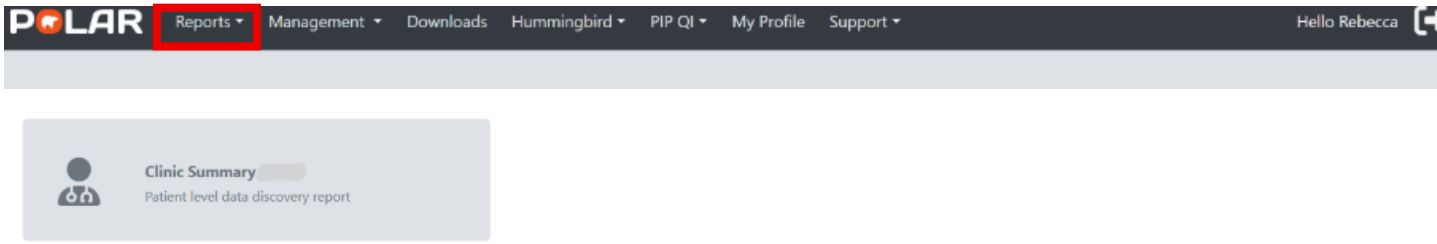
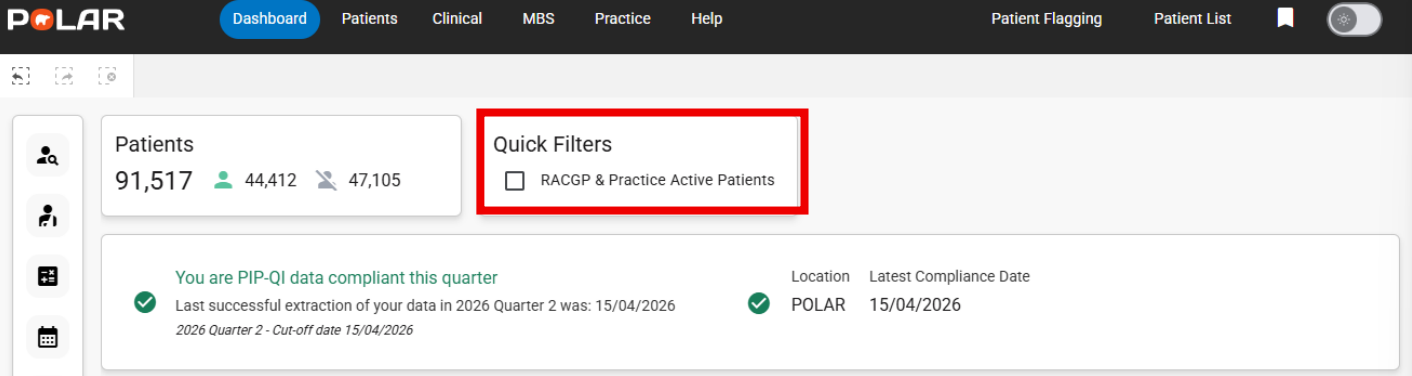
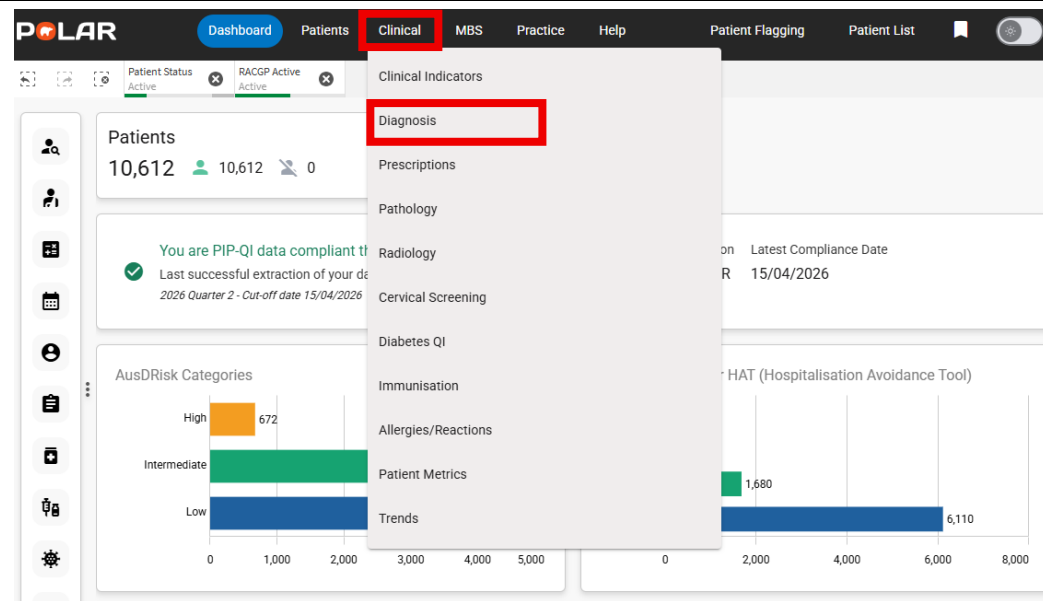


