

## Notifications for Medical Officers

Notifications for Medical Officers in BloodSTAR will be sent whenever an access request has been actioned, an authorisation request changes status, or when a review is imminent or overdue. A complete list of the messages you will receive as a Medical Officer, with a timeline of receipt, is provided below.

Message Type	When it is Received	Content
Ig Initial Authorisation Request Approved/Declined	Request has been actioned by authoriser	Authorisation assessment outcome and details
Ig Dose Change Request Approved/Declined	Request has been actioned by authoriser	Authorisation assessment outcome and details
Additional Ig Dose Request Approved/Declined	Request has been actioned by authoriser	Authorisation assessment outcome and details
Ig Continuing Treatment Request Approved/Declined	Request has been actioned by authoriser	Authorisation assessment outcome and details
Ig Authorisation First Review Reminder	8 weeks before authorisation expiry	Reminder of expiry date and a link to record review outcomes
Ig Authorisation Second Review Reminder	2 weeks before authorisation expiry	Reminder of expiry date and a link to record review outcomes
Ig Initial Authorisation Expiry Reminder	Upon authorisation expiry	Notice that the authorisation has expired and should be actioned as soon as possible if Ig treatment is to continue

### Checking your BloodSTAR inbox

Whenever you receive a message in BloodSTAR, you will receive an email notification as shown to the right. For privacy reasons, the details of the patient cannot be sent via email, but the link in the email will direct you straight into the relevant BloodSTAR message once you log in.

<b>To:</b>   <b>Cc:</b>   <b>Subject:</b> Immunoglobulin Authorisation Review Reminder  Test email intended for:  An authorisation for one of your patients is pending review.  Due to privacy constraints, patient and authorisation details cannot be sent by email.  Please <a href="#">log into BloodSTAR</a> to view the notification.  BloodSTAR Notifications
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There are three ways to view all past and current messages from BloodSTAR:

- 1) Click on the link provided in the email to go directly to the log-in page and then to your inbox.
- 2) Click on the notice at the bottom of your homepage.
- 3) Go to the tab *BloodSTAR Messages* at the top of your home page screen.

### Support

phone: 13 000 BLOOD (13 000 25663)  
email: [support@blood.gov.au](mailto:support@blood.gov.au)  
fax: 02 6151 5210

Once in the messages section, you can view the content of the message by clicking on the Subject Line and it will display in a box below. All messages that require action will have a link at the bottom of the message to proceed immediately to the relevant authorisation, such as in the Review Reminder below.

**BLOODSTAR** [Home](#) [Patients](#) [Authorisation Requests](#) [Treatment](#) [BloodSTAR Messages](#)

BloodSTAR Messages

✕ Delete Selected Messages

	Subject	Date Sent
<input checked="" type="checkbox"/>	Review Reminder - TEST, Test	11-Jun-2016
<input type="checkbox"/>	TEST, Test - Initial Authorisation Request Approved	10-Jun-2016

1

5

items per page

1 - 2 of 2 items

Review Reminder - TEST, Test

11-Jun-2016

This patient is due for clinical review in accordance with the criteria for access to immunoglobulin products supplied under the national blood arrangements.

To access continued treatment for this patient you must complete a clinical review and submit a Continuing Authorisation Request **before 25-Jul-2016**. Failure to request continuing authorisation will cease the patient's access to treatment and you will be required to submit a new Initial Authorisation Request if continuing treatment is required.

For further information please contact the Authoriser on 02 62123456789

Record Review Outcomes

To complete an action from a message, simply click the link and follow the next step. If you have actioned a message or no longer require the message then check the box next to the message and click *Delete Selected Messages* to remove it from your inbox.

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