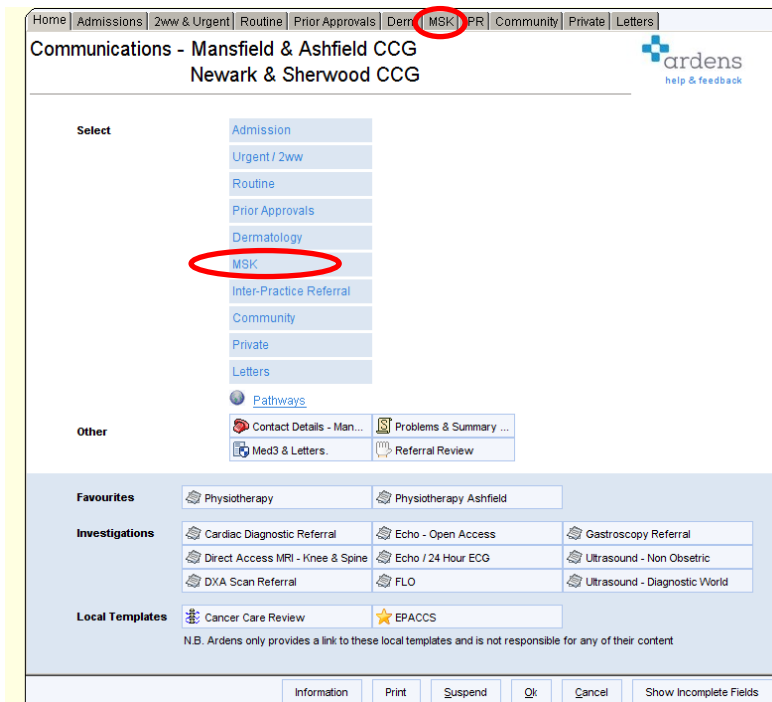
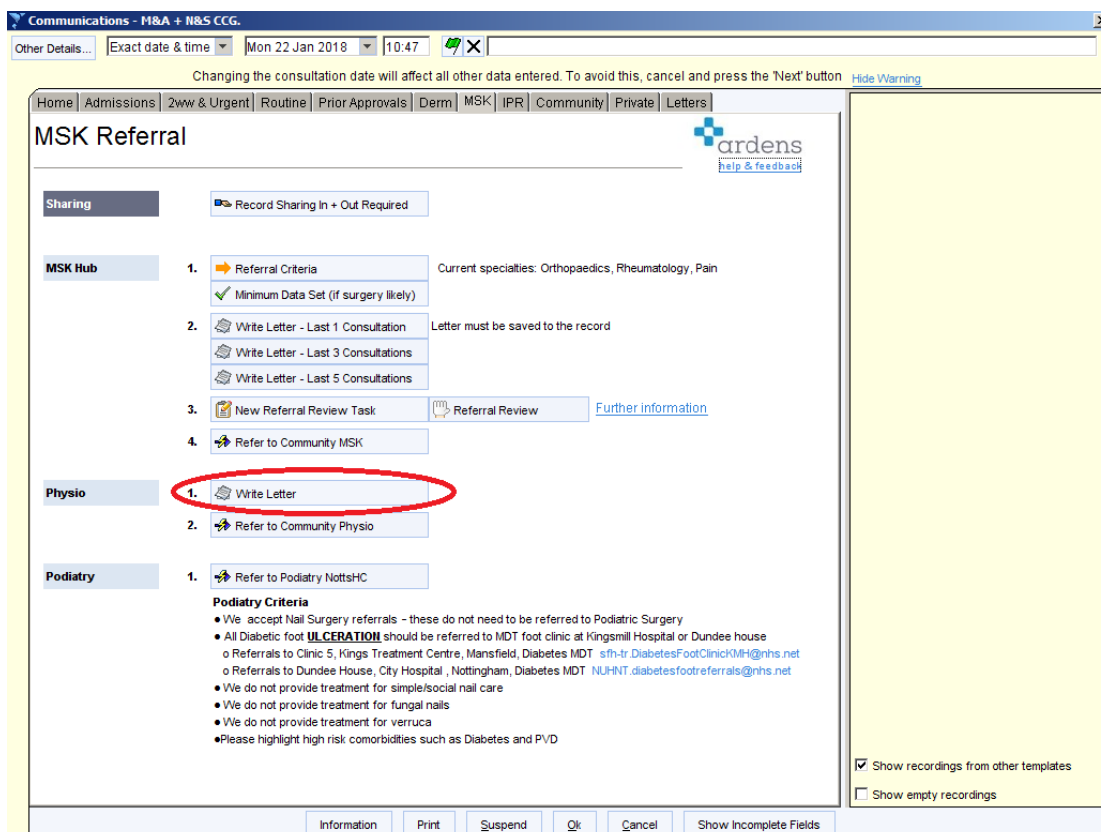