DEMENTIA QI TOOLKIT – POLAR GUIDE

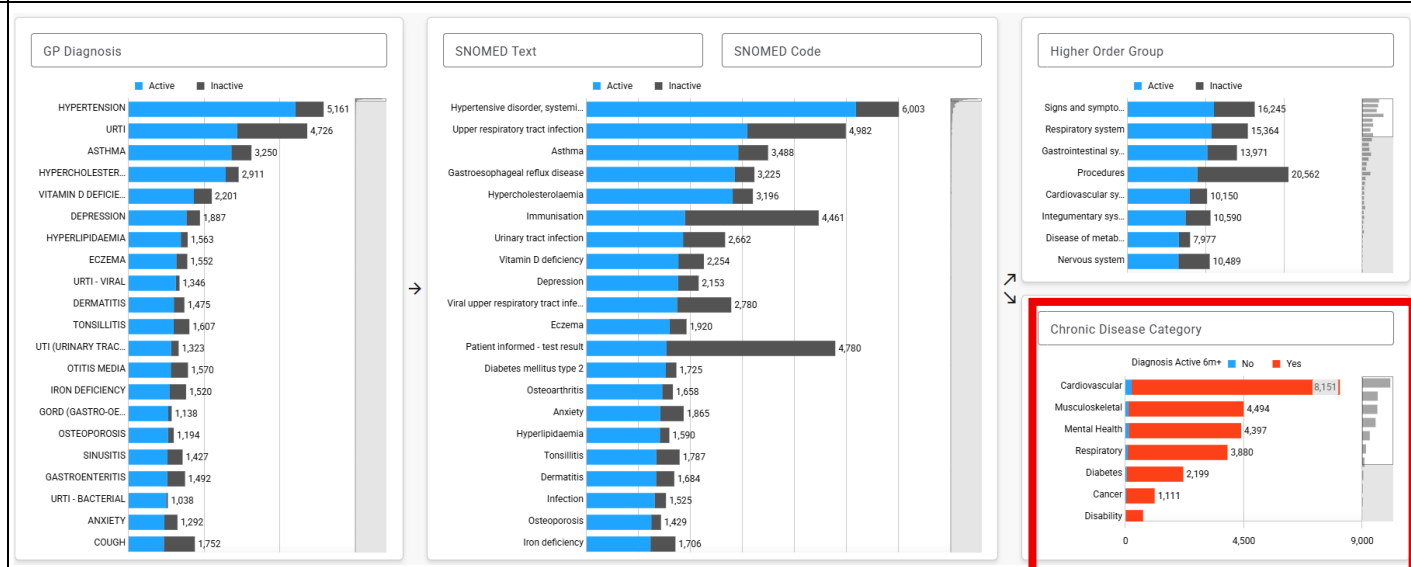
Activity 1.1 – Data Collection from POLAR

<p>1. Click on 'Reports' on the top bar of the POLAR page</p> <ul style="list-style-type: none">• Then click on 'Clinical Summary'	 <p>The screenshot shows the POLAR web interface. The top navigation bar includes 'POLAR', 'Reports', 'Management', 'Downloads', 'Hummingbird', 'PIP QI', 'My Profile', and 'Support'. The 'Reports' menu is highlighted with a red box. Below the navigation bar, there is a 'Clinic Summary' card with a sub-heading 'Patient level data discovery report'.</p>
<p>2. Click on the quick filter to ensure 'RACGP & Practice Active Patients'</p> <p><i>Note: to capture active patients per RACGP criteria alone, you can remove the 'Patient Status' filter after selecting 'Quick Filters' and use the following guide with 'RACGP Active' only.</i></p>	 <p>The screenshot shows the POLAR Dashboard. The top navigation bar includes 'POLAR', 'Dashboard', 'Patients', 'Clinical', 'MBS', 'Practice', 'Help', 'Patient Flagging', and 'Patient List'. The 'Quick Filters' section is highlighted with a red box and contains a checkbox for 'RACGP & Practice Active Patients'. Below this, there is a compliance notification: 'You are PIP-QI data compliant this quarter' with a green checkmark. A table below shows the last successful extraction of data in 2026 Quarter 2 was on 15/04/2026, with the location being POLAR and the latest compliance date also being 15/04/2026.</p>

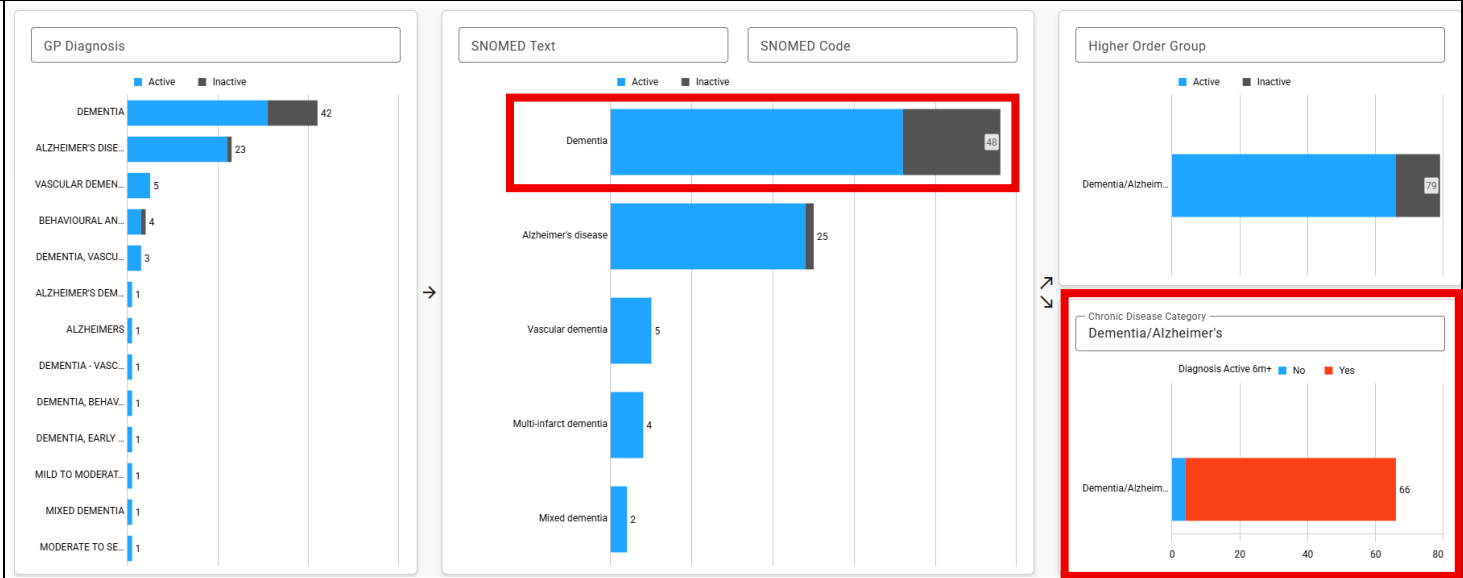
3. On the top bar of the webpage select 'Clinical' and then 'Diagnosis'.



