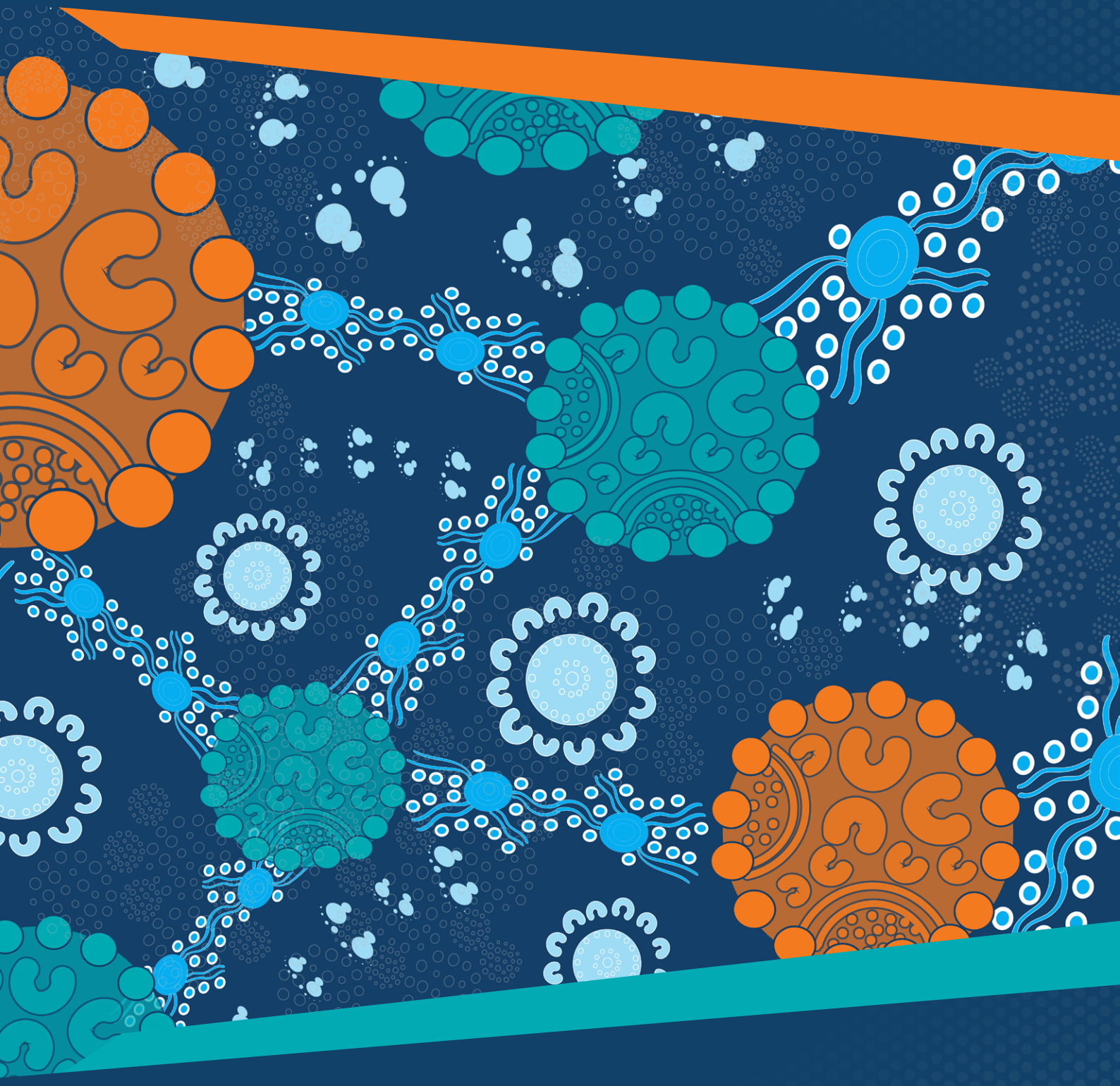
phn
CENTRAL AND
EASTERN SYDNEY
An Australian Government Initiative

