

Summary Sheet

Configuring user options to help maintain data quality

Individual users can change their default settings 'Options' in MedicalDirector Clinical to assist with data collection & quality.

Changing default option so that 'Reason for Contact' does not automatically add to 'Past Medical History':

- 1. From the **main screen** (not from within a patient record), select the **Tools** menu
- 2. Select **Options** from the drop-down list.
- 3. Select the **Progress Notes** tab.
- 4. Untick 'Save in Past Medical History' & Save. (NB. If reason for contact is a new diagnosis it will need to be added to the Past History list).

Mandating 'Reason for Contact' & 'Reason for Medication':

Mandating 'reason for contact' & 'reason for medication' means a prompt will appear when the patient record is closed if this information has not yet been entered. This can be a helpful reminder to enter this supplementary data (an accreditation requirement).

- 1. Select **Tools** > **Options** > **Clinica**l tab
- 2. Tick 'Mandate entering a reason(s).....'
- 1. Select Tools > Options > Prescribing tab
- 2. Untick 'Save in Past Medical History'
- 3. Tick 'Reason for medication' under Prompts

Tools Clinical Correspondence Search Resources Sidebar

Medicare Australia PIC Certificate Manager

Cbit-Shift+X

Size 10 -

Seve in Past Medical History

Letter Writer.

Labels... X-ray View Screen

Calculators

Print Options...

Frompt to save progress rules

Autosave notes every 60 seconds

In the Rich test when saving medication reviews in congress notes

Manage Communications...
Patient Photo Options
HealthLink





