

# APHN CENTRAL REFERRAL UNIT (CRU) – ZEDMED ADDRESS BOOK SETUP

## HealthLink

### INTRODUCTION

Adelaide PHN's Central Referral Unit (CRU) clinically triages referrals for primary mental health care services across the Adelaide region. This centralised single point of entry allows easy access to a wide range of services commissioned across the stepped care continuum. The unit receives & allocates referrals from providers to the appropriate step of care and service provider.

Referral Net and Argus customers can send referrals to the CRU using secure messaging. This ensures that the information is sent in a timely, secure manner and can be read easily by clinicians. This factsheet shows how this process is undertaken in the Zedmed clinical information software

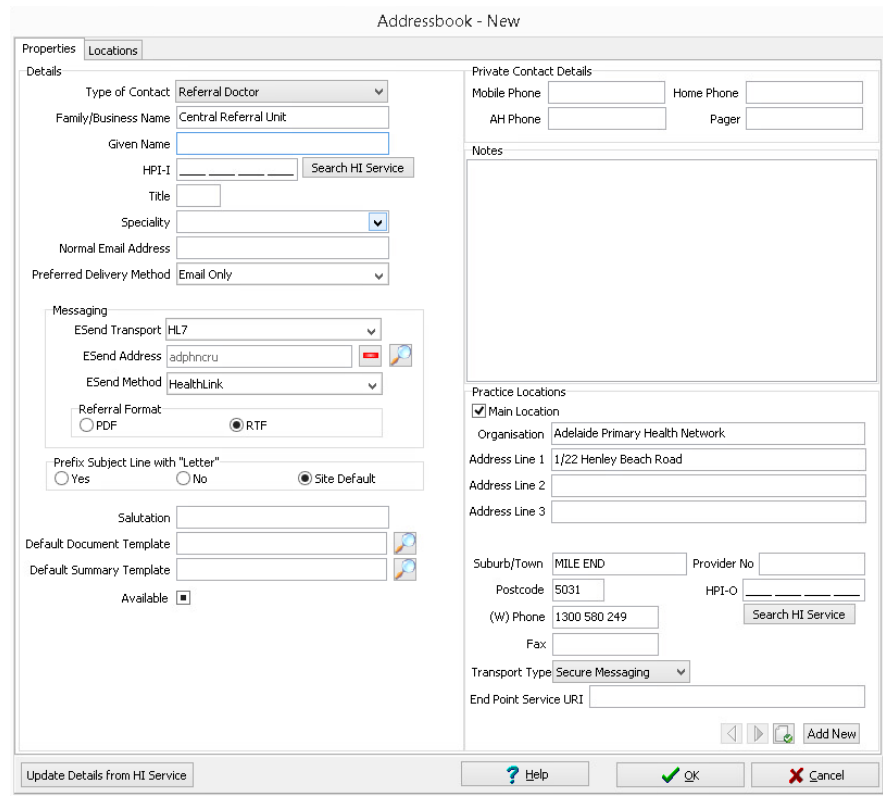
### THE REFERRAL PROCESS

#### Address Book

The APHN Central Referral Unit can be added to your address book with details as shown below.

**Details**  
 Family/Business Name: **Central Referral Unit**  
 Preferred Delivery Method: **Email**  
 ESendTransport: **HL7**  
 ESendAddress: **adphncru**  
 ESendMethod: **HealthLink**  
 Referral Format: **RTF**

**Practice Locations**  
 Organisation: Adelaide Primary Health Network (APHN)  
 Address Line 1: 1/22 Henley Beach Road  
 Suburb/Town: MILE END  
 Postcode: 5031  
 (W) Phone: 1300 898 213  
 Transport Type: Secure Messaging



The screenshot shows the 'Addressbook - New' form with the following fields populated:

- Properties:** Locations
- Details:**
  - Type of Contact: Referral Doctor
  - Family/Business Name: Central Referral Unit
  - Given Name: (empty)
  - HPI-I: (empty) Search HI Service
  - Title: (empty)
  - Speciality: (empty)
  - Normal Email Address: (empty)
  - Preferred Delivery Method: Email Only
- Messaging:**
  - ESend Transport: HL7
  - ESend Address: adphncru
  - ESend Method: HealthLink
  - Referral Format:  RTF
- Prefix Subject Line with "Letter":**  Yes  No  Site Default
- Salutation:** (empty)
- Default Document Template:** (empty)
- Default Summary Template:** (empty)
- Available:**

**Private Contact Details:**

- Mobile Phone: (empty)
- Home Phone: (empty)
- AH Phone: (empty)
- Pager: (empty)

**Notes:** (empty text area)

**Practice Locations:**

- Main Location
- Organisation: Adelaide Primary Health Network
- Address Line 1: 1/22 Henley Beach Road
- Address Line 2: (empty)
- Address Line 3: (empty)
- Suburb/Town: MILE END
- Provider No: (empty)
- Postcode: 5031
- HPI-O: (empty) Search HI Service
- (W) Phone: 1300 580 249
- Fax: (empty)
- Transport Type: Secure Messaging
- End Point Service URI: (empty)