Palliative and End of life Care Toolkit

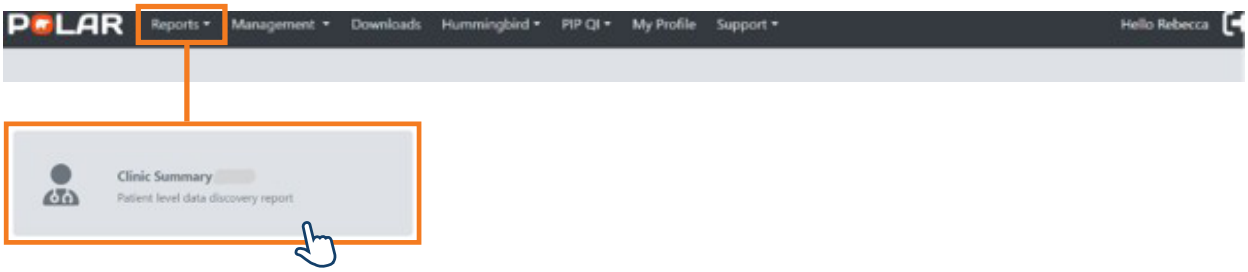
POLAR guide



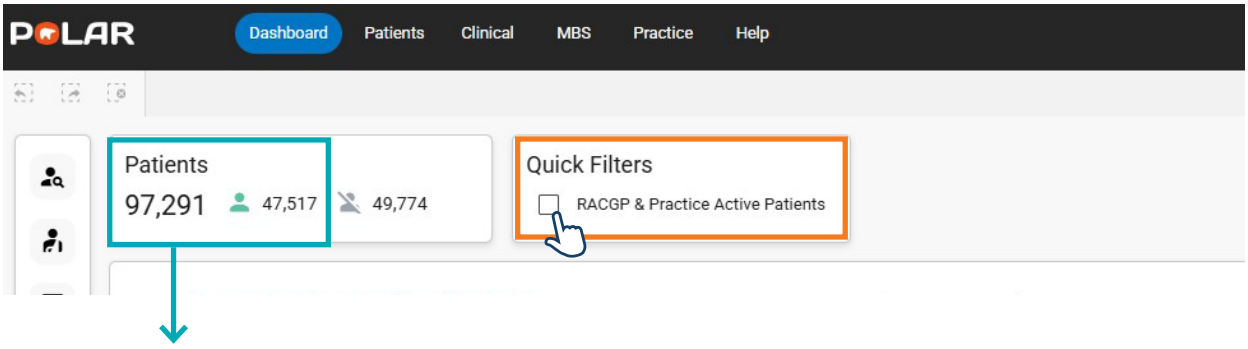
Once printed, this document is no longer controlled.Central and Eastern Sydney PHN is a business division of EIS Health Limited.
ABN 68 603 815 818
www.cesphn.org.au

