



Medtech32  
Coronavirus Appointment Pre-Screening & Patient Coding  
Release Notes and Installation Instructions

**Release Date:** March 2020

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# Installation Instructions

## Location of Installer

1. Visit the Insight Customer Portal at:  
<https://insight.medtechglobal.com/downloads/medtech32/>
2. Enter your User Name and Password
3. Locate the update called **Coronavirus Appointment Pre-Screening & Patient Coding (March 2020)**
4. Download the **Coronavirus Appointment Pre-Screening & Patient Coding Update (EXE)**
5. Download the **Release Notes and Installation Instructions (PDF)**

## Installation Pre-Requisites

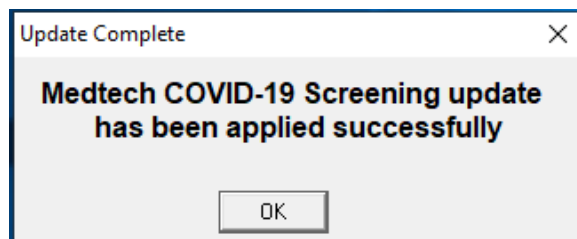
1. This update must be run on the Medtech32 server
2. Ensure you are logged onto the Medtech32 server with full administrative rights
3. Users can remain logged into the Medtech32 application whilst running this update, but must log out and back in again to see the changes
4. Perform the update following the Installation Instructions provided
5. Ensure Release Documentation has been read and understood

## Installing the Update

1. Locate and double click on the **Medtech-32-COVID-19 Screening Update.exe** (downloaded from the Insight Customer Portal) to launch the installation wizard and begin the installation process



2. Once the installation is complete, the following message will be displayed:



3. Click on **OK** to close the installation screens

## Post Installation Checklist

1. Users must log out of Medtech32 and back in again to see the changes applied by this update

# Appointment Pre-Screening

With the outbreak of coronavirus, to protect patients and practice staff, a Pre-Screening tool for Appointment Bookings has been made available within Medtech32 via ManageMyHealth.

## Access to the 'Appointment Pre-Screening for Coronavirus' form

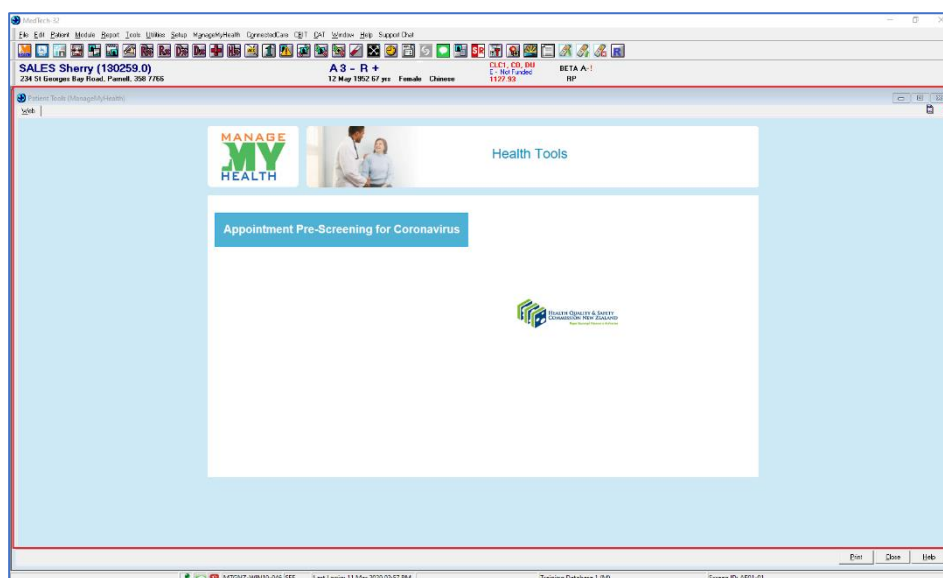
The 'Appointment Pre-Screening for Coronavirus' form has been available to Medtech32 users via the **ManageMyHealth > Patient Tools** module.

On installation of this update, all users configured within Medtech32 will have the Patient Tools icon automatically added to their User Toolbar.