'How to' – send Physio referral via SystemOne

1. Navigate to the MSK Tab via the orange arrow on the patient record.



2. Create and save final version of a **physio** referral letter to the patient record. Check the patient's consent to share and sharing settings.



'How to' – send Physio referral via SystemOne

3. Click 'Refer to Community Physio'

The screenshot shows the 'MSK Referral' form in SystemOne. The 'Physio' section is highlighted with a red circle, and the 'Refer to Community Physio' option is selected. The form includes sections for 'MSK Hub', 'Physio', and 'Podiatry'. The 'MSK Hub' section includes 'Referral Criteria', 'Minimum Data Set (if surgery likely)', 'Write Letter - Last 1 Consultation', 'Write Letter - Last 3 Consultations', 'Write Letter - Last 5 Consultations', 'New Referral Review Task', and 'Refer to Community MSK'. The 'Physio' section includes 'Write Letter' and 'Refer to Community Physio'. The 'Podiatry' section includes 'Refer to Podiatry NottsHC' and 'Podiatry Criteria'. The 'Podiatry Criteria' section includes a list of criteria: 'We accept Nail Surgery referrals - these do not need to be referred to Podiatric Surgery', 'All Diabetic foot **ULCERATION** should be referred to MDT foot clinic at Kingsmill Hospital or Dundee house', 'Referrals to Clinic 5, Kings Treatment Centre, Mansfield, Diabetes MDT', 'Referrals to Dundee House, City Hospital, Nottingham, Diabetes MDT', 'We do not provide treatment for simple/social nail care', 'We do not provide treatment for fungal nails', 'We do not provide treatment for verruca', and 'Please highlight high risk comorbidities such as Diabetes and PVD'. The form also includes a 'Sharing' section with 'Record Sharing In + Out Required', a 'Task Recipient' dropdown menu, and a 'Referral Review' button. The 'Task Recipient' dropdown menu is highlighted with a red circle, and the 'GP Physio Triage' option is selected. The form also includes a 'Referral Review' button and a 'Further information' link. The form is titled 'MSK Referral' and includes the 'ardens' logo. The form is displayed in a window titled 'Communications - M&A + N&S CCG.' with a date of 'Mon 22 Jan 2018' and a time of '10:47'. The form includes a warning message: 'Changing the consultation date will affect all other data entered. To avoid this, cancel and press the 'Next' button'. The form also includes a 'Show recordings from other templates' checkbox and a 'Show empty recordings' checkbox. The form includes buttons for 'Information', 'Print', 'Suspend', 'Ok', 'Cancel', and 'Show Incomplete Fields'.

4. From the drop-down menu 'Task Recipient' select the option 'GP Physio Triage'. Type a short message in the bottom text box, then click 'Ok'. The referral will then be sent.

The screenshot shows the 'New Electronic Referral' form in SystemOne. The 'Task recipient' dropdown menu is highlighted with a red circle, and the 'GP Physio Triage' option is selected. The form includes fields for 'Referrer', 'Recipient', 'Recipient ID', 'Caseload / team', 'Task recipient', 'Read code', 'Type', 'Reason for referral', 'Service', 'Urgency', and 'Referral summary'. The 'Task recipient' dropdown menu is highlighted with a red circle, and the 'GP Physio Triage' option is selected. The form also includes a 'Referral Review' button and a 'Further information' link. The form is titled 'New Electronic Referral' and includes the 'ardens' logo. The form is displayed in a window titled 'New Electronic Referral' with a date of 'Tue 09 Jan 2018' and a time of '15:48'. The form includes a warning message: 'Changing the consultation date will affect all other data entered. To avoid this, cancel and press the 'Next' button'. The form also includes a 'Show recordings from other templates' checkbox and a 'Show empty recordings' checkbox. The form includes buttons for 'Information', 'Print', 'Suspend', 'Ok', 'Cancel', and 'Show Incomplete Fields'. The 'Ok' button is highlighted with a red circle.