

POLAR Walkthrough- Identify patients who have had at least 2 face to face services in the last 24 months and who have an active diagnosis of a chronic disease.

Patients can register for MyMedicare if they have a Medicare or DVA card have had 2 or more face to face visits recorded with the practice in the last 24 months. There are some exemptions please check this site for a complete list: <https://www.health.gov.au/sites/default/files/2023-09/mymedicare-for-patients-frequently-asked-questions.pdf>

This Walkthrough will not address all of the criterion above it's a search that best meets the patient eligibility requirements for example the RACGP Active patient filter is 3 or more visits in 2 years and patient activities are not necessarily patient visits therefore we have applied the RACGP Active filter in this instance and the >2 activities filter as well.

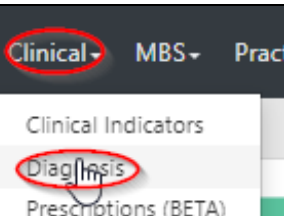
STEPS
 - Open POLAR
 - Select Clinical Summary Report.
 - Select the RACGP and Practice Active Patients shortcut in the top right corner of the Dashboard page

RACGP & Practice Active Patients

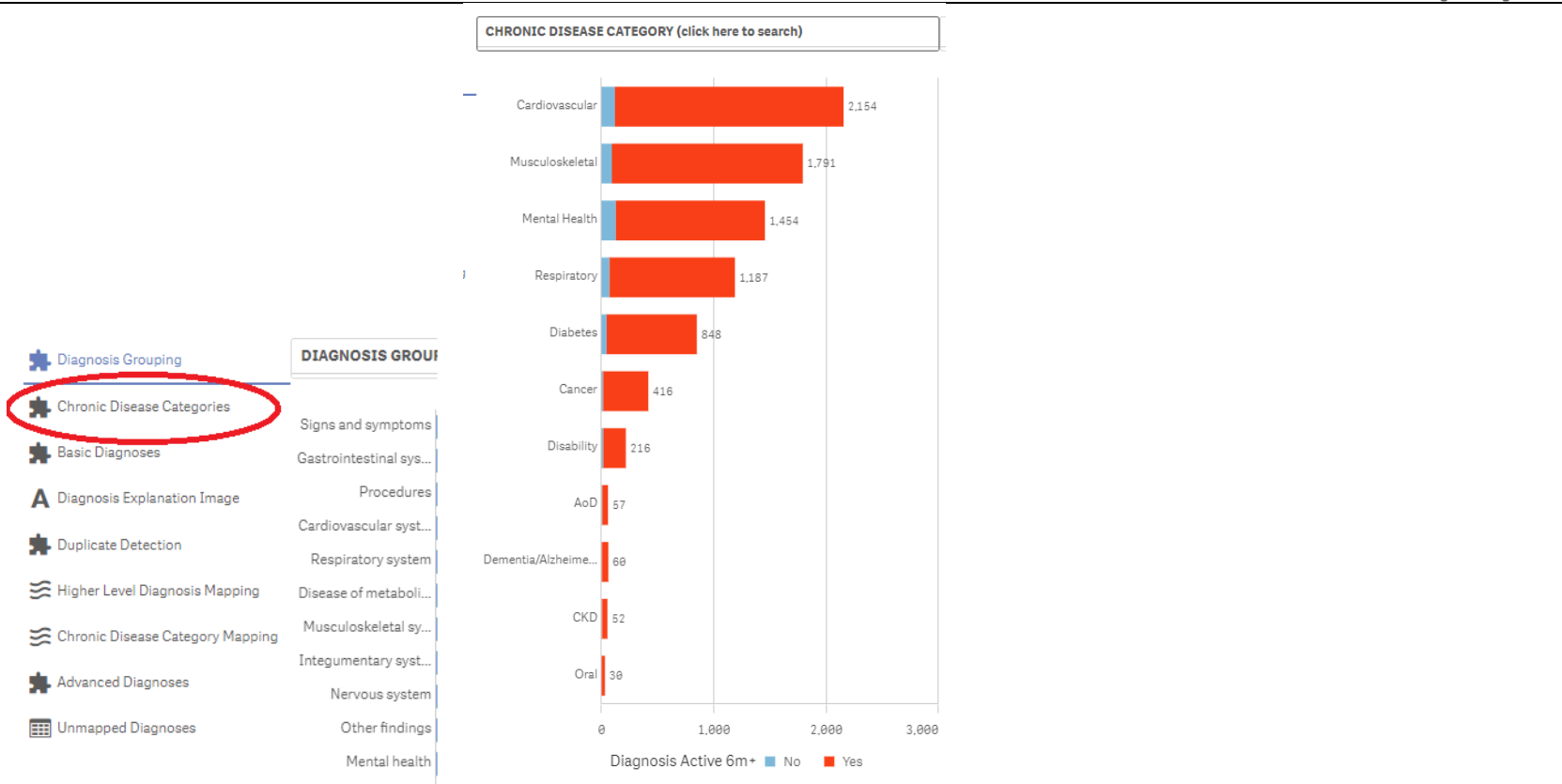
CURRENTLY SELECTED

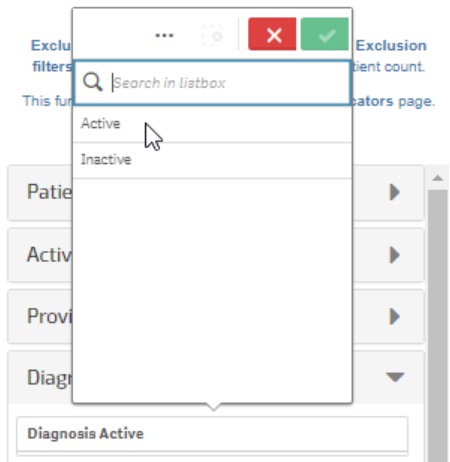
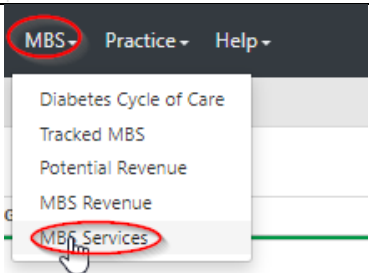


- Go to Clinical
 - Select Diagnosis



- Select Chronic Disease Categories from the list found to the left of the graphs
- Using the Chronic Disease Category graph elect all the chronic diseases
- Confirm the selection by selecting the green tickbox