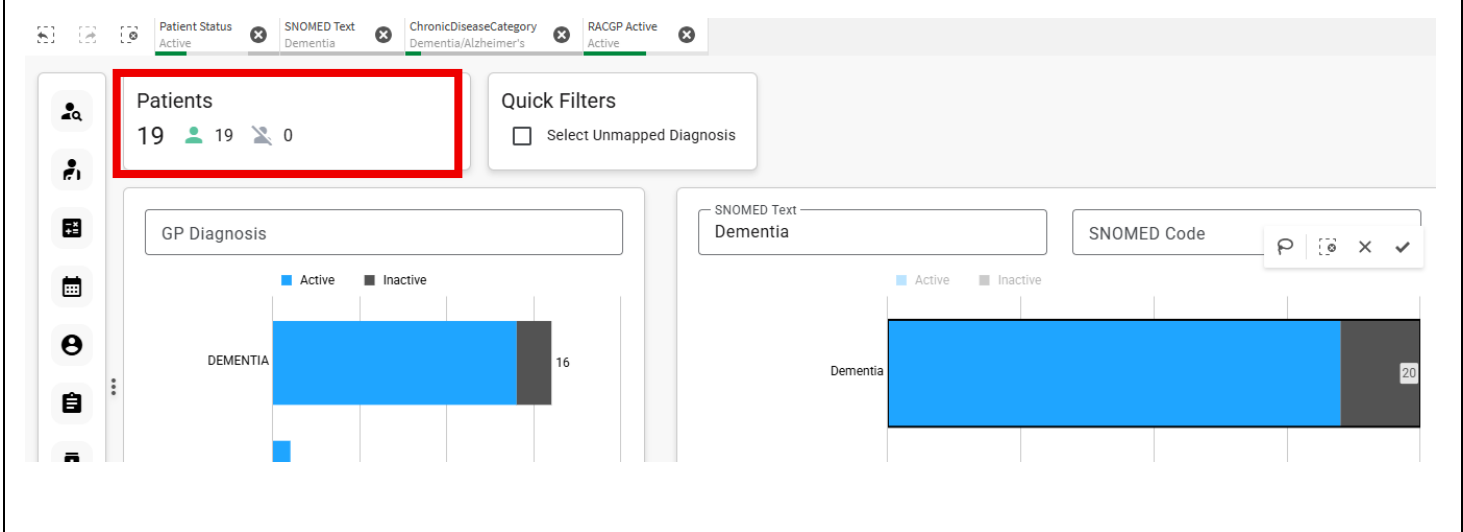
4. The following page will appear. On the bottom right, click on the 'Dementia/Alzheimer's' category.



5. After selecting the Dementia/Alzheimer's category, the middle column "SNOMED" will show the total number of active patients with Dementia/Alzheimer's. Click on Dementia.



6. You can now view the number of active patients with dementia.



7. To determine the number of active patients with dementia aged 75 years and older who have NOT had a Health Assessment completed in the last 12 months:

- Click on 'MBS' then 'tracked MBS'.

Note: ensure relevant 'Patient Status/RACGP Active', 'SNOMED Text' and 'ChronicDiseaseCategory' dementia filters are still active.

The screenshot shows the POLAR software interface. The top navigation bar includes 'Dashboard', 'Patients', 'Clinical', 'MBS', 'Practice', and 'Help'. The 'MBS' menu is open, showing options: 'Tracked MBS', 'Potential Revenue', 'MBS Revenue', and 'MBS Services'. The 'Tracked MBS' option is highlighted with a red box. Below the navigation bar, there are several filters: 'Patient Status' (Active), 'SNOMED Text' (Dementia), and 'ChronicDiseaseCategory' (Dementia/Alzheimer). A 'Patients' summary box shows 19 active patients and 0 inactive. The main area features a bar chart titled 'GP Diagnosis' with a legend for 'Active' (blue) and 'Inactive' (grey). The chart shows two categories: 'DEMENTIA' with 16 total patients (15 Active, 1 Inactive) and 'DEMENTIA - MIL...' with 1 total patient (1 Active, 0 Inactive). Other filters like 'SNOMED Code' and 'Higher Order Group' are visible on the right.

8. This webpage will appear, click on the eye next to '75+ Health Assessment' and this will identify which patients have not had this assessment in the past 12 months (under 'To Action').

- If you wish to generate a list of patients to consider completing a 75+ Health Assessment, select 'combined'. Then select 'patient list' in the top right of the screen to generate a list of patients.

The screenshot shows the POLAR MBS dashboard. The top navigation bar includes 'Dashboard', 'Patients', 'Clinical', 'MBS', 'Practice', and 'Help'. On the right, there are links for 'Patient Flagging' and 'Patient List' (highlighted with a red box). Below the navigation, there are filters for 'Patient Status' (Active), 'SNOMED Text' (Dementia), 'ChronicDiseaseCategory' (Dementia/Alzheimer's), and 'RACGP Active' (Active). A 'Patients' summary shows 19 patients, with 19 active and 0 inactive. A 'Selected TMS Item' dropdown is set to '75+ Health Assessment'. A 'Tracked MBS Review Eligibility' section shows radio buttons for 3 Months (selected), 6 Months, and 9 Months. On the left sidebar, there are buttons for 'To Action' (13), 'Never Had', 'Expired', 'Combined', and 'Partially Claimed' (0). Below these are 'For Review' buttons. The main table displays MBS items with columns for 'View', 'Tracked MBS Item', 'Active', 'Active Review', 'To Action', 'Expired', 'Never Had', 'Partially Claimed', 'Eligible for Renewal', 'Eligible for Review', 'Potential Anomalies', and 'Cla'. The '75+ Health Assessment' row is highlighted with a red box around its 'View' icon.