Activity 1.1

1. Click on ***Reports*** on the top left bar of the POLAR page.
   Then click ***Clinical Summary***.

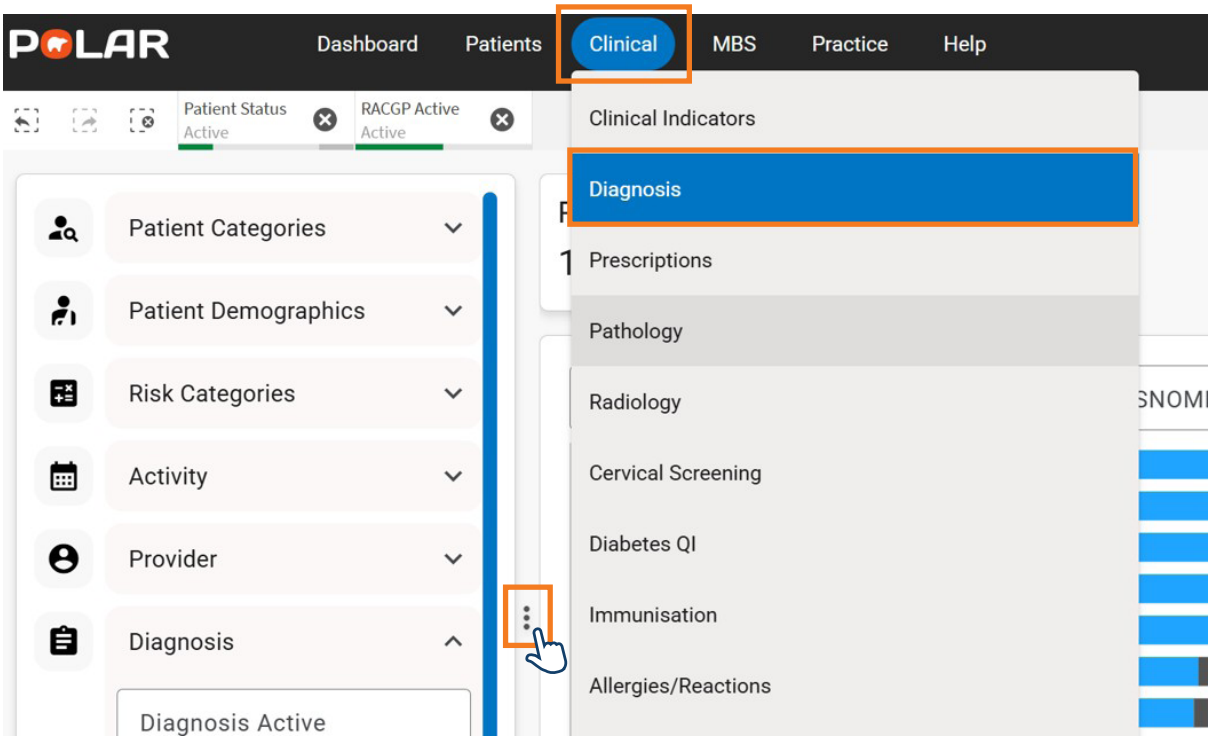


2. Click on the ***quick filter*** to ensure ***active patients***.

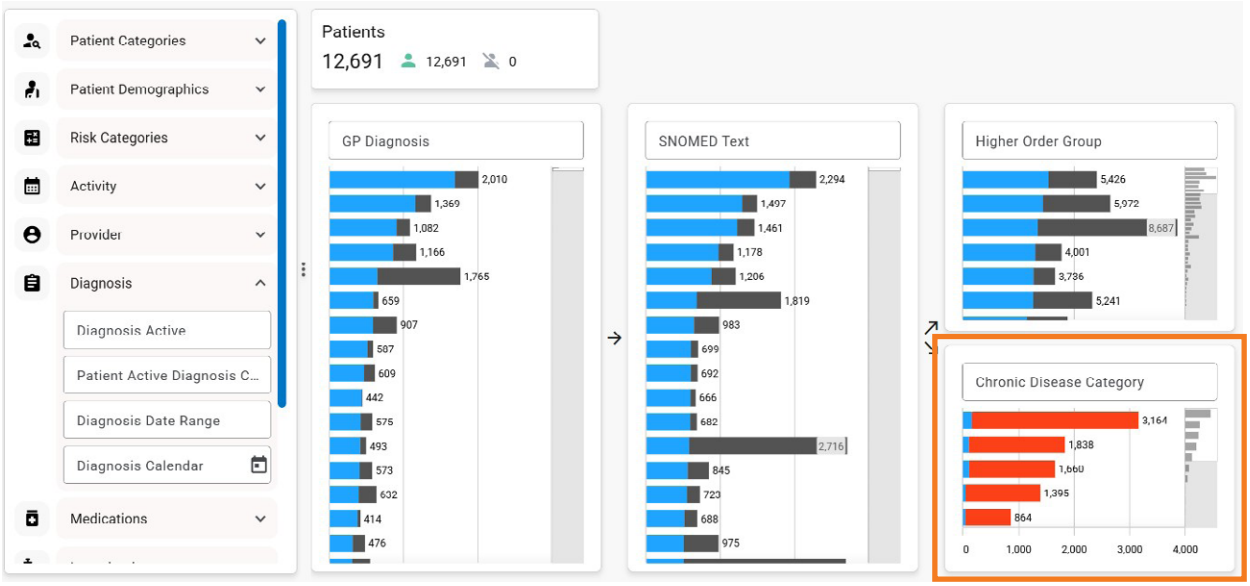


This will show the number of active patients in the green box, answering 1.1a.

3. On the top bar select ***Clinical*** then ***Diagnosis***.
   Ensure you have selected the ***three dots*** on the left-hand bar, so filters are visible.