<ul style="list-style-type: none">- Navigate to the Diagnosis Filter- Select Diagnosis Active- Confirm the selection by selecting the green tickbox	
<ul style="list-style-type: none">- Select MBS from the top banner- Select MBS services from the drop-down menu	

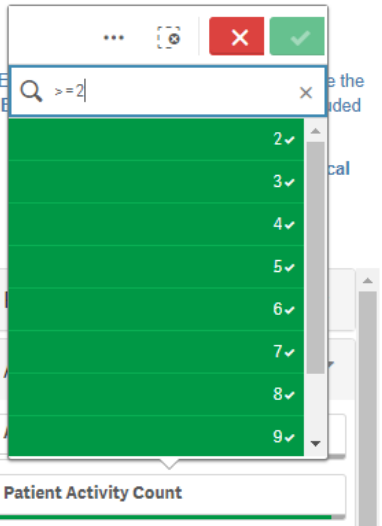
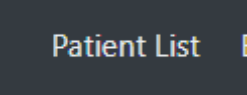
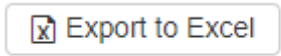
- Navigate to the the lower right table
- Select face to face
- Confirm the selection by selecting the green tickbox

Contact Type	MB Iter
Face to Face	23
Face to Face	18
Face to Face	36

- Expand the Service filter heading on the left hand side
- Click on Select Date Range.
- Using the calendar select the last 24 months

Service ▼

📅 Select date range ▼

<ul style="list-style-type: none"> - Expand the Activity filter heading - Select Patient Activity Count - Using the Search in listbox function type ≥ 2 and then hit the Enter key select all values that are greater than or equal to 2 - Confirm the selection by selecting the green tickbox 	
<p>You now have a list of patients who are Active, RACGP Active and have received a face-to-face appointment in the last 24 months with at least 2 activities (note this may not be MBS services)</p> <ul style="list-style-type: none"> - Select Patient List to view patient names 	
<ul style="list-style-type: none"> - Select Export to Excel to export the Patient List to Excel <p>You can further sort by provider and print if needed</p>	

Please feel free to contact DigitalHealth@emphn.org.au for further search assistance