The Patient Tools icon will be placed at the beginning of the Users Toolbar so that it is readily available, and will be located next to the ManageMyHealth toolbar icon.



Clicking on the 'Patient Tools' icon in the toolbar will open the ManageMyHealth Patient Tools module within Medtech32.



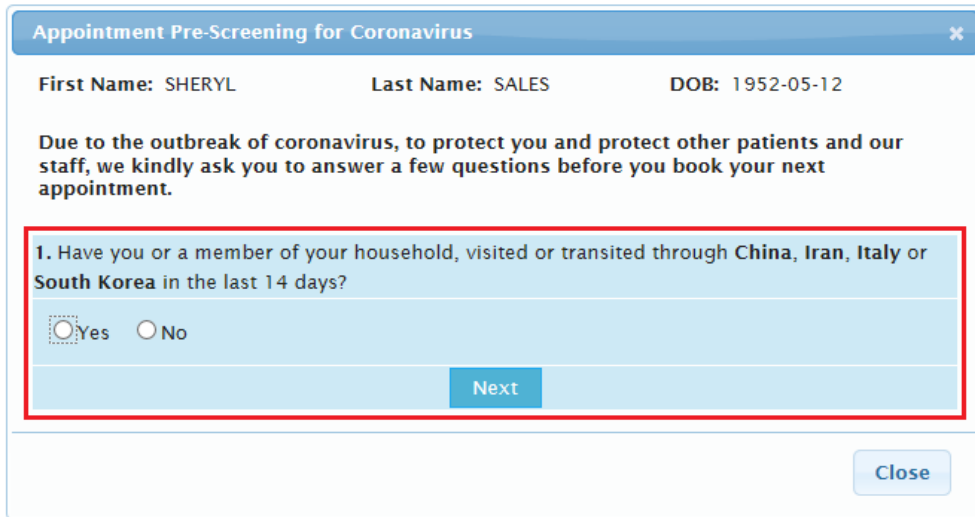
Click on the 'Appointment Pre-Screening for Coronavirus' button to launch the form.

The screenshot displays the MedTech-32 software interface. At the top, the patient's name is SALES Sherry (130259.0) with address 234 St Georges Bay Road, Parnell, 358 7766. Patient details include A3 - R+, 12 May 1952, 67 yrs, Female, Chinese, CLCT, CO, DU, E - Not Funded, 1127.93, and BETA A-1 RP. The interface features a 'MANAGE MY HEALTH' logo and a 'Health Tools' section. A red-bordered button labeled 'Appointment Pre-Screening for Coronavirus' is highlighted. Below this, the form is displayed with the same logo and title. The form content includes a header with patient details (First Name: SHERYL, Last Name: SALES, DOB: 1952-05-12) and a message: 'Due to the outbreak of coronavirus, to protect you and protect other patients and our staff, we kindly ask you to answer a few questions before you book your next appointment.' The first question is: '1. Have you or a member of your household, visited or transited through China, Iran, Italy or South Korea in the last 14 days?'. Below the question are radio buttons for 'Yes' and 'No', a 'Next' button, and a 'Close' button.

The patient must be active on the Patient Palette to enable the Appointment Pre-Screening for Coronavirus form to be launched and used within Medtech32