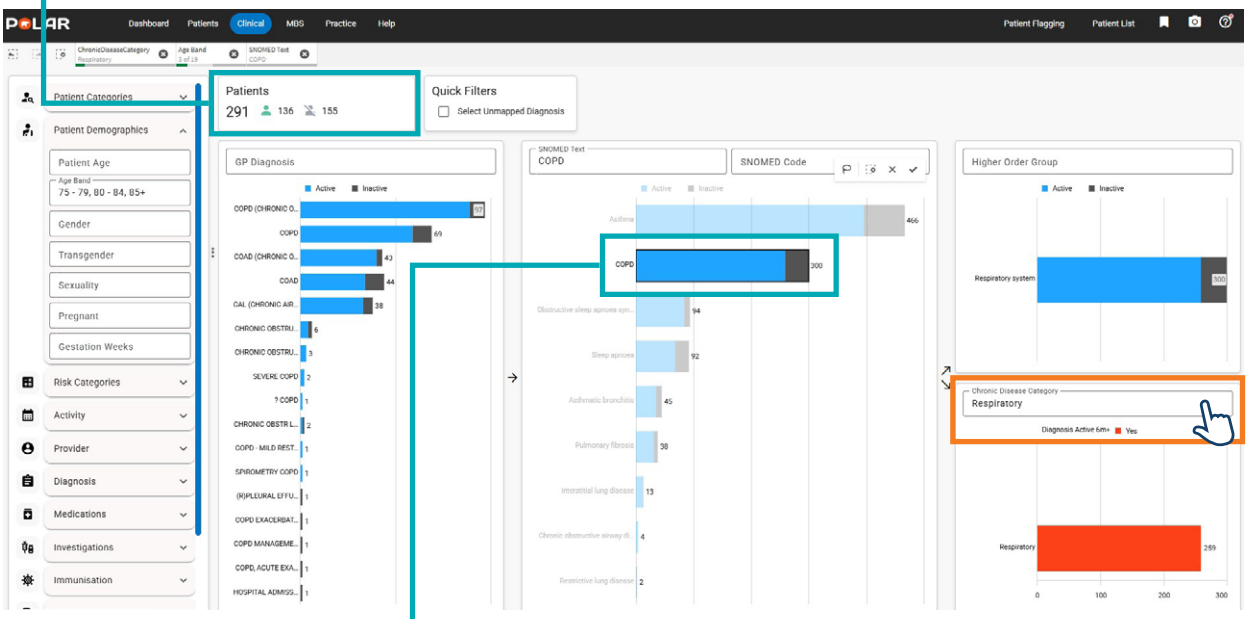
4. This page will appear. On the bottom right you are able to click on the ***Chronic Disease Category*** and filter through the different diseases.



5. Click on ***Chronic Disease Category*** and select a category. (***Respiratory*** is selected as an example.)

You can filter through the other chronic diseases as required for this activity.

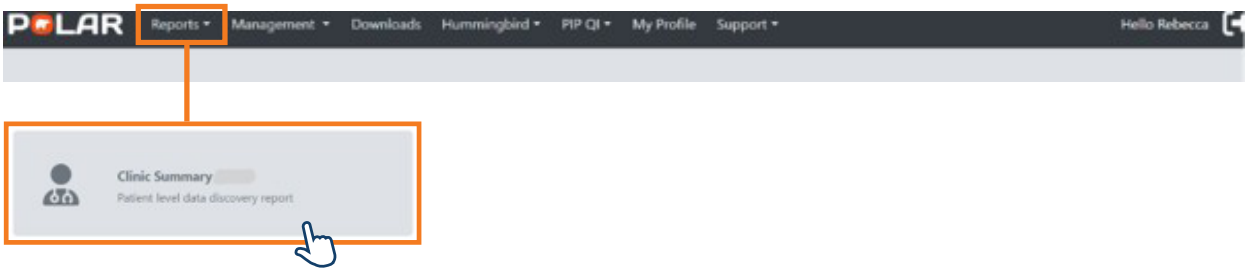
In the top left it will identify total patients with respiratory chronic diseases.



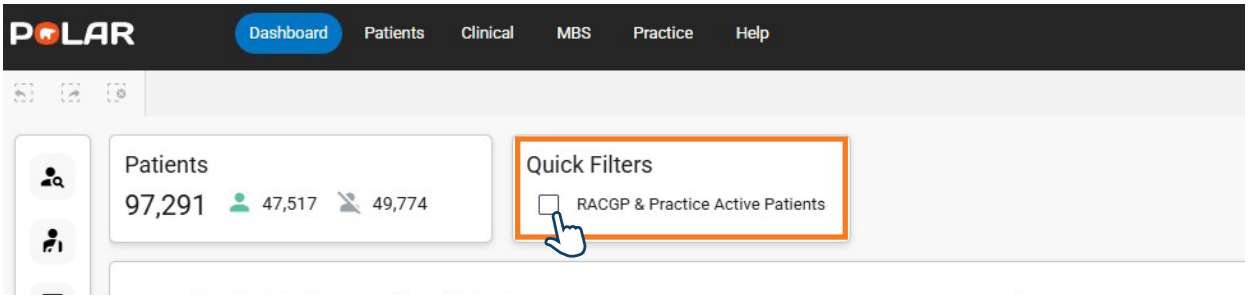
The middle column ***SNOMED*** will filter down to each respiratory disease e.g. COPD is highlighted. Once you click COPD the Patient Number in the top left will show the number of patients in the practice that have COPD.

