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Access the Graphnet Portal from Care Record in EMIS

1. Click , point to **Care Record**, and then select the required Care Record module. If you don't have a patient selected, you're prompted to choose one. The Care Record screen is displayed.
2. Expand the left-hand View pane by clicking .



Collapsed View pane with the expand arrow circled

3. In the External Views section, click **Graphnet Portal** to launch Graphnet Portal and show any information that has been uploaded about the selected patient. **Note:** An extra tab will be displayed at the top of the screen.



Expanded View pane with the Graphnet Portal highlighted by a red outline

4. To close Graphnet Portal, on the ribbon click **Close**.

Navigating within the Graphnet Portal

A video demonstration of navigating around the Graphnet Portal can be viewed here: [My Care Record CareCentric demo - YouTube](#).

1. Accessing the Graphnet Portal will load a range of blue 'Navigation Tiles' in a ribbon along the top of the screen such as 'Medications', 'Problems' & 'Activity'. Click on the relevant tiles to pull through patient information.
2. Each of these Navigation Tiles will load a different page of information, within which there will be different panels of information e.g. 'Record Content and Demographics' and 'Allergies'. These will each show a summary of the relevant data – clicking on them will open up a 'Detailed View' of the relevant data.

The screenshot displays the Graphnet Portal interface. At the top, there is a navigation ribbon with seven blue tiles: MEDICATIONS, RESULTS, VITALS, ACTIVITY, PROBLEMS, COMMUNITY HEALTH, and GP INFORMATION. Below the ribbon, there is a breadcrumb trail showing 'Home' and a timestamp 'Last synced at 13:59 PM'. The main content area is divided into several sections. The first section is 'GP COVID-19 Status' with '1 entries to view' and a right arrow. The second section is 'GP Advance Care Planning' with 'No data available' and a right arrow. The third section is 'Record Content & Demographics' with a right arrow. This section contains a table of 'Available Care Provider Records' with the following data:

Care Provider:	Local Identifier:
Buckinghamshire Healthcare Trust (Community)	[Redacted]
Buckinghamshire Healthcare NHS Trust	[Redacted]
Buckinghamshire GP	[Redacted]

The fourth section is 'Allergies' with a right arrow. It shows 'Showing 1 - 1 of 1 items' and a table of 'Adverse reaction to Tramadol Hydrochloride' with the following data:

Date	Severity	Reaction	GP
23-Feb-2005		not recorded	Buckinghamshire GP

3. Please note information will vary per patient, depending on the data that is available for them from each of the partners that are feeding data into Graphnet.

Viewing hospital admissions & activity

1. Click the 'Activity' Navigation Tile to load Hospital Activity Summary.
2. This will load information including latest outpatient and inpatient activity.
3. To view more detailed information, you can click through on the 'Hospital Activity Summary' panel to view all of the hospital activity data for that patient.

The screenshot displays a medical software interface. At the top, there is a navigation bar with tabs for 'Summary', 'Consultations', 'Medication', 'Problems', 'Investigations', 'Care History', 'Diary', 'Documents', and 'Referrals'. Below this is a patient information bar showing 'Born', 'Gender: Female', and 'Usual GP'. A central navigation bar contains icons for 'MEDICATIONS', 'RESULTS', 'VITALS', 'ACTIVITY' (selected), 'PROBLEMS', 'COMMUNITY HEALTH', and 'GP INFORMATION'. The 'Hospital Activity Summary' panel is expanded, showing 'Latest Outpatient Activity' and 'Latest Inpatient Waiting List, Admission & Discharge Activities Only'. The outpatient activity includes 'Outpatient Discharge' and 'Outpatient Attendance' for 'AUDIOLOGICAL MEDICINE' at 'Buckinghamshire Healthcare NHS Trust'. The inpatient activity includes 'Inpatient Discharge' and 'Inpatient Admission' for 'General Surgery' at 'Buckinghamshire Healthcare NHS Trust'.