View	Tracked MBS Item ↑	Active	Active Review	To Action	Expired	Never Had	Partially Claimed	Eligible for Renewal	Eligible for Review	Potential Anomalies	Cla
	GPCCMP	5	0	14	0	14	4	0	4	0	2
	Indigenous Health Assessment	0	Not Applicable	0	0	0	Not Applicable	Not Applicable	Not Applicable	0	0
	Indigenous Nurse Assessment	0	Not Applicable	0	0	0	Not Applicable	Not Applicable	Not Applicable	0	0
	Chronic Disease Nurse Assessment	0	Not Applicable	5	2	3	0	0	Not Applicable	0	0
	45-49 Health Assessment	0	Not Applicable	0	0	0	Not Applicable	Not Applicable	Not Applicable	0	0
	75+ Health Assessment	6	Not Applicable	13	7	6	Not Applicable	Not Applicable	Not Applicable	0	1
	Home Medication Review	2	Not Applicable	12	3	9	Not Applicable	Not Applicable	Not Applicable	0	1

9. To view the number of active patients with dementia who had a medication review in the previous 12 months, stay on the current page and click on the eye next to 'Home Medication Review'. You can now identify how many patients have had a medication review under the 'Active' column.

Note: ensure relevant 'Patient Status/RACGP Active', 'SNOMED Text' and 'ChronicDiseaseCategory' dementia filters are still active.

Patients 19 19 0

Selected TMS Item: Home Medication Review

Tracked MBS Review Eligibility: 3 Months 6 Months 9 Months

To Action: 12

Never Had: 0

Expired: 0

Combined: 0

Partially Claimed: 0

For Review: 0

For Renew: 0

Fully Claimed: 2

View	Tracked MBS Item ↑	Active	Active Review	To Action	Expired	Never Had	Partially Claimed	Eligible for Renewal	Eligible for Review
	GPCCMP	5	0	14	0	14	4	0	4
	Indigenous Health Assessment	0	Not Applicable	0	0	0	Not Applicable	Not Applicable	Not Applicable
	Indigenous Nurse Assessment	0	Not Applicable	0	0	0	Not Applicable	Not Applicable	Not Applicable
	Chronic Disease Nurse Assessment	0	Not Applicable	5	2	3	0	0	Not Applicable
	45-49 Health Assessment	0	Not Applicable	0	0	0	Not Applicable	Not Applicable	Not Applicable
	75+ Health Assessment	6	Not Applicable	13	7	6	Not Applicable	Not Applicable	Not Applicable
	Home Medication Review	2	Not Applicable	12	3	9	Not Applicable	Not Applicable	Not Applicable
	Heart Health Check	0	Not Applicable	13	0	13	Not Applicable	Not Applicable	Not Applicable
	Diabetes Cycle of Care	0	Not Applicable	7	0	7	Not Applicable	Not Applicable	Not Applicable

10. To view the number of active patients with dementia with a BP and cholesterol in a healthy range recorded in the last 12 months go to 'Clinical' then 'Clinical Indicators'.

Note: ensure you remove the filter 'Patient ID'.

POLAR Dashboard Patients **Clinical** MBS Practice Help

Patient Status: Active

SNOMED Text: Dementia

Chronic Disease: Dementia

Clinical Indicators

Diagnosis

Prescriptions

Pathology

Radiology

Patients 19 19 0

To Action

Overview

11. To screen for patients only within the last 12 months, click on 'Activity' on the left-hand side panel. Then click on 'Activity Date Range' and select the following date ranges.

The screenshot shows a software interface for patient activity filtering. At the top, there are four filter tabs: 'Patient Status Active', 'SNOMED Text Dementia', 'ChronicDiseaseCategory Dementia/Alzheimer's', and 'RACGP Active Active'. Below these, a 'Patients' summary shows 19 active patients and 0 inactive. The main filter area has three sections: 'Inclusions' (with a count of 19), 'Exclusions', and 'Intersection'. Under 'Inclusions', there are four checkboxes: 'All' (unchecked), 'Demographics' (checked), 'Clinical Measures' (unchecked), and 'Diagnosis' (checked). A 'Demographics' dropdown menu is open, showing 'Activity Type' and 'Patient Activity Count' as active filters. The 'Activity Date Range' dropdown is also open, showing a search bar and five date range options, all of which are checked: '2 to 3 months ago', '4 to 6 months ago', '7 to 12 months ago', 'Last 1 month', and 'Outside 12 months'. To the right of the dropdowns are two blue 'Active' buttons with close icons.

12. Select 'Clinical Measures'.

The screenshot shows a patient search interface with several filters at the top: Patient Status (Active), Activity Date Range (4 of 5), SNOMED Text (Dementia), ChronicDiseaseCategory (Dementia/Alzheimer's), and RACGP Active (Active). Below the filters, a 'Patients' box shows 16 patients. There are three tabs: 'Inclusions' (16), 'Exclusions', and 'Intersection Diagram'. Under the 'Inclusions' tab, there are checkboxes for 'All', 'Demographics', 'Clinical Measures' (checked and highlighted with a red box), 'Diagnosis', 'Medications', and 'Test & Imaging'. Below these are two input fields for 'Clinical Measures': 'Systolic Blood Pressure' and 'Cholesterol'.

13. Select 'Systolic Blood Pressure' then select 'Between 90 and 120'. Select 'Cholesterol' then select '<5.5mmol/litre'.