Activity 1.2

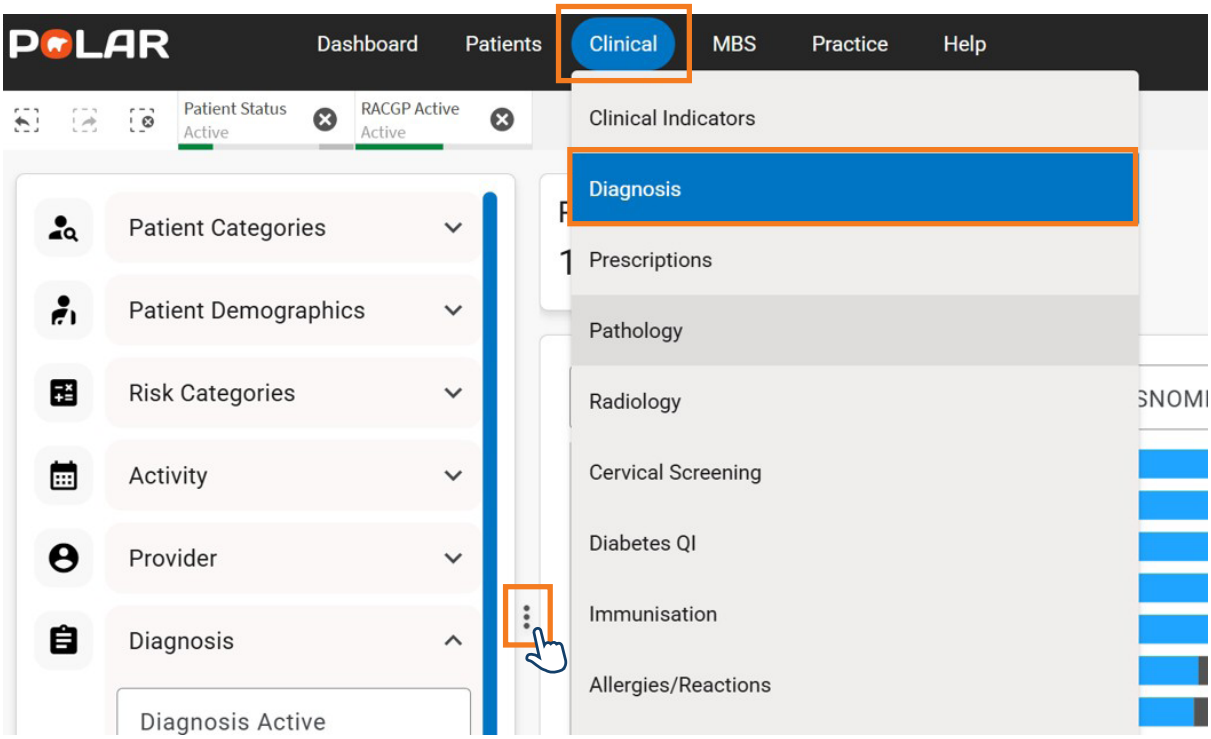
1. Click on ***Reports*** on the top left bar of the POLAR page.
   Then click ***Clinical Summary***.



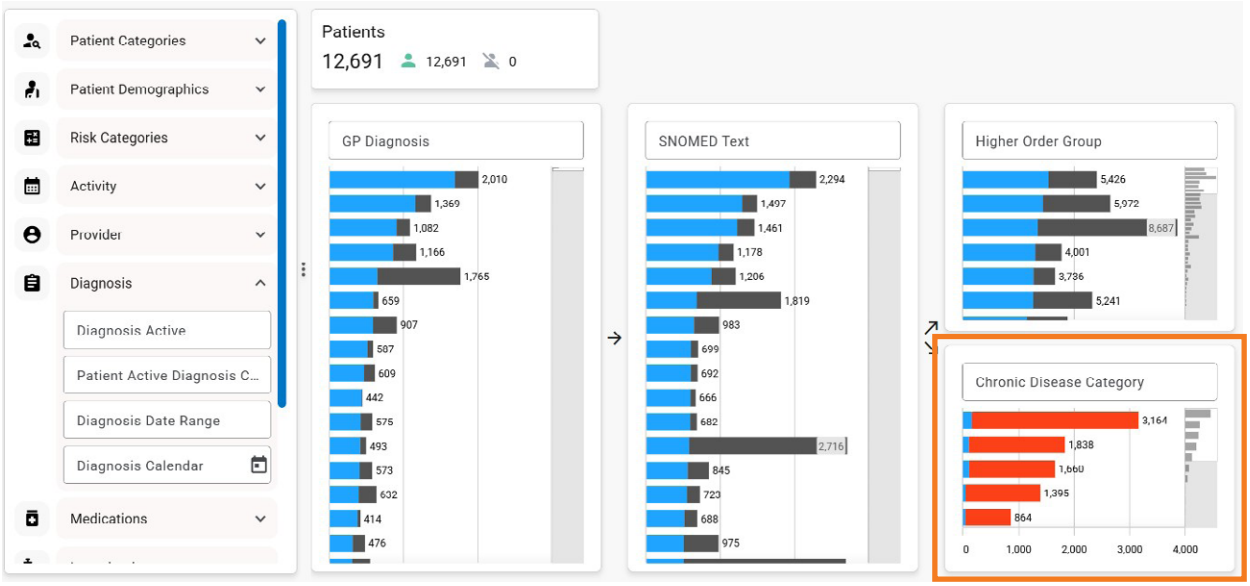
2. Click on the ***quick filter*** to ensure ***active patients***.



