

EMPHN's process for referring new patients to the Mental Health Nurse Incentive Program (MHNIP)

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EASTERN MELBOURNE

An Australian Government Initiative

EMPHN Referral Process to MHNIP (New referrals)

Referring GP/Psychiatrist

- Completes EMPHN Mental Health Services Intake form
- Faxes to EMPHN Intake on 8677 9510 (Secure Fax)
- Can nominate a Credentialed Mental Health Nurse (CMHN) that they prefer to refer the patient to

EMPHN Intake

- Confirms patient eligibility
- Where the patient is not eligible, discusses treatment and support options with referrer
- Registers patient on Fixus* through entering referral information
- Notifies GP/Psychiatrist of the referral outcome and the selected CMHN

Credentialed Mental Health Nurse (CMHN)

- Notified of the new patient referral through email from Fixus
- Acknowledges receipt of referral through Fixus
- Responsible for scheduling sessions
- Enter additional patient demographic data after first appointment
- Complete Fixus session log after each session

** Fixus is the web based patient information system to record session data*

New Referrals to MHNIP: From GP Practices

GP Practice has a Credentialed Mental Health Nurse (CMHN) that is part of EMPHN's MHNIP:
GP completes the EMPHN Mental Health Services Referral Form and indicates that referral is to the CMHN in the practice

Faxes this referral to EMPHN Intake on 8677 9510 (this is a secure Fax)

EMPHN Intake Service confirms eligibility & enters the referral into Fixus

CMHN is notified of the new patient referral through an automated email from Fixus

CMHN starts seeing the patient and enters the session data into Fixus

GP Practice has no CMHN:
GP completes the EMPHN Mental Health Services Referral Form (Referral Form is available at EMPHN website)

Faxes this referral to EMPHN Intake on 8677 9510 (this is a secure Fax)

EMPHN Intake Service confirms eligibility & locates a CMHN that can see the patient

Once suitable CMHN is allocated to the patient, Intake Service will inform the patient & the GP

EMPHN Intake Service enters the referral into Fixus; CMHN is notified of the new patient referral through an automated email from Fixus

CMHN starts seeing the patient and enters the session data into Fixus

EMPHN intake assigns a CMHN to patient based on location/availability/special interests

EMPHN Mental Health Services Referral Form is available on the EMPHN website

New Referrals to MHNIP: From Psychiatric Practices

Psychiatric practice has a Credentialed Mental Health Nurse (CMHN) that is part of EMPHN's MHNIP:

Psychiatrist completes the EMPHN Mental Health Services Referral Form** and indicates that referral is to the CMHN in the practice

Faxes this referral to EMPHN Intake on 8677 9510 (this is a secure Fax)

EMPHN Intake Service confirms eligibility & enters the referral into Fixus

CMHN is notified of the new patient referral through an automated email from Fixus

CMHN starts seeing the patient and enters the session data into Fixus

Psychiatric Practice has no CMHN:
Psychiatrist completes the EMPHN Mental Health Services Referral Form**

Faxes this referral to EMPHN Intake on 8677 9510 (this is a secure Fax)

EMPHN Intake Service confirms eligibility & locates a CMHN that can see the patient

Once suitable CMHN is allocated to the patient, Intake Service will inform the patient & the psychiatrist

EMPHN Intake Service enters the referral into Fixus; CMHN is notified of the new patient referral through an automated email from Fixus

CMHN starts seeing the patient and enters the session data into Fixus

EMPHN intake assigns a CMHN to patient based on location/availability/special interests

****EMPHN Mental Health Services Referral Form is available on the EMPHN website**

FOR MORE INFORMATION

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