## Using the 'Appointment Pre-Screening for Coronavirus' form

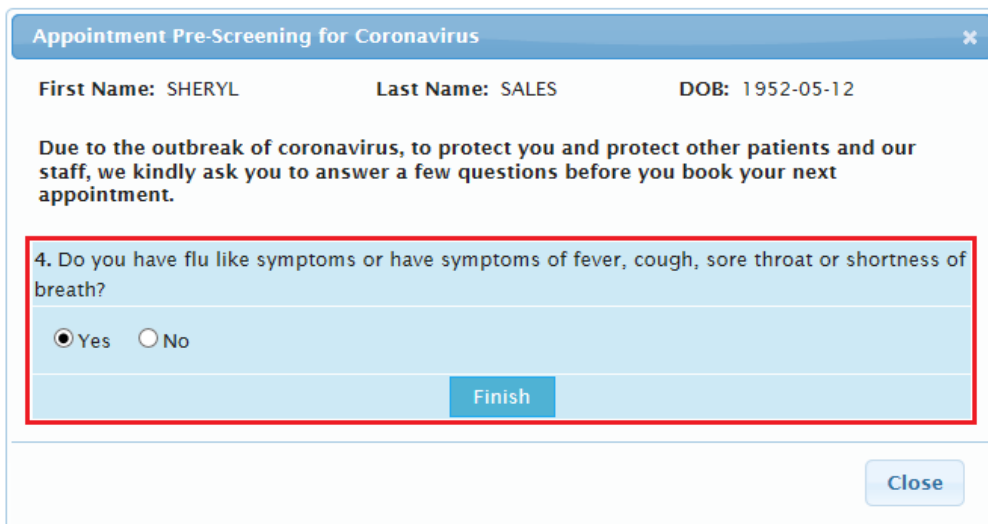
Once you have launched the 'Appointment Pre-Screening for Coronavirus' form for a patient, you will be prompted with a series of questions to be asked to the patient, and answers that can be selected based on the response from the patient.



The screenshot shows a web browser window titled "Appointment Pre-Screening for Coronavirus". At the top, it displays patient information: "First Name: SHERYL", "Last Name: SALES", and "DOB: 1952-05-12". Below this is a message: "Due to the outbreak of coronavirus, to protect you and protect other patients and our staff, we kindly ask you to answer a few questions before you book your next appointment." The main content area, highlighted with a red border, contains question 1: "1. Have you or a member of your household, visited or transited through China, Iran, Italy or South Korea in the last 14 days?". Below the question are two radio buttons: "Yes" (which is selected) and "No". At the bottom of the question area is a blue "Next" button. In the bottom right corner of the window is a "Close" button.

After entering the response for the question presented, click on the 'Next' button to proceed to the next question in the pre-screening.

When you have completed the 4 questions in the pre-screening process, click on the 'Finish' button to conclude the pre-screening process.



The screenshot shows the same web browser window as above. The patient information and introductory message are identical. The main content area, highlighted with a red border, contains question 4: "4. Do you have flu like symptoms or have symptoms of fever, cough, sore throat or shortness of breath?". Below the question are two radio buttons: "Yes" (which is selected) and "No". At the bottom of the question area is a blue "Finish" button. In the bottom right corner of the window is a "Close" button.

The outcome of the pre-screening will be presented, with information and advice that can be provided to the patient.

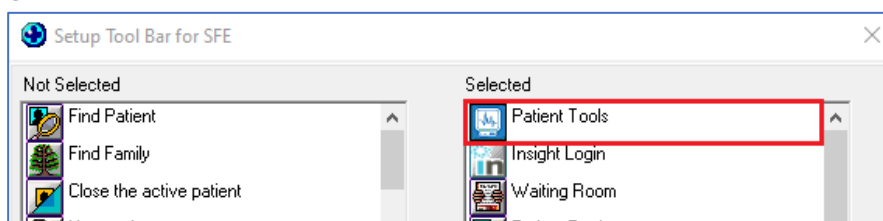


Click on the 'Close' button to close the 'Appointment Pre-Screening for Coronavirus' form when ready.

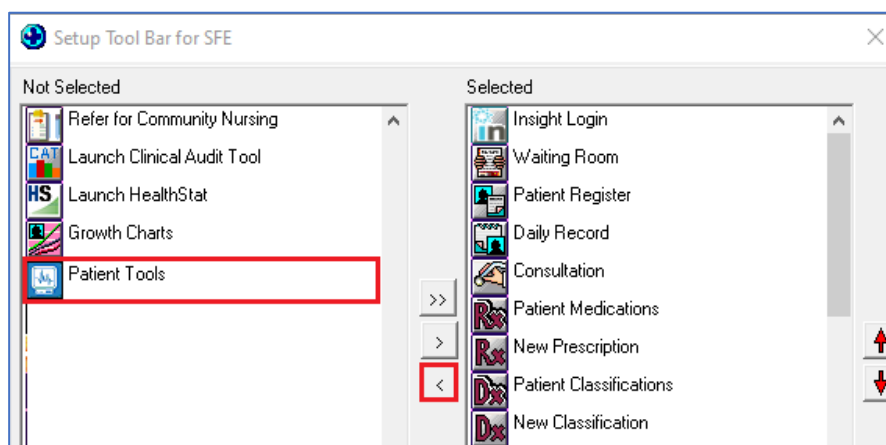
### Removing the ManageMyHealth Patient Tools Toolbar Icon