Activity Type	Date/Time	Specialty	Location	Referrer
Outpatient Discharge	27-Apr-2020 13:16	AUDIOLOGICAL MEDICINE	Unknown Audiological ...	Buckinghamshire Healthcare NHS Trust
Outpatient Attendance	27-Apr-2020 13:15	AUDIOLOGICAL MEDICINE	Unknown Audiological ...	Buckinghamshire Healthcare NHS Trust
Inpatient Discharge	20-Mar-2019 14:52	General Surgery	WH Day Surgery Unit	Buckinghamshire Healthcare NHS Trust
Inpatient Admission	20-Mar-2019 07:30	General Surgery	WH Day Surgery Unit	Buckinghamshire Healthcare NHS Trust

Patient Opt Out - Set the EMIS data sharing preference

EMIS sharing preferences are *not* the same as [SCR sharing preferences](#). EMIS sharing preferences indicate whether a patient wants to share their care record with other organisations that are providing their care:

- 93C0 Patient consents to sharing the detailed record
- 93C1 Patient does not wish to share the detailed record

These clinical codes are purposefully not selectable from the code browser to avoid incorrect use. You can only add these codes by setting a patient's EMIS sharing consent settings in the Care Record Summary screen:

1. Access Summary.

Click , point to **Care Record**, and then select **Summary**.

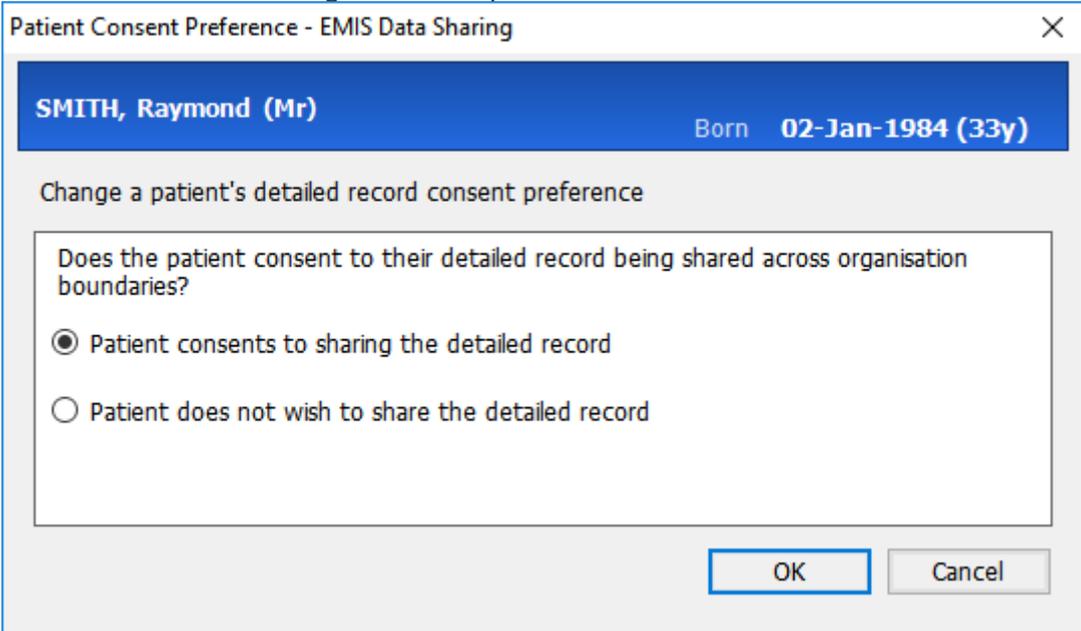
If you do not have a patient selected, you are prompted to select one using Patient Find.

The Summary screen is displayed.

2. Click **Sharing** from the ribbon, then **EMIS Sharing Consent**.

The Patient Consent Preference - EMIS Data Sharing screen is displayed.

3. Set the relevant sharing consent option.



The screenshot shows a dialog box titled "Patient Consent Preference - EMIS Data Sharing" with a close button (X) in the top right corner. The patient's name "SMITH, Raymond (Mr)" and birth date "Born 02-Jan-1984 (33y)" are displayed in a blue header bar. Below the header, the text "Change a patient's detailed record consent preference" is shown. A white box contains the question "Does the patient consent to their detailed record being shared across organisation boundaries?" with two radio button options: "Patient consents to sharing the detailed record" (which is selected) and "Patient does not wish to share the detailed record". At the bottom right, there are "OK" and "Cancel" buttons.

Subject Access Request (SARs)

In the rare event a patient makes a **subject access request (SARs)** for their MCR record it will be processed by BHT's Information Governance team. As part of that process the BHT IG team may send you a copy of a patient's MCR GP data asking if any of the primary care record needs redacting. The redacted record should be returned to the BHT IG team. The email address for the BHT IG team is: **buc-tr.info.gov@nhs.net**

We do not expect very many, if any, SARs for My Care Record (MCR). Before a practice is activated and accessing MCR a practice will not have to include MCR if a patient makes a SAR to a GP practice. If a patient wants to see their information on MCR then the practice should after verifying the patient's identity (as you would with your own SARs) forward the request to BHT's IG team.