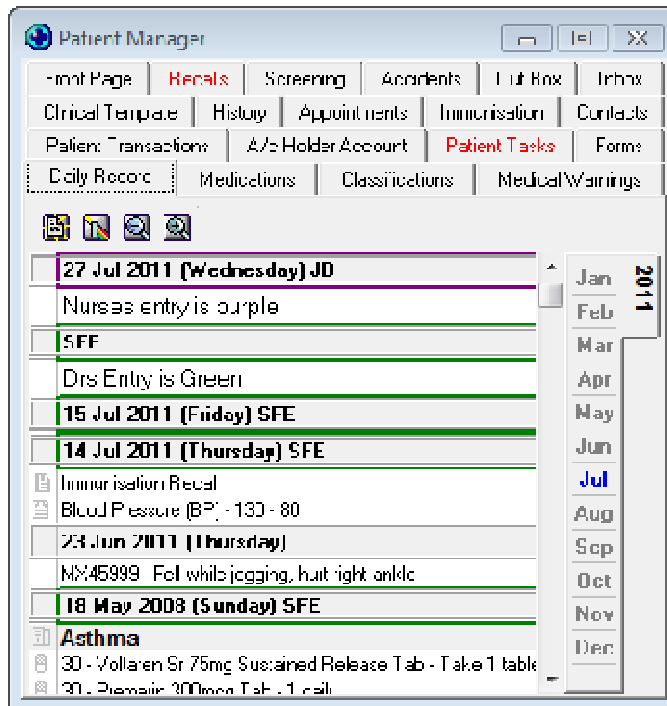
The ability to colour code the entries in the Daily Record

Setup Staff Affiliation

Double click to open the Affiliation and add the colour your require



Now when you look at the Daily record all entries made by Drs will be colour coded Green

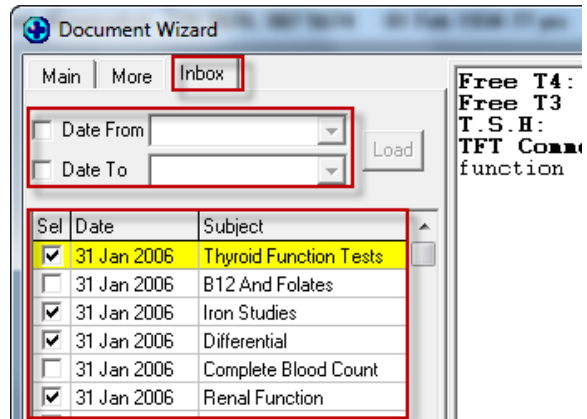


You also have the ability to filter on which affiliations entries you want to view.

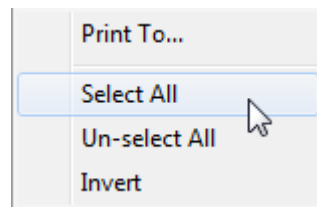
For further information on these features, or any other queries, please contact Medtech Support on 0800 2 633 832 (Option 1) or send us a fax, toll free on 0800 MEDTECH (633 832) or email nzsupport@Medtechglobal.com.

7. Date Range Filtering within the Outbox Wizard

- Ability to use date range filtering and right click options for selecting inbox results within the Outbox Document Wizard
- V 19.10 Build 3255 includes a filter for Date range filtering within the Inbox tab of the Wizard.
- Use the Right Mouse Click



within this area and choose select, select all or invert

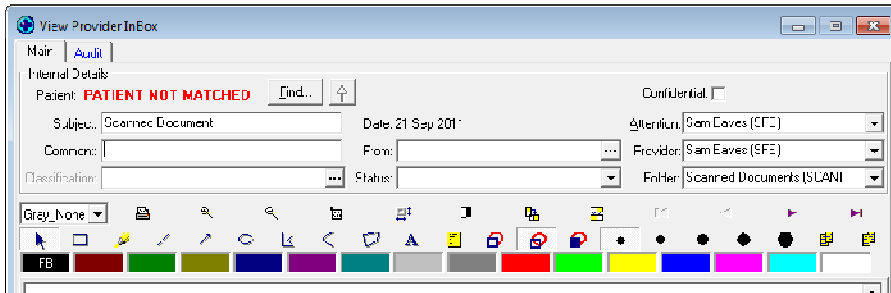


8. Frequently Asked Questions on our website:

- <http://www.medtechglobal.com/nz/medtech-online-nz/mo-medtech32-nz/faqs-mt32-nz.html>
- Or www.medtechglobal.com Select New Zealand in the Region- go to the Medtech Online dropdown, choose Medtech, and then select FAQs.
- Choose from admin, clinical

9. Draw Ability with Scanned Documents

- Free Registration . check Help > Register for a tick in %Annotations+
- Module > Inbox > Scanning
- Use the Annotations Toolbar to make highlights etc.



10. Add a Patient Screening Entry Directly from the Provider Inbox

- Right click option within Inbox Record (Patient should be on Palette)
- ADD New Screening
- Select Classification