3. On the top bar select ***Clinical*** then ***Diagnosis***.
   Ensure you have selected the ***three dots*** on the left-hand bar, so filters are visible.



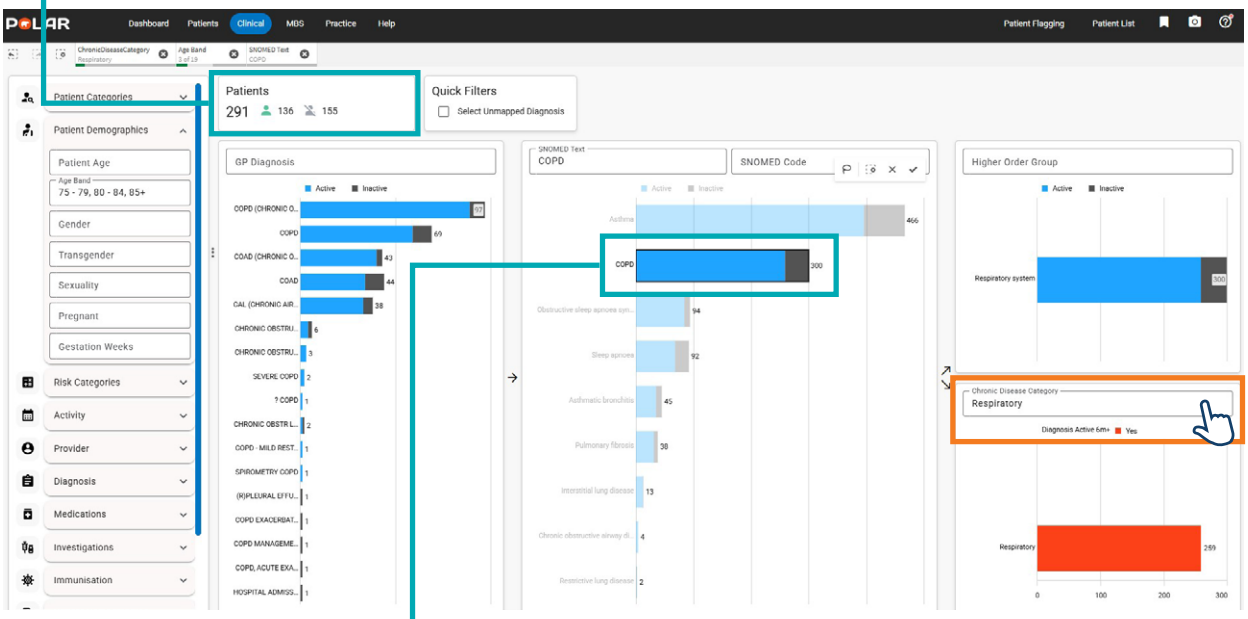
4. This page will appear. On the bottom right you are able to click on the ***Chronic Disease Category*** and filter through the different diseases.



5. Click on ***Chronic Disease Category*** and select a category. (***Respiratory*** is selected as an example.)

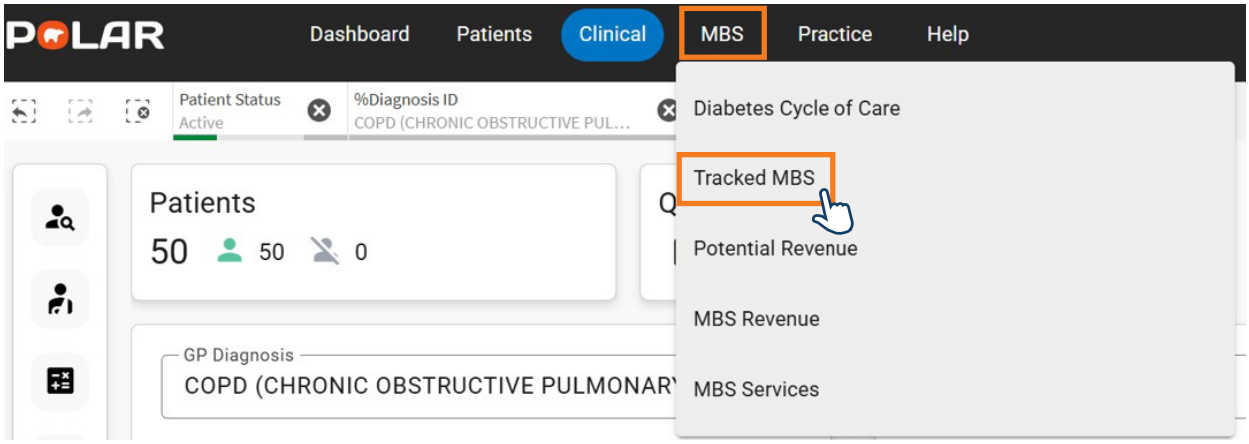
You can filter through the other chronic diseases as required for this activity.

