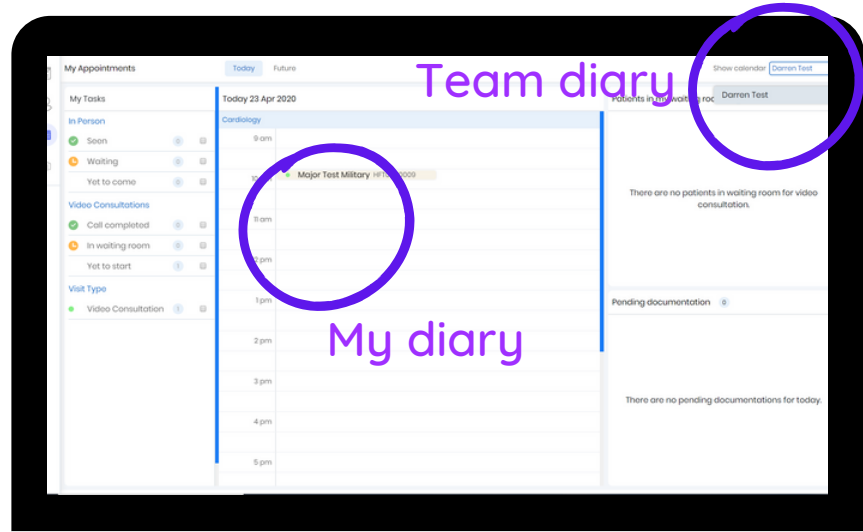


Book initial consultation

How clinicians make booking for patient

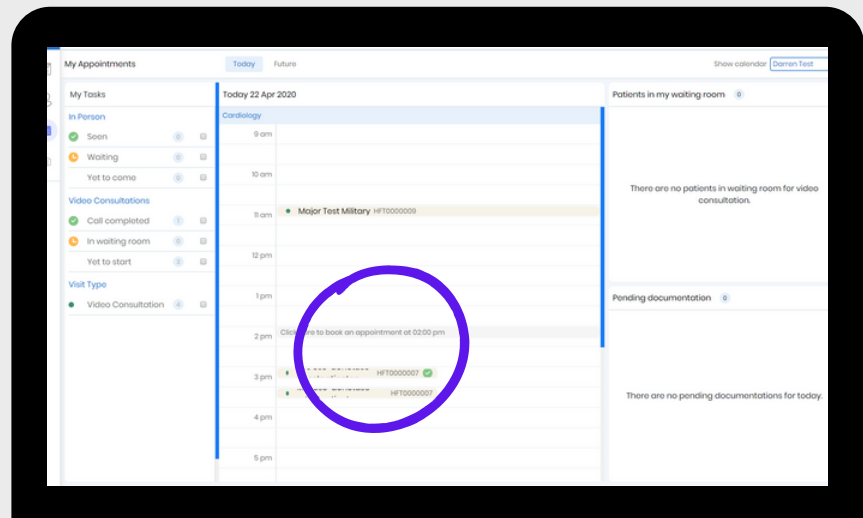
Step 1

Login to Clinical Portal and access your diary or select drop down to select team members diary



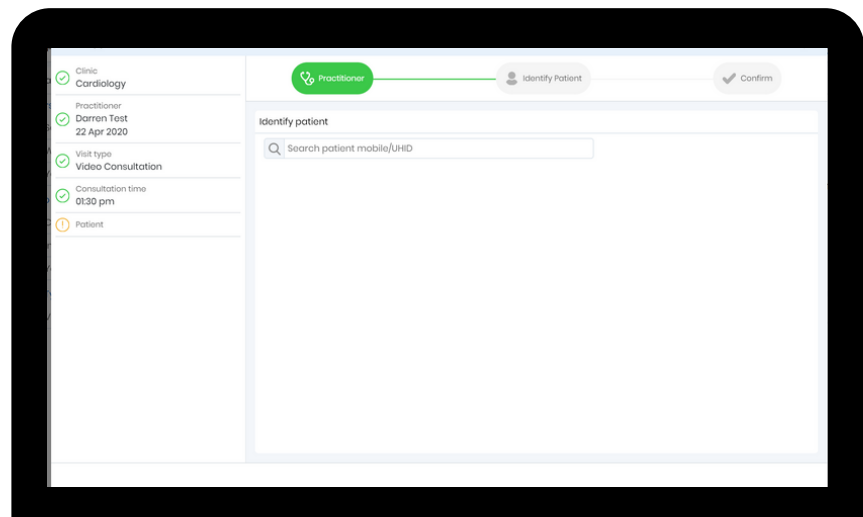
Step 2

Hover over the appointment slot and select to make booking



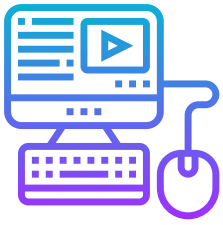
Step 3

You now have the majority of information auto populated



Next step, next page

For clinician



Book initial consultation

How clinicians make booking for patient

Step 4

Validate the auto populated information.
(tip : You can always change the clinician if needed)