The screenshot shows the 'Clinical Measures' section of the interface. The 'Inclusions' tab is active, showing 3 items. There are checkboxes for 'All', 'Demographics', 'Clinical Measures' (checked), 'Diagnosis', and 'Medications'. Below this, there are two input fields for 'Clinical Measures': 'Systolic Blood Pressure' and 'Cholesterol'. The 'Systolic Blood Pressure' field contains 'Between 90 and 120' and has a blue button next to it with the text 'Between 90 and 120' and a close icon. The 'Cholesterol' field contains '<5.5mmol/litre' and has a blue button next to it with the text '<5.5mmol/litre' and a close icon. Both input fields and their corresponding buttons are highlighted with a red box.

14. You can now view the number of active dementia patients with a BP and cholesterol in a healthy range within the last 12 months.



The screenshot displays a search interface with the following components:

- Filter Bar:** Patient Status (Active), Activity Date Range (4 of 5), SNOMED Text (Dementia), ChronicDiseaseCategory (Dementia/Alzheimer's), BloodPressure (Between 90 and 120), Cholesterol (<5.5mmol/litre), RACGP Active (Active).
- Summary:** Patients: 1 (Active), 1 (Excluded), 0 (Other).
- Section Toggles:** Inclusions (1), Exclusions, Intersection Diagram.
- Category Selection:** All, Demographics, Clinical Measures, Diagnosis, Medications, Test & Imaging, Immunisation.
- Clinical Measures:**
 - Systolic Blood Pressure: Between 90 and 120 (Remove: X)
 - Cholesterol: <5.5mmol/litre (Remove: X)

15. To view the number of active patients with dementia who had a shared health summary uploaded in the previous 12 months, go to 'patients' then 'MHR'

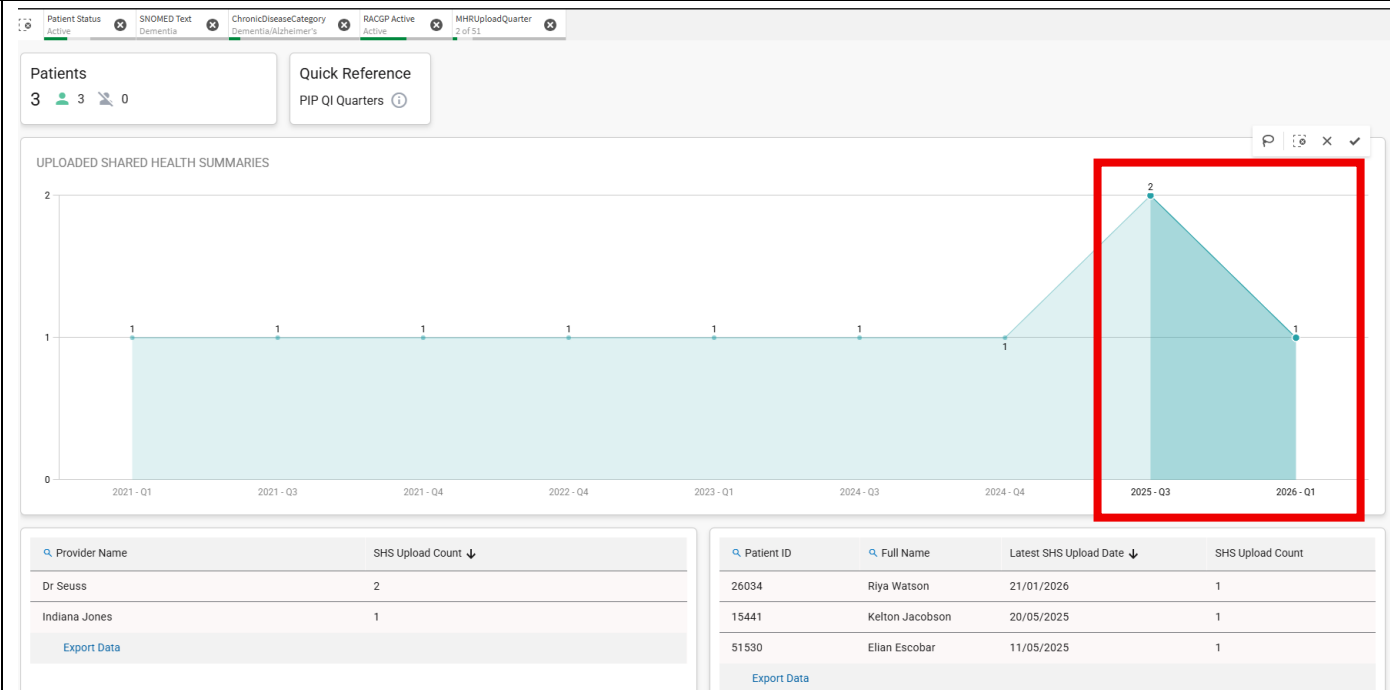
Note: ensure you remove the filters 'BloodPressure', 'Cholesterol', and 'Activity Date Range' before proceeding.

The screenshot shows the POLAR dashboard interface. At the top, there is a navigation bar with 'POLAR' on the left and 'Dashboard', 'Patients', 'Clinical', 'MBS', 'Practice', and 'Help' on the right. The 'Patients' tab is selected and highlighted with a red box. Below the navigation bar, there is a 'Patients' summary card showing '1' patient with a green person icon, '1' with a grey person icon, and '0' with a grey person icon. A dropdown menu is open from the 'Patients' tab, with 'MHR' highlighted by a red box. The main content area shows 'Inclusions' with a '1' in a green circle. Below this, there are filter options: 'All', 'Demographics', 'Clinical Measures' (checked), 'Diagnosis', 'Medications', 'Test & Imaging', and 'Immunisations'. Under 'Clinical Measures', there are three filter boxes: 'Systolic Blood Pressure' with the value 'Between 90 and 120', 'Cholesterol' with the value '<5.5mmol/litre', and 'eGFR'. The 'BloodPressure' and 'Cholesterol' filters are highlighted with blue boxes. At the bottom, there is a 'RMI' filter box.

