

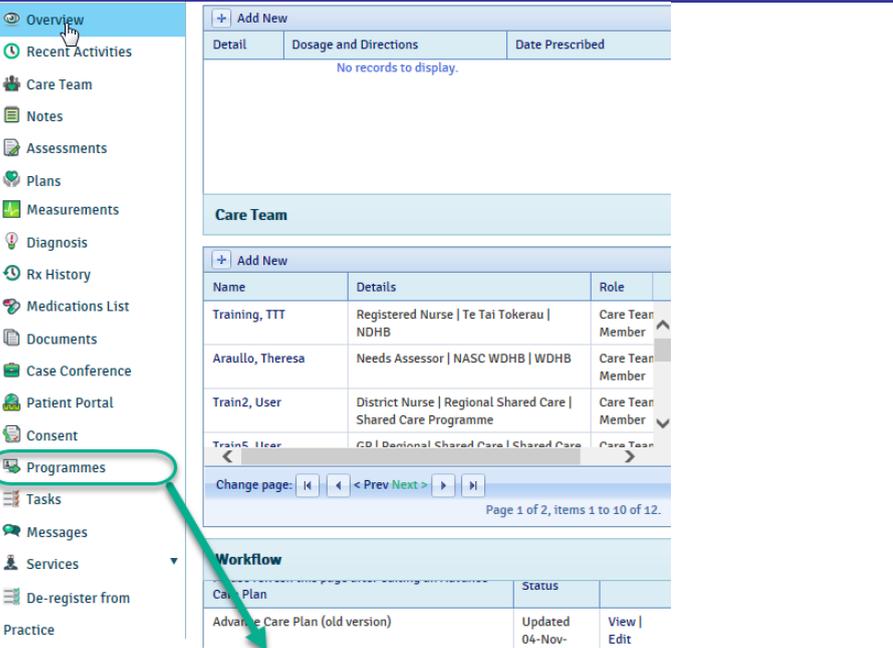
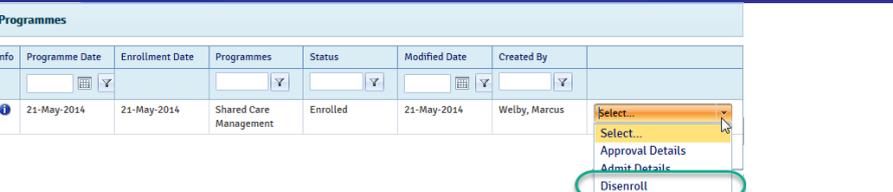


How do I get Help?

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They can be contacted on **0800 268 626** or sharedcare@healthalliance.co.nz

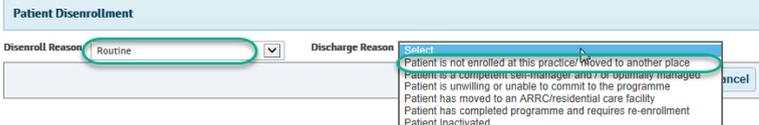
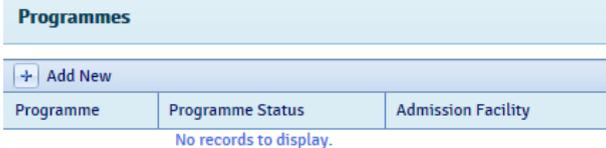
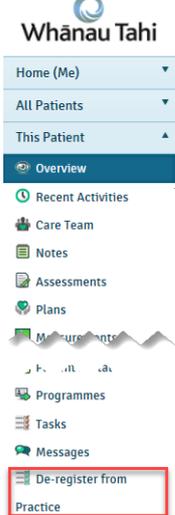
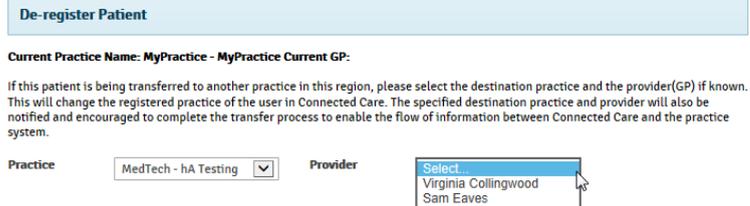
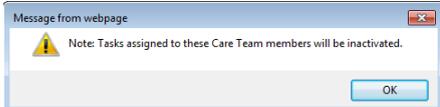
How do I disenroll/deregister a patient from a previous GP practice? New to my practice, but still enrolled in a previous practice

If you are the **NEW** practice, and the patient is still registered at another practice, use the URL to deregister the patient. Use the Search to find the patient NHI and follow the steps below. **THIS IS THE MOST COMMON SCENARIO**

Step One	Find the Patient						
<p>URL Enter your user name and password</p> <p>Enter the NHI in the search box and click Search You will need to Break the Glass (One off access) to open the patient record</p>	<p>http://nscp-ccms.connected.health.nz/</p> 						
Step Two	Remove from Programmes						
<p>From the patient Menu, select the Programmes button.</p>	 <p>Programmes</p> <table border="1"> <thead> <tr> <th>Programme</th> <th>Programme Status</th> <th>Admission Facility</th> </tr> </thead> <tbody> <tr> <td>Shared Care Management</td> <td>Enrolled 21-May-2014</td> <td>Regional Shared Care</td> </tr> </tbody> </table>	Programme	Programme Status	Admission Facility	Shared Care Management	Enrolled 21-May-2014	Regional Shared Care
Programme	Programme Status	Admission Facility					
Shared Care Management	Enrolled 21-May-2014	Regional Shared Care					
<p>From the Select drop down, choose Disenroll.</p>							

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<p>Choose Disenroll Reason = Routine and Discharge Reason = Patient is not enrolled in this practice/moved to another practice</p>	
<p>This will remove any practice information from the Programmes field</p>	
<p>Step Three</p>	<p>DeRegister from Practice</p>
<p>From the Patient menu select the De-register from Practice button</p>	
<p>Entering the NEW Practice and GP you can complete the Practice and Provider fields is not mandatory. Completing the field sends a notification to that named provider.</p>	
<p>Ticking this box will remove the Care Team members from the OLD practice</p>	<p><input type="checkbox"/> Remove Care Team Members from MyPractice - MyPractice</p> 
<p>Click Save</p>	
<p>The patient can now be enrolled in the new practice as per normal (via the PMS)</p>	