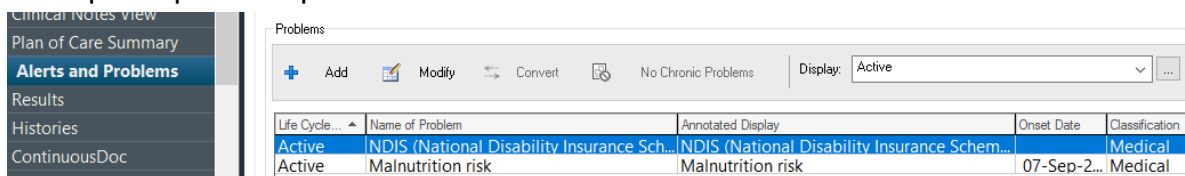


NDIS Participant Documentation

Where to find documentation in the ieMR and how to get it there

NDIS Alert in the ieMR

All NDIS participants require a chronic Alert in Alerts and Problems:



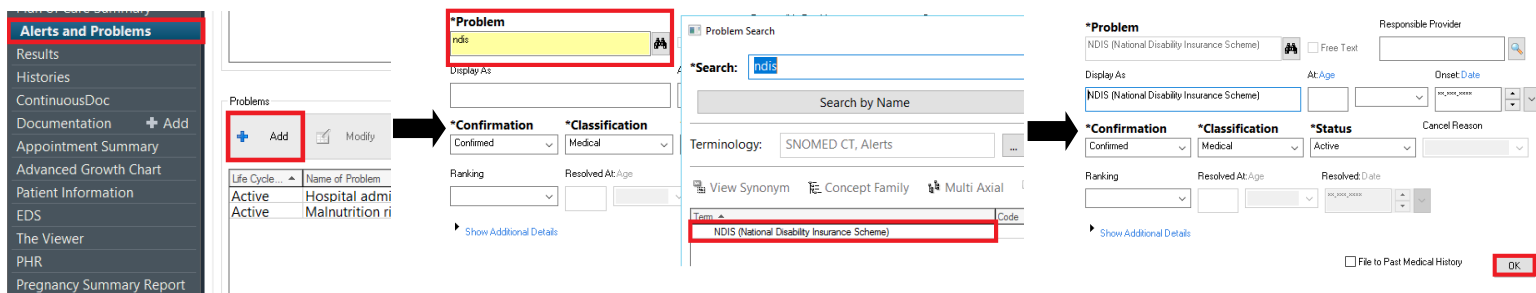
To add: 1 Open the *Alerts and Problems* in the patients record and click **+Add** new Problem → 2 Type NDIS into the search field → 3 Double click on the NDIS alert in the search results → 4 Click **OK** to add it to the patient's record.

1

2

3

4



To Modify/Cancel: Right click on the alert and select action as appropriate

Documentation for NDIS participants

Documentation requirements for NDIS patients include:

Form/Subject	Location in ieMR (Clinical Notes View)
NDIS Express Consent	Non-Procedural Consent
NDIS Medical Diagnostic Letter / NDIS Medical Diagnostic at Risk Letter	Correspondence and Referrals (Outwards)
Allied Health Functional Report/Support Letter (NDIS)	Correspondence and Referrals (Outwards)
NDIS Nutrition Support	Correspondence and Referrals (Outwards)
NDIS Pre-planning tool	Correspondence and Referrals (In)
NDIS letters/correspondence/plan	Correspondence and Referrals (In)
NDIS Disability Related Health Supports/Consumables	Correspondence and Referrals (Outwards)

Generic templates are found on the CHQ NDIS webpage <https://qheps.health.qld.gov.au/childrensheath/html/ndis-home>. Once complete, please scan and email to CHQ_Scanning@health.qld.gov.au with file name:

Document Title: Surname_CHQURN_DocumentTitle_FIN#_DDMMYY(document date)
 e.g.: Baker_c99999_NDIS Express Consent_1234567_010620

For help: ieMR 3068 1999 | DL-CHQ-NDISIPSupportteam@health.qld.gov.au | Scanning team 3068 4810