16. On this page, you can view uploaded shared health summaries.

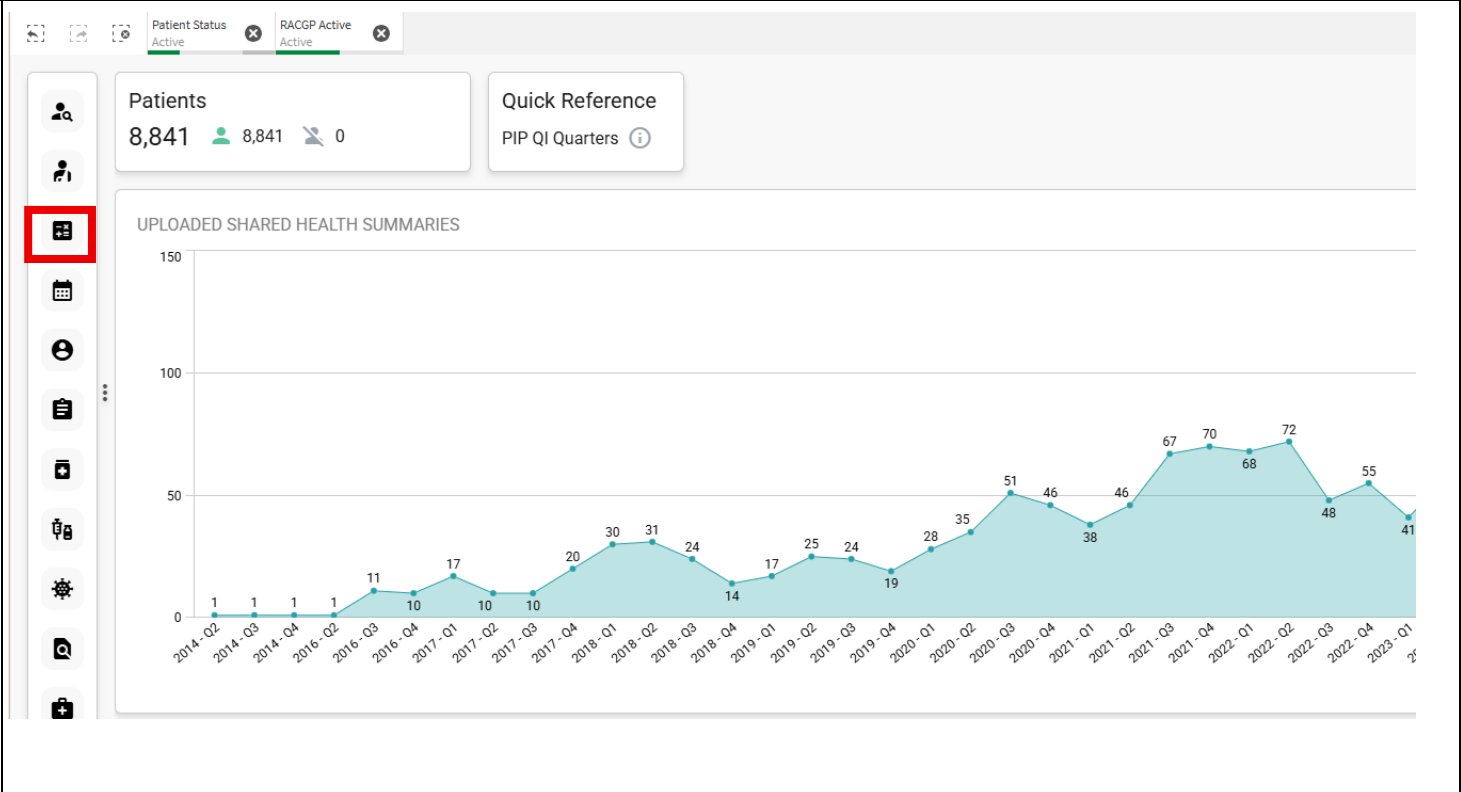
- To view the number of shared health summaries within the last 12 months, click on the last four PIP QI Quarters under 'Uploaded shared health summaries'.
- In the current example, this would include 2026 Q2 – 2025 Q3 (seen in the green box).

Note: if you notice some PIP QI Quarters missing, this is because there were 0 health summaries uploaded during this time. These missing quarters are still calculated in the 'last four months' to ensure only shared health summaries uploaded in the last 12 months are captured.



17. To view the number of active patients who are at high risk of dementia, go to 'Risk Categories' on the left-hand side bar.

Note: remove 'MHRUploadQuarter', 'SNOMED Text', and 'ChronicDiseaseCategory' filters before proceeding.



18. Select 'Dementia risk' and 'Yes'.

Patient Status Active RACGP Active Active Dementia Risk Yes

Patients 143 143 0 Quick Reference PIP QI Quarters

UPLOADED SHARED HEALTH SUMMARIES

CVD Risk

HAT Risk

APRI Risk

AusDRisk Category

Dementia Risk

Type to search... ✓

Yes

No

Cervical Cancer Screening Status

Skin Cancer Screening Status

Life! Criteria

Quarter	SHS Upload Count
2018-01	3
2018-02	2
2018-03	2
2019-01	2
2019-02	2
2019-03	4
2019-04	2

