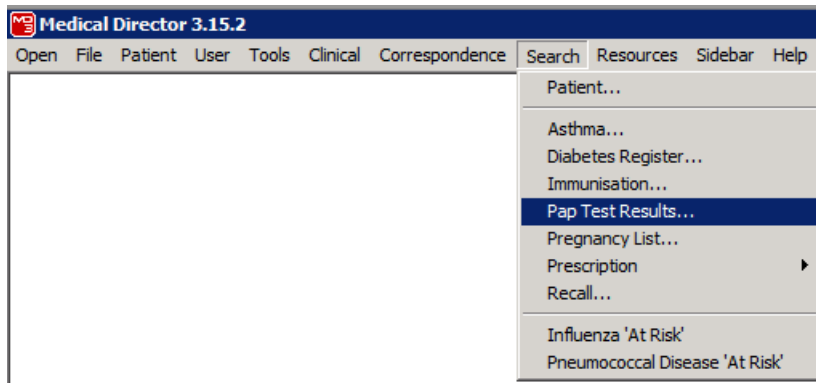


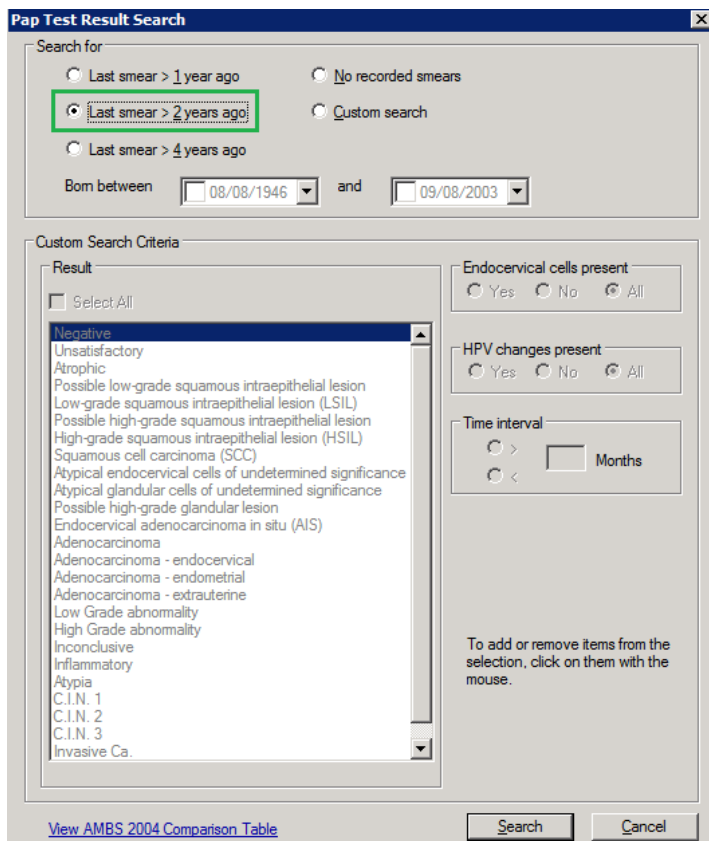
## A guide to cervical smear monitoring in *Medical Director* software

The following steps will assist to identify eligible females within your general practice, who have not had a pap smear recorded in the last two years and recall those patients for cervical cancer screening aimed at early identification

1. On the Medical Director main screen – click on Search and select Pap Test Results



2. Make sure the “last smear > 2 years ago” option has been selected and then click Search

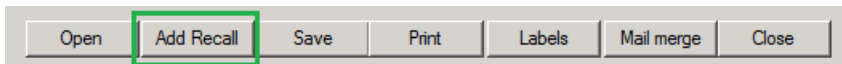


3. The list of patients will now appear on the search screen

Surname	First name	Address	D.O.B.	Phone	Bus. Phone	Mobile Ph...	Medicare No.	Smear date	Result
Anderson	Penny	61 Wallace Street, Bundaberg 4670	04/07/1993	07 4952 5...			6288253443 / 2	02/01/2012	Negative
Andrews	Jennifer	2 Kennedy Road, Bundaberg 4670	20/04/1970	07 4923 4...			3500265121 / 2	22/08/2012	Negative
Schein	Carolina	1 False Street, Bundaberg 4670	29/02/1972				2415523356 / 1	02/01/2012	Negative

4. From here you can add a recall/reminder<sup>1</sup> for these patients by doing the following steps: -

a. On the bottom of the search screen click on Add Recall



b. In the Add Recall screen select the appropriate doctor and select Pap Smear as the reason and click save

Doctor / User: Dr A Practitioner

Reason for Recall: PAP SMEAR

- DIABETES REVIEW
- FULL MEDICAL CHECK-UP
- GARDASIL DOSE 2
- GARDASIL DOSE 3
- GENERAL CHECK-UP
- GLUCOSE
- IMPLANON REPLACEMENT
- INFLUENZA VACCINATION
- INR REVIEW
- MAMMOGRAPHY
- PAP SMEAR
- PNEUMONIA VACCINATION
- PROSTATE REVIEW

Recall Date: 08/08/2018

Options:
   
 Return urgently
   
 Once only Recall

Interval: 2 Weeks
   
 Weeks
   
 Months
   
 Years

Buttons: Add, Edit, Delete, Save, Cancel

c. Alternatively a recall can also be added directly from the patient's main screen when the patient's file is open by clicking on Recall

Medical Director 3.15.2 - [Penny Anderson]

Penny ANDERSON | DOB: 04/07/1993 | 23 yrs | Occupation: University Student | 0m 27s

61 Wallace Street, Bundaberg, Qld 4670 | Ph: 07 4952 5555 (home) | Record No: | ATSI: Neither Aboriginal nor Torres Strait Islander

Allergies: DUST MITE, GRASSES | Pension No: | Ethnicity: | Smoking Hx: Never smoked | IHI No: | Warnings: | PCEHR: |

Buttons: Summary, Current Fx, Progress, Past history, Results, Letters, Documents, Old scripts, Imm., Pap Test, Obstetric, Correspondence, MDExchange, **Recalls**

<sup>1</sup> Medical Director uses the term 'recall' to cover both recalls and reminders

And then clicking on Add and following the aforementioned step

