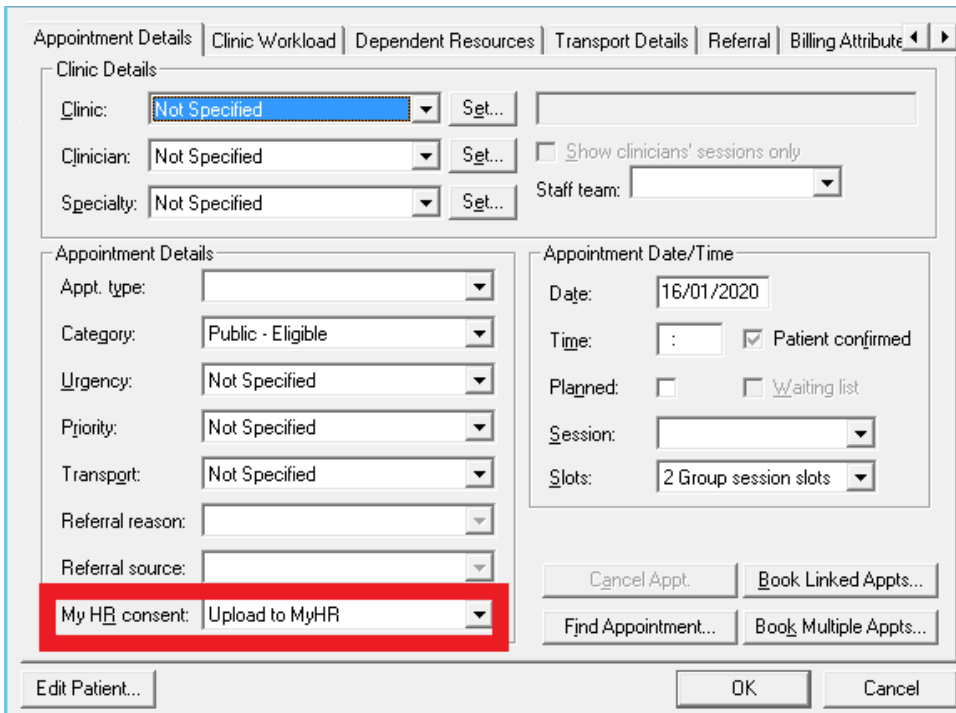


Appointment: Changing patient consent to upload to My Health Record

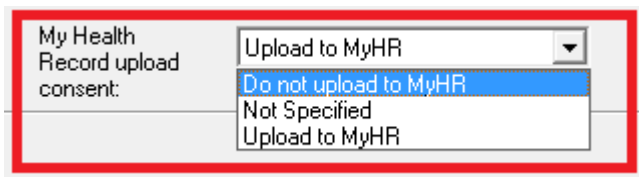
Western Health supports a standing consent model to upload patient clinical documents to My Health Record (MyHR) in line with the [My Health Records Act 2012](#) which provides the authority to implement standing consent.

When scheduling the appointment consent is set to 'Upload to MyHR by default. MyHR patient consent is located at the bottom of the Appointment details tab within the Appointment.



The screenshot shows the 'Appointment Details' tab in a software interface. The 'MyHR consent' dropdown menu is highlighted with a red box and is currently set to 'Upload to MyHR'. Other fields include Clinic (Not Specified), Clinician (Not Specified), Specialty (Not Specified), Appt. type, Category (Public - Eligible), Urgency (Not Specified), Priority (Not Specified), Transport (Not Specified), Referral reason, Referral source, Appointment Date (16/01/2020), Time, Patient confirmed (checked), Planned (unchecked), Waiting list (unchecked), Session, and Slots (2 Group session slots). Buttons for 'Cancel Appt.', 'Book Linked Appts...', 'Find Appointment...', and 'Book Multiple Appts...' are also visible.

However, if a patient indicates they do not consent for WH to upload their documents in relation to appointments this only includes diagnostic imaging final reports the consent option must be changed to 'Do not upload to MyHR'.



The close-up shows the 'My Health Record upload consent:' dropdown menu. The 'Do not upload to MyHR' option is selected and highlighted in blue. Other options visible are 'Upload to MyHR', 'Not Specified', and 'Upload to MyHR'.

The consent can be changed at any time leading up to the appointment arrival. Once the patient has been arrived the consent status will be updated for that episode in the patients MyHR. **If a patient has decided post arrival they do not want their documents uploaded you can change the consent to "do not upload" however the arrival will need to be cleared and the patient re-arrived.** Or contact can be made to WH MHR administrator to update consent manually if there is a concern.

Once a consent has been withdrawn this cannot be changed to upload to MHR within the same episode.

When a patient has requested to withdraw consent, we should be ensuring to advise the patient that in the advent a document has been uploaded they can access there MyHR and remove this document or restrict access.