In the top left it will identify total patients with respiratory chronic diseases.

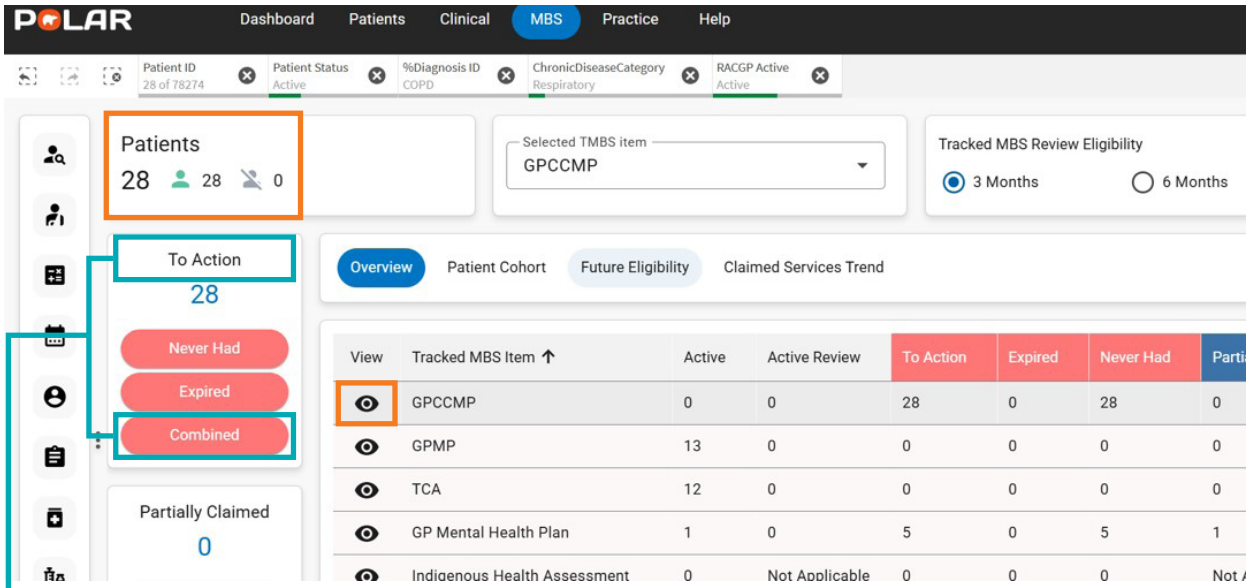


The middle column ***SNOMED*** will filter down to each respiratory disease e.g. COPD is highlighted. Once you click COPD the Patient Number in the top left will show the number of patients in the practice that have COPD.

6. Then go to the top bar on the webpage and select ***MBS*** then ***Tracked MBS***.



7. This webpage will appear, click on ***eye next to GPCCMP*** and this will identify which patients ***have and have not*** had this assessment.



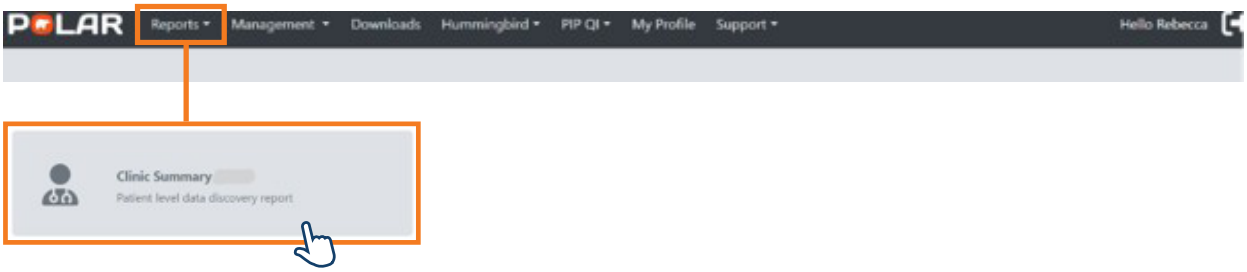
To generate a list of patients who have never had a GPCCMP completed, have outstanding GPCCMP actions, or may benefit from palliative care needs screening, select ***Combined*** under ***To Action***. This will generate a list of eligible patients.

