POLAR Clinic Summary Quick Reference Guide

POLAR

Active Filter Bar
Any filters that are currently active will be visible across the grey bar at the top of each page. These filters will hold across multiple pages, by clicking on a filter in the active filter bar you are able to quickly refine or change it.

Page list
Under each menu item is a list of pages relevant to **Patients**, **Clinical**, **MBS** and **Practice**.

You can navigate between pages by clicking on the page under the dropdown menu from the list.

Patient Count
By double clicking you can open the patient list to view individual patient details.

Patient List
You can also access your patient list by clicking on **Patient** List in the top right of the screen.

Export Patient List
In the **Patient List** screen, you will be given the option to either export to Excel or PDF. These will download in your internet browser.

Filters Bar
This can be used to filter items such as patient status, provider status and time periods relevant to information displayed on each page

Graphs and tables
Across all pages there are graphs and tables that can be used both as filters and to view information. These can also be expanded and exported by right clicking while hovering the mouse over them.

Provider Type
Diabetes educator

Diabetes educator
Practice manager
Practice nurse
Principal doctor
Receptionist

Export to Excel   Export to PDF

ID	Surname	
2	De Chiara	
4	SUKER	

POLAR Clinic Summary - Patients   Reports   Dashboard   Patients   Clinical   MBS   Practice   Help   Patient List   Bookmarks

No selections applied

Patients
Quality
Risk Factors
MHR

Double click to view list
Patient Count
12,869 5,996 Active
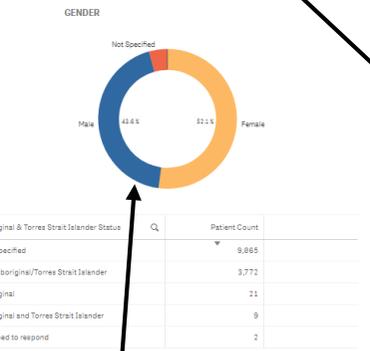
FILTERS
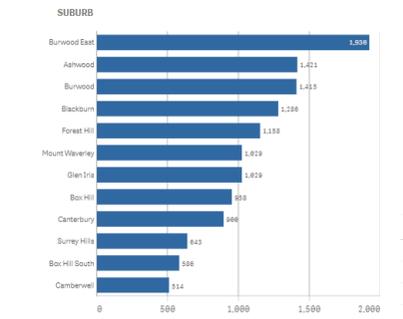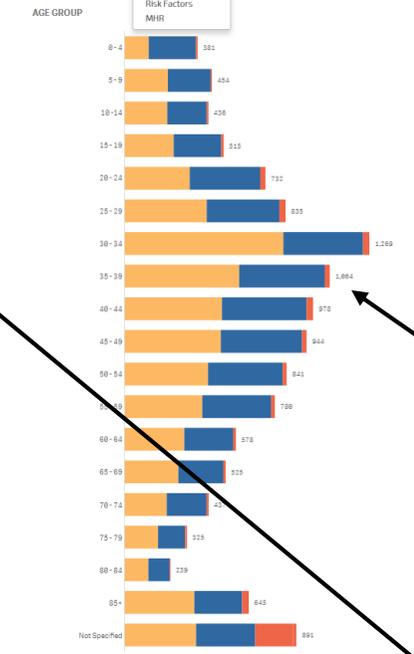Patient
Activity
Provider
Diagnosis
Medications
Pathology
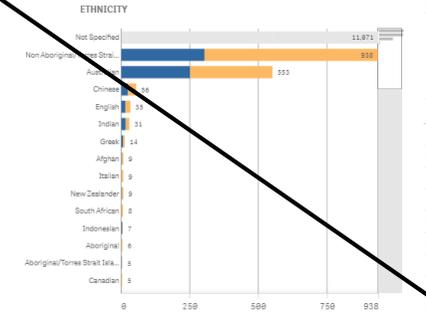Radiology
Immunisation
Service
Cervical Screening
My Health Record

AGE GROUP   SUBURB   GENDER   ETHNICITY

POLAR Clinic Summary Tips and Tricks

Tips and Tricks for users of POLAR Clinic Summary including some example search topics

How do you apply filters?

The filters bar is available on the left hand side of each page and allows for quick access in filtering: patient status, and time period. All tables and graphs in POLAR Clinic Summary can also be used as filters and will hold when you move onto different pages. These can also be easily expanded or extracted by double clicking on them.
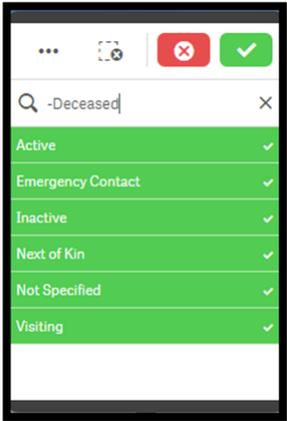
Lasso selection

In some graphs when you left click, a little lasso icon will appear. This can be used by selecting the icon, holding down the left click and dragging across all of the items you would like included in your filter.

Exclusion Filters

If you would like to exclude a group via filtering this can be done using the Minus (-) sign as an exclusion filter for example. Entering "*-Deceased*" under the patient status filter will remove all of the patients that are listed as Deceased.
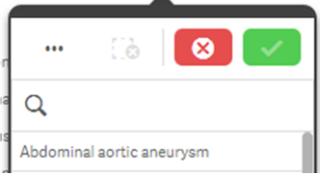
Note: *This will only work for single items (such as patient status), for items such as diagnosis, a patient who has a diagnosis you want to exclude may still come up in the report due to having other, non-filtered, diagnosis.*

Potential Searches	Filters to Apply
Active patients aged 45 to 49 eligible for a 45-49 health assessment.	Risk Factors page • active patients • age group 45-49 • risk factors you would like to target. E.g. high BMI, blood pressure, smoking status
Identify Patients with Hypertension	Diagnosis page • active patients • diagnosis active: active • SNOMED text: hypertension (use search function if needed)
Active patients currently being prescribed opioids.	Medications Page • active patients • current medications: current • medications medium level search: opioids (use search function if needed)
Review missing demographic and clinical data for accreditation. This patient list can be identified for data cleansing and quality improvement**.**	Quality page • RACGP active patients • you can then filter by the missing demographic and clinical information fields available, such as: age, ATSI status, allergy status, BMI

What is SNOMED and what does it mean for me?

SNOMED CT is the most comprehensive and precise clinical health terminology product in the world. POLAR Clinic Summary has developed the ability for practices to search for diagnosis both by GP free text but also by SNOMED Clinical Terminology.

When searching for a specific item in large tables. Clicking on the heading will allow you to type in the item you are searching for, this is particularly useful for tables such as Diagnosis and Medications.