Clinic
Cardiology

Practitioner
Darren Test
22 Apr 2020

Visit type
Video Consultation

Consultation time
01:30 pm

Patient

Practitioner

Identify Patient

Confirm

Identify patient

Search patient mobile/UHID

Step 5

Enter the patient ID to search for your patient



Clinic
Cardiology

Practitioner
Darren Test
22 Apr 2020

Visit type
Video Consultation

Consultation time
01:30 pm

Patient

Practitioner

Identify Patient

Confirm

Identify patient

Search patient mobile/UHID

Step 6

Results are displayed, and all you need to do now is click on your patient.
You can use other search options as needed.



Book Appointment

Find a patient

By Identifier
Enter Mobile Number
00000007

By demographics
First Name
Last Name
Male
Date of Birth

Patient Name	Gender	Date of birth	ID	Contact
Mrs cec-clanouse	547	F	01 Jan 2006	HF00000007 0950000000

Other actions
Register a patient

Next step, next page



For clinician

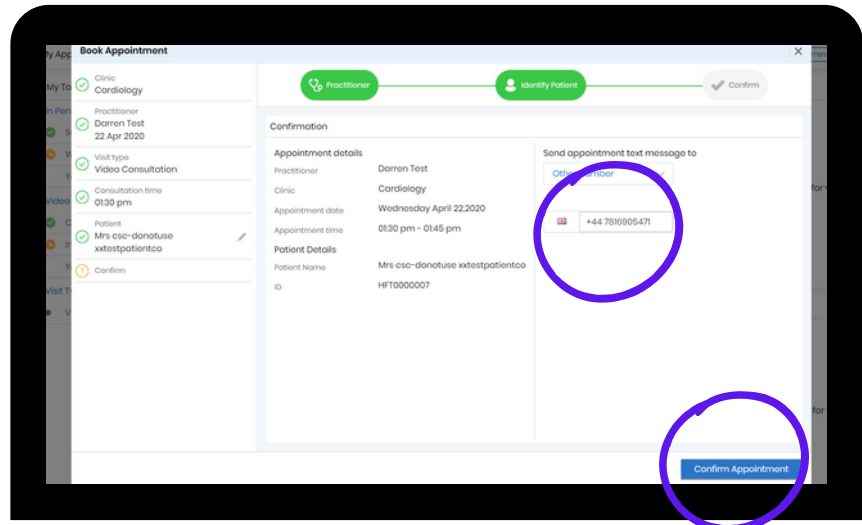


Book initial consultation

How clinicians make booking for patient

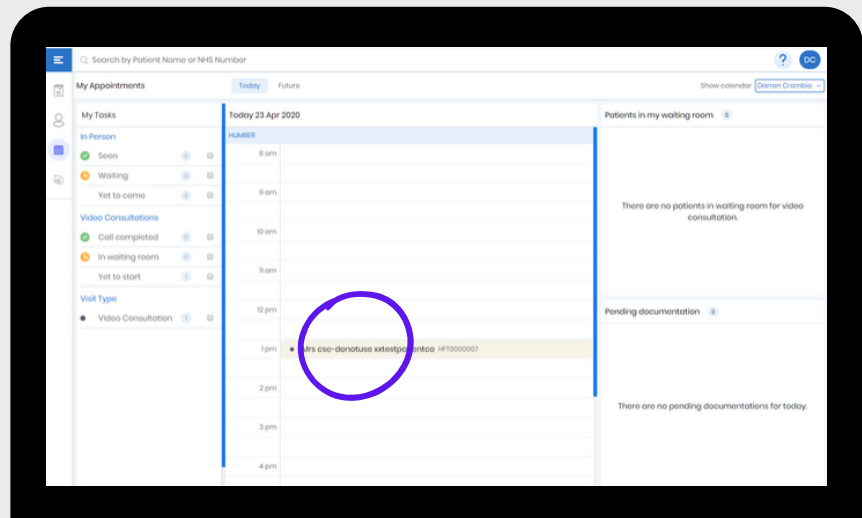
Step 7

Once patient is selected you just need to check or enter number then click on confirm appointment.



Step 8

On confirmation the appointment is added into the clinicians calendar...



Step 9

... and a text message with joining details is automatically sent to the patient (including clinician name)

A video consultation has been booked for with clinician name on 31/03/2020 13:00-14:00. To join you don't need to install anything. Just click on this -> [Start consultation link](#) 10 minutes before your appointment time from a mobile phone, tablet or laptop chrome browser.

For clinician