Select ***patient list*** in the top right of the screen to generate a list of patients.

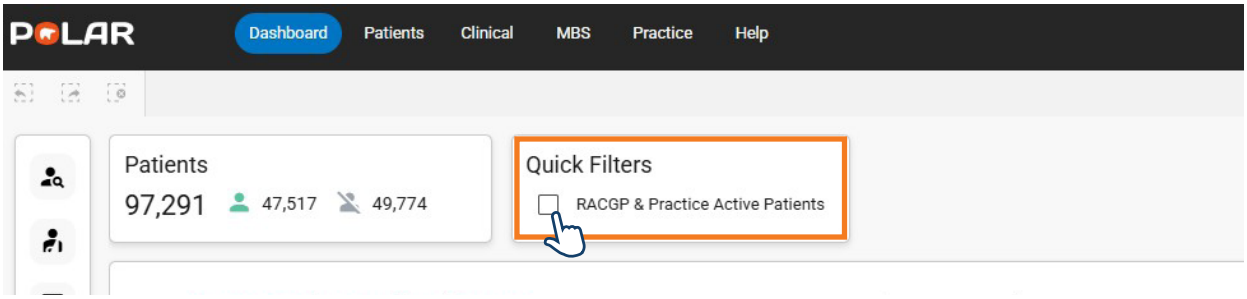
Then repeat for other Chronic diseases to be searched in activity 1.2.

Activity 5.1

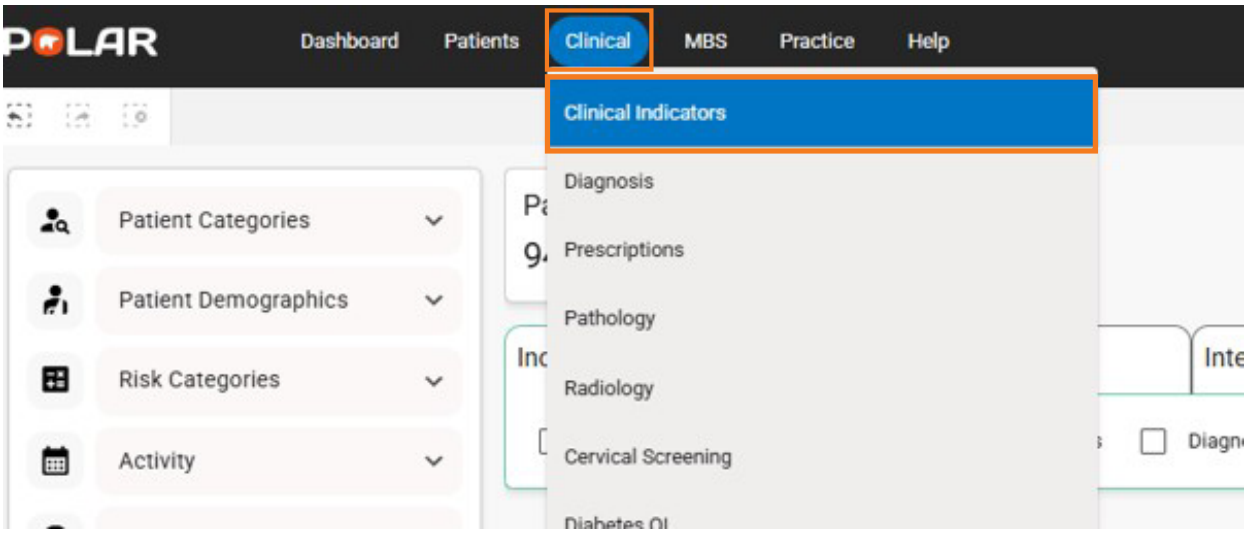
1. Click on ***Reports*** on the top left bar of the POLAR page.
   Then click ***Clinical Summary***.



2. Click on the ***quick filter*** to ensure ***active patients***.



3. On the top bar select ***Clinical*** then ***Clinical Indicators***.



4. Select ***MBS items***.



5. Select the item number that require searching and apply a date filter of 1 year ***(orange boxes)***. This will give you the number of patients that can be seen in the green box.



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

phn
CENTRAL AND
EASTERN SYDNEY

An Australian Government Initiative

Tower A Level 5/197-201 Coward St, Mascot NSW 2020

www.cesphn.org.au