If a user within your practice does not require access to the Pre-Screening form, and you would like to remove the Patient Tools toolbar icon, the user is able to do this following the steps below:

1. Navigate to Window > Toolbar > Setup
2. Highlight the 'Patient Tools' icon on the 'Selected' side of the setup screen



3. Click on the < icon in the middle of the setup screen to move the Patient Tools icon from the 'Selected' to 'Not Selected' side of the toolbar



4. Click on OK to save the changes to the Toolbar setup for the user

# Recording Diagnosis

Along with the Appointment Pre-Screening form, Local Read Codes have been made available to assist practitioners with recording a diagnosis of COVID-19 in a patient's health records.

## New Local Read Codes

On installation of this update, 3 new Local Read Codes will be added to Medtech32 Setup > Clinical > Read module to assist practitioners with recording a diagnosis of COVID-19 in a patient's health records.

The new Local Read Codes that will be added are as follows:

1. Exposure to 2019 novel coronavirus

The screenshot shows the 'View Read' dialog box for the read code '@MT0.01'. The title is 'Exposure to Covid-19 (@MT0.01)'. The 'Core Details' section includes: Read Code: @MT0.01, Term: Exposure to Covid-19, Term (60): Exposure to 2019 novel coronavirus, Term (198): Exposure to 2019 novel coronavirus (event), Common: checked, ACC/NZIC Accident: unchecked, Suppress Read description on ACC45s and Invoices/Statements: unchecked, and Inactive: unchecked. The 'Keywords' list on the right includes EXPOSURE (highlighted), COVID-19, EVENT, CORONAVIRU, and CORONA. Buttons for 'Add Key', 'Delete', 'OK', 'Cancel', and 'Help' are visible.

2. Disease caused by 2019 novel coronavirus

The screenshot shows the 'View Read' dialog box for the read code '@MT0.02'. The title is 'Disease caused by Covid-19 (@MT0.02)'. The 'Core Details' section includes: Read Code: @MT0.02, Term: Disease caused by Covid-19, Term (60): Disease caused by 2019 novel coronavirus, Term (198): Disease caused by 2019 novel coronavirus (disorder), Common: checked, ACC/NZIC Accident: unchecked, Suppress Read description on ACC45s and Invoices/Statements: unchecked, and Inactive: unchecked. The 'Keywords' list on the right includes DISEASE (highlighted), COVID-19, DISORDER, CORONAVIRU, and CORONA. Buttons for 'Add Key', 'Delete', 'OK', 'Cancel', and 'Help' are visible.

3. Suspected disease caused by 2019 novel coronavirus

The screenshot shows the 'View Read' dialog box for the read code '@MT0.03'. The title is 'Suspected disease Covid-19 (@MT0.03)'. The 'Core Details' section includes: Read Code: @MT0.03, Term: Suspected disease Covid-19, Term (60): Suspected disease caused by 2019 novel coronavirus, Term (198): Suspected disease caused by 2019 novel coronavirus (situation), Common: checked, ACC/NZIC Accident: unchecked, Suppress Read description on ACC45s and Invoices/Statements: unchecked, and Inactive: unchecked. The 'Keywords' list on the right includes SUSPECTED (highlighted), DISEASE, COVID-19, SITUATION, CORONAVIRU, and CORONA. Buttons for 'Add Key', 'Delete', 'OK', 'Cancel', and 'Help' are visible.