SHS Upload Count ↓

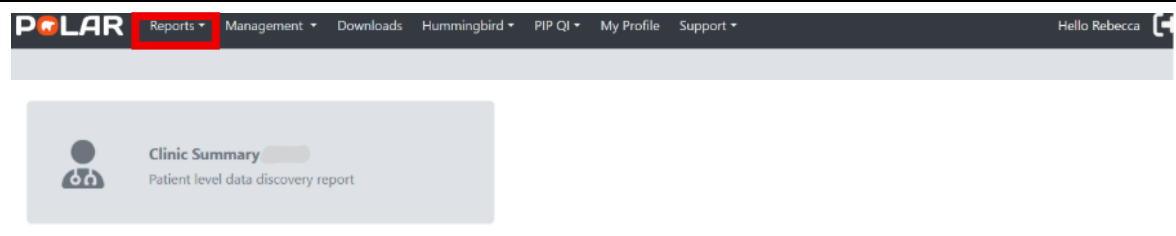
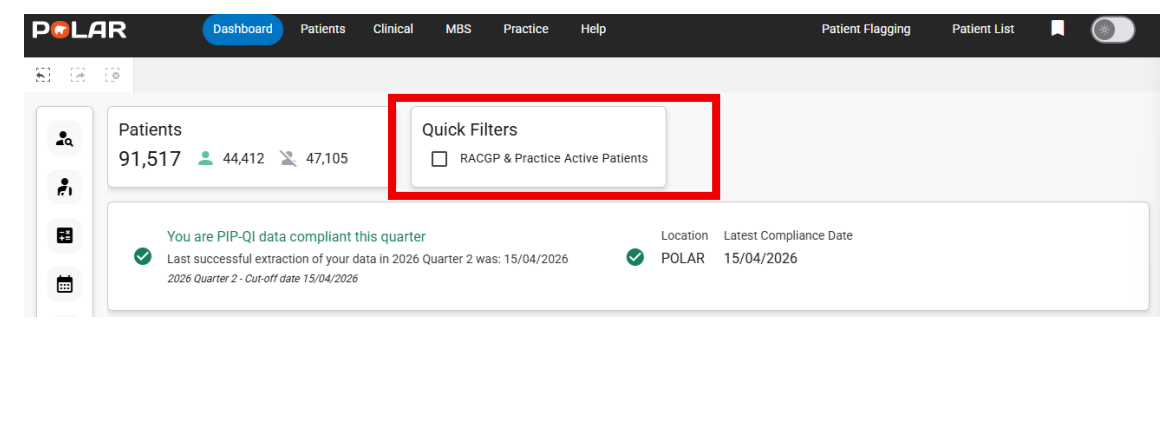
29

19. You can now view the number of active patients who are at risk of dementia.

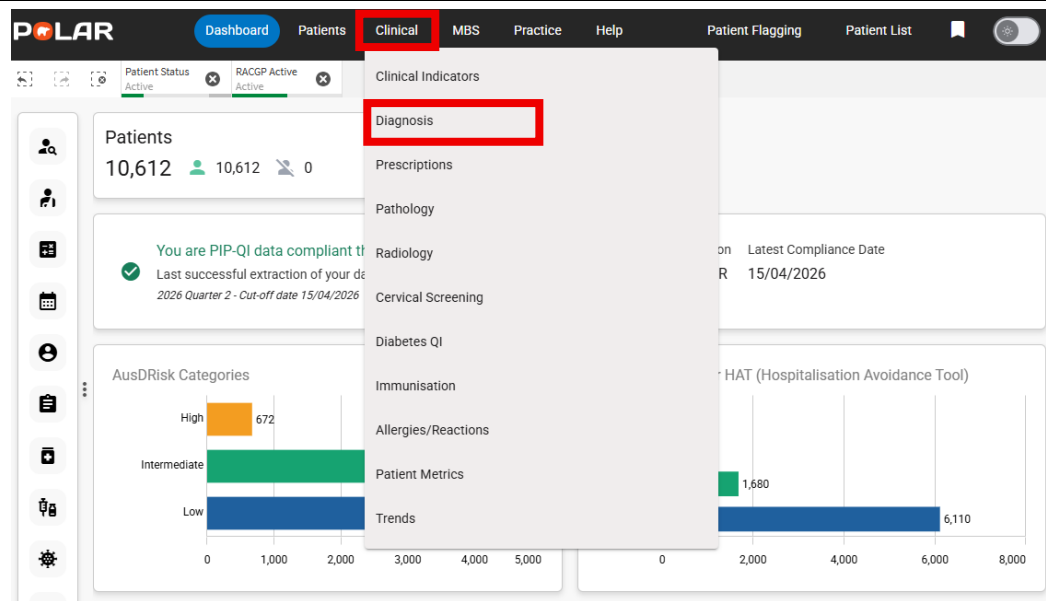
The screenshot shows a dashboard interface with the following elements:

- Filters:** Three active filters are displayed at the top: "Patient Status" (Active), "RACGP Active" (Active), and "Dementia Risk" (Yes).
- Patient Count:** A central box displays "Patients 143", with a breakdown of 143 active patients (represented by a green person icon) and 0 at-risk patients (represented by a grey person icon).
- Quick Filters:** A "Quick Filters" section on the right contains one checked filter: "RACGP & Practice Active Patients".