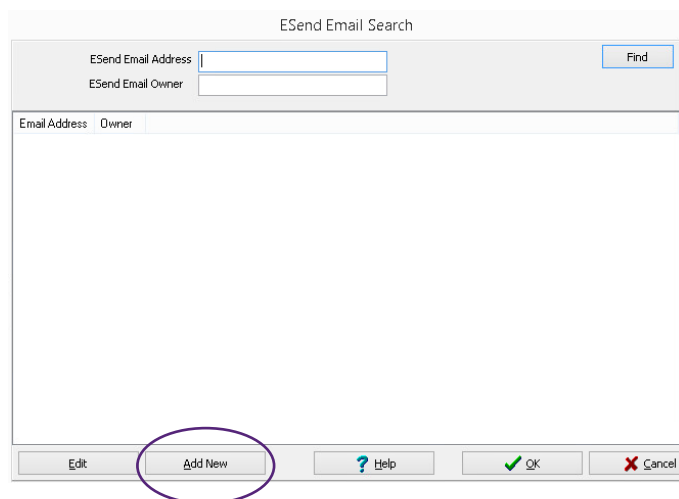
Buttons at the bottom: Update Details from HI Service, Help, OK, Cancel.

## Address Book

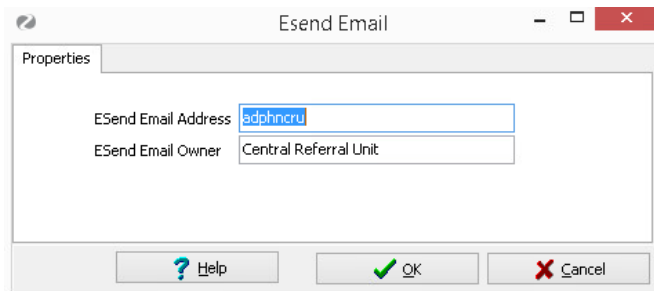
Under “Messaging” select the magnifying glass next to ESend Address to add the CRU ID.



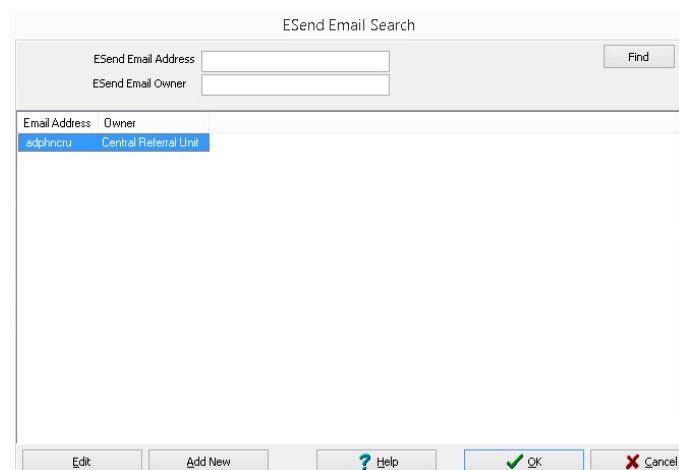
Select “Add New”



Add the following details.  
**ESend Email Address: adphncru**  
**ESend Email Owner: Central Referral Unit**



Select **OK**.



## Address Book

Enter the details below under  
“Practice Locations”.

### Practice Locations

Organisation: Adelaide Primary Health  
Network (APHN)  
Address Line 1: 1/22 Henley Beach  
Road  
Suburb/Town: MILE END  
Postcode: 5031  
(W) Phone: 1300 898 213  
Transport Type: Secure Messaging

Addressbook - New

Properties Locations

Details

Type of Contact: Referral Doctor

Family/Business Name: Central Referral Unit

Given Name: \_\_\_\_\_

HPI-I: \_\_\_\_\_ Search HI Service

Title: \_\_\_\_\_

Specialty: \_\_\_\_\_

Normal Email Address: \_\_\_\_\_

Preferred Delivery Method: Email Only

Messaging

ESend Transport: HL7

ESend Address: CRU

ESend Method: ReferralNet

Referral Format:  PDF  RTF

Prefix Subject Line with "Letter":  Yes  No  Site Default

Salutation: \_\_\_\_\_

Default Document Template: \_\_\_\_\_

Default Summary Template: \_\_\_\_\_

Available:

Private Contact Details

Mobile Phone: \_\_\_\_\_ Home Phone: \_\_\_\_\_

AH Phone: \_\_\_\_\_ Pager: \_\_\_\_\_

Notes

Practice Locations

Main Location

Organisation: Adelaide Primary Health Network (APHN)

Address Line 1: 1/22 Henley Beach Road

Address Line 2: \_\_\_\_\_

Address Line 3: \_\_\_\_\_

Suburb/Town: MILE END Provider No: \_\_\_\_\_

Postcode: 5031 HPI-O: \_\_\_\_\_

(W) Phone: 82195900 Search HI Service

Fax: \_\_\_\_\_

Transport Type: Secure Messaging

End Point Service URI: \_\_\_\_\_

Update Details from HI Service

Help OK Cancel