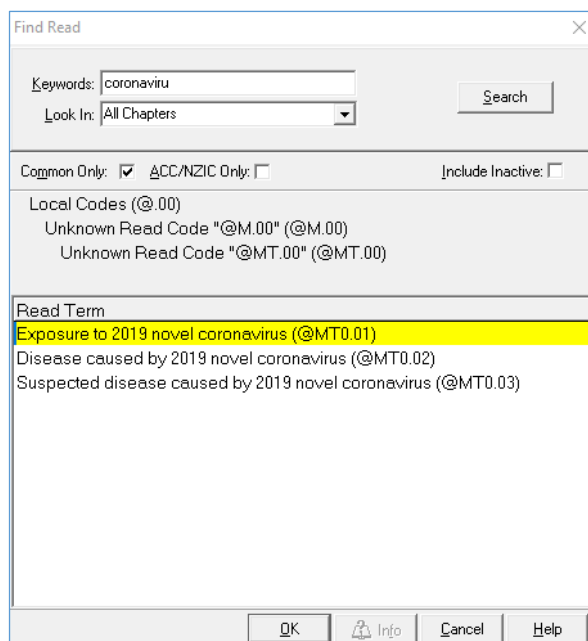
These codes can be utilised in all areas of the application where a practitioner can enter a read code in a patient's health record except ACC forms.



## Searching for new Local Read Codes

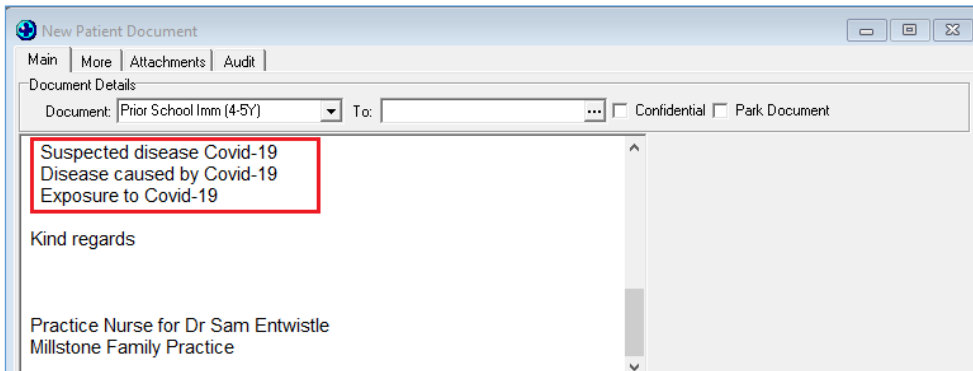
The new Local Read Codes can be searched for by using any of the Keywords that have been associated with each of the codes:

1. Exposure to 2019 novel coronavirus
  - a. Exposure
  - b. Covid-19
  - c. Event
  - d. Coronaviru
  - e. Corona
  
2. Disease caused by 2019 novel coronavirus
  - a. Disease
  - b. Covid-19
  - c. Disorder
  - d. Coronaviru
  - e. Corona
  
3. Suspected disease caused by 2019 novel coronavirus
  - a. Suspected
  - b. Disease
  - c. Covid-19
  - d. Situation
  - e. Coronaviru
  - f. Corona



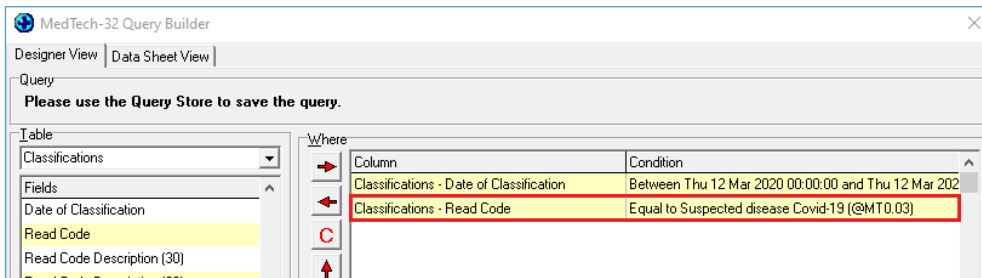
## Display of COVID-19 Read Codes in Outbox Documents

The COVID-19 Read Codes will be displayed in all Outbox Documents where the Classifications or History merge fields are used.



## Use of COVID-19 Read Codes in Query Builder

The COVID-19 Read Codes can be used in the Query Builder to generate queries to report on patients that have been coded either as a Patient Classification or Patient History record.





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