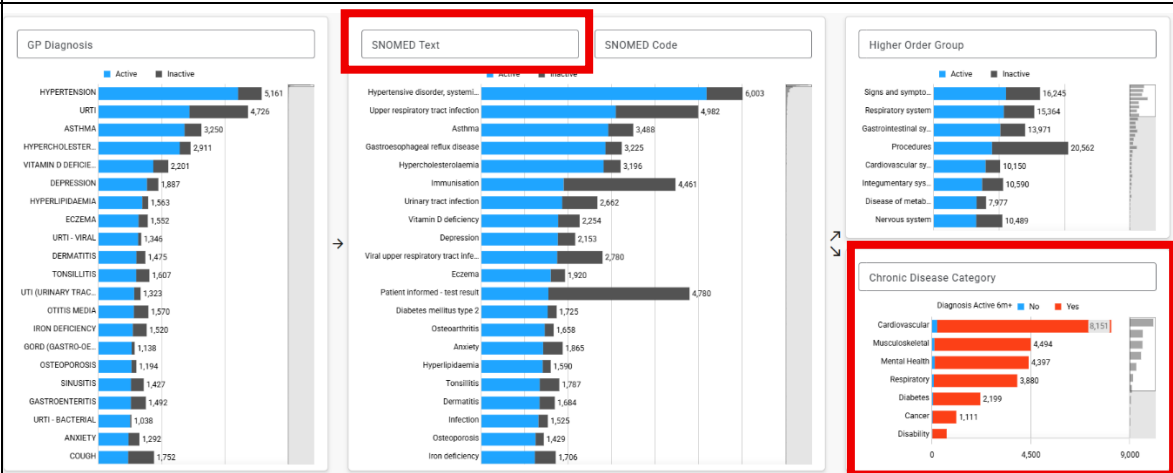
Activity 5.1 – Data Collection from POLAR

<p>1. Click on 'Reports' on the top bar of the POLAR page</p> <ul style="list-style-type: none">• Then click on 'Clinical Summary'	 <p>The screenshot shows the POLAR Reports page. The top navigation bar includes 'POLAR', 'Reports' (highlighted with a red box), 'Management', 'Downloads', 'Hummingbird', 'PIP QI', 'My Profile', and 'Support'. Below the navigation bar, there is a 'Clinic Summary' card with a person icon and the text 'Patient level data discovery report'.</p>				
<p>2. Click on the quick filter to ensure 'active patients'</p>	 <p>The screenshot shows the POLAR Dashboard. The top navigation bar includes 'POLAR', 'Dashboard' (highlighted with a blue box), 'Patients', 'Clinical', 'MBS', 'Practice', and 'Help'. Below the navigation bar, there is a 'Patients' card showing '91,517' patients, with sub-cards for '44,412' and '47,105'. A 'Quick Filters' box (highlighted with a red box) contains a checkbox for 'RACGP & Practice Active Patients'. Below the 'Patients' card, there is a compliance notification: 'You are PIP-QI data compliant this quarter'. The notification includes a table with the following data:</p> <table border="1"><thead><tr><th>Location</th><th>Latest Compliance Date</th></tr></thead><tbody><tr><td>POLAR</td><td>15/04/2026</td></tr></tbody></table> <p>Additional text in the notification: 'Last successful extraction of your data in 2026 Quarter 2 was: 15/04/2026' and '2026 Quarter 2 - Cut-off date 15/04/2026'.</p>	Location	Latest Compliance Date	POLAR	15/04/2026
Location	Latest Compliance Date				
POLAR	15/04/2026				

3. On the top bar of the webpage select 'Clinical' and then 'Diagnosis'.



4. The following page will appear. On the bottom right, you can click on the 'Dementia/Alzheimer's' category. Then, click on 'SMONED Text' and select 'Dementia'.



5. Then click on 'clinical', then 'clinical Indicators'.

The screenshot shows the POLAR software interface. The top navigation bar includes 'Dashboard', 'Patients', 'Clinical', 'MBS', 'Practice', and 'Help'. The 'Clinical' menu is open, showing options: 'Clinical Indicators', 'Diagnosis', 'Prescriptions', 'Pathology', 'Radiology', 'Cervical Screening', 'Diabetes QI', 'Immunisation', 'Allergies/Reactions', 'Patient Metrics', and 'Trends'. The 'Clinical Indicators' option is highlighted with a red box. Below the navigation bar, there is a 'Patients' summary card showing 19 active and 0 inactive patients. A 'GP Diagnosis' search bar is visible, and a bar chart for 'DEMENTIA' is partially shown at the bottom.

6. Select 'MBS Items'

The screenshot shows the 'MBS Items' selection screen in the POLAR software. The top navigation bar is the same as in the previous screenshot. Below the 'Patients' summary card, there are three tabs: 'Inclusions' (with a count of 19), 'Exclusions', and 'Intersection Diagram'. Under the 'Inclusions' tab, there is a row of checkboxes for various categories: 'All', 'Demographics', 'Clinical Measures', 'Diagnosis', 'Medications', 'Test & Imaging', 'Immunisations', 'MBS Items' (which is checked and highlighted with a red box), and 'Risk'. Below this row, there are three input fields: 'MBS Item No', 'MBS Activity Type', and 'Services Calendar' (with a calendar icon).

7. Select the item number that needs to be searched and apply a date filter of 1 year (red squares). This will give you the number of patients, which can be seen in the green square.

- The MBS items can then be cleared and other MBS items that are required for activity 5.1 can then be searched. The MBS item number needed can be found in the toolkit under Activity 5.

Note: if you cannot select an MBS item or apply a filter of 1 year, this is because there are no patient's who have claimed that MBS item within that time frame.

The screenshot shows a patient search interface with several annotations. At the top, there are tabs for 'Patient Status Active', 'SNOMED Text Dementia', 'ChronicDiseaseCategory Dementia/Alzheimer's', 'RACGP Active Active', and 'MBS Item 4 of 634'. Below the tabs, a 'Patients' section shows '4' patients, with a green square highlighting this number. The main search area has three tabs: 'Inclusions 4', 'Exclusions', and 'Intersection Diagram'. Under 'Inclusions', there are checkboxes for 'All', 'Demographics', 'Clinical Measures', 'Diagnosis', 'Medications', 'Test & Imaging', 'Immunisations', 'MBS Items' (checked), and 'Risk'. Below these, the 'MBS Items' section has a search box containing '705, 703, 707, 701', with a red square highlighting the search box and the buttons for '705', '703', '707', and '701'. Below the search box, there are two more search boxes: 'MBS Activity Type' and 'Services Calendar', with a red square highlighting the 'Services Calendar' box.