

BLOODSTAR

User Tip Sheet – Submitting an Ig Dispense Request for a Patient from another facility /state

Submitting an Ig Dispense Request for a Patient from another facility/state or the travelling patient

BloodSTAR allows nurses to submit a product dispense request for patients who present for treatment from other facilities and/or states. This tip sheet outlines how a nurse can search for a patient, view their authorisation details, create and submit an Immunoglobulin (Ig) dose request to the dispenser.

How do I search for and view the authorisation details of a patient from another facility/state?

1. To search for a patient who presents for treatment from another facility, click on the “Patients” in the tab at the top of your home screen, then select “Search”.

BLOODSTAR Home Patients Treatment

Authorised Patients at Cairns Base Hospital Authorised Patients at this facility Search

1 Click on “Patients” then “Search”

Given Name Family Name Date of Birth URN Authorisation Number Pending Review

Show patients where Cairns Base Hospital is nominated as the:

Administering facility (where product will be given or infused)

Treating facility (where the patient is diagnosed and clinically reviewed)

Search Clear

2. Complete the patient details with at least three (3) of the following identifiers; given name, family name, MRN/URN of the patient’s usual facility, date of birth or individual health identifier (IHI). Change search scope from within your facility to either your state or nationally.

BLOODSTAR Home Patients Treatment

Patient Search

Search Terms

Given Name Green

Family Name Grass

MRN/URN/Patient ID

Date of Birth 01-Jul-1980

IHI

Search Scope Cairns Base Hospital

2 Select search scope

National

Support

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

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- You will be asked to select a reason for viewing the patient’s authorisation as you would not normally have access to the information. After selecting the reason, click the green “Search” button located under the drop-down box.

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Patient Search

Search Terms

Given Name: Green

Family Name: Grass

MRN/URN/Patient ID:

Date of Birth: 01-Jul-1980

IHI:

Search Scope: National

Reason: Patient has presented for treatment

Other reasons in dropdown: Clinician requested second opinion, Travelling patient lives interstate, Authoriser transition, Authorisation Assessment discussion, Authoriser-Clinician discussion

For support call 13 000 BLOOD (13 000 25663)

[IBA Privacy Policy](#)

[Criteria for Clinical Use of Immunoglobulin in Australia](#)

- Click on “View” to review the patient’s details and authorisation

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Patient Search

Search Terms

Given Name: Green

Family Name: Grass

MRN/URN/Patient ID:

Date of Birth: 01-Jul-1980

IHI:

Search Scope: National

Reason: Patient has presented for treatment

Search Clear

Search results for Family Name: GRASS, Given Name: Green, Date of Birth: 01-Jul-1980

Given Name	Family Name	MRN/URN/Patient ID	Date of Birth	IHI	
Green	GRASS	00000002 - Royal Hobart Hospital	01-Jul-1980		View

- A pop-up window will ask you for a second time to select a reason for viewing the patient’s details and authorisation. Click “OK” after selecting your reason.

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- To view the patient's Treatment Plan, scroll down to the "Current Authorisation" heading and click on "View Treatment Plan". This will open the Treatment Plan in a pop-up window showing doses already dispensed and the due date of the next dose.

Current Authorisation

Authorisation WQ49983F

Authorisation Number WQ49983F
Authorisation Date 13-Jul-2016
Condition Primary immunodeficiency diseases (PID) with antibody deficiency
Indication Management of infection related to primary antibody deficiency.
Treating Specialist Mrs Lyndsay WALL (NBA)
Immunologist NBA - Royal Hobart Hospital

Dose Type	Dose	Infusion Method	Action
Maintenance Dose	INTRAGAM P - 21.00 grams every 4 weeks.	Intravenous	

Authorisation End Date 02-Dec-2016 Continuing supply is conditional on a review being conducted prior to this date.
Treating Facility Royal Hobart Hospital
Administering Facility Royal Hobart Hospital
Dispensing Facility Royal Hobart Hospital - Pathology Services incorporating Pathology South
Last Dispensed Date 19-Aug-2016
Further doses should not be dispensed before 26-Sep-2016

[View Treatment Plan](#)

6 Click "View Treatment Plan" to see when the next Ig dose is due

Treatment Plan

This treatment plan has been generated from the approved doses for this authorisation. The treatment plan is updated each time a dose is dispensed to ensure the approved interval between doses is maintained.

The information contained within this treatment plan does not constitute a prescription.

Planned Date	Dose Type	Dose	Status	Requested	Expected Infusion Date	Date Dispensed	Dispensed
17-Jun-2016	Maintenance Dose	INTRAGAM P - 21.00 g	Dispensed		01-Aug-2016	01-Aug-2016	Q 21.00 g of 21.00 g
29-Aug-2016	Maintenance Dose	INTRAGAM P - 21.00 g	Dispensed		01-Sep-2016	19-Aug-2016	Q 21.00 g of 21.00 g
26-Sep-2016	Maintenance Dose	INTRAGAM P - 21.00 g	Planned				
24-Oct-2016	Maintenance Dose	INTRAGAM P - 21.00 g	Planned				
21-Nov-2016	Maintenance Dose	INTRAGAM P - 21.00 g	Planned				

Close

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How do I submit a dispense request for a travelling patient, or a patient from another facility?

7. Ig dispense request for a patient from another facility/state can only be requested through a planning sheet. Click on the “Treatment” tab at the top of your screen then select “Planning Sheets”.

BLOODSTAR Home Patients Treatment

Authorised Patients at Cairns Base Hospital

Planning Sheets
Dispense Requests

7 Click "Treatment" then "Planning Sheets"

Given Name Family Name Date of Birth URN Authorisation Number Pending Review

Show patients where Cairns Base Hospital is nominated as the:

Administering facility (where product will be given or infused)

Treating facility (where the patient is diagnosed and clinically reviewed)

Search Clear

8. From here you can either create a new planning sheet by clicking on “+ New Planning Sheet” for the travelling patient/s only or add the patient to an upcoming planning sheet. See [BloodSTAR Tip Sheet - Creating and submitting a planning sheet in BloodSTAR](#) for information on creating Planning Sheets.

BLOODSTAR Home Patients Treatment

Planning Sheets

Planning Sheet Name Dispenser Planning Sheet Status

Required date from Required date to

Search Clear

Exclude completed planning sheets

+ New Planning Sheet

8 Create a new planning sheet

Planning Sheet	Dispenser	Dispense To	Earliest Req. Date	Requests	Actioned	Status	Updated	
Ig Infusion Clinic 12 - 23 September	Pathology Queensland - Cairns Laboratory	Day Unit		0	0	Draft	16-Sep-2016 16:49	Edit

10 items per page 1 - 1 of 1 items

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- Once you have either created a new planning sheet or opened an existing one you can add the travelling patient/s by clicking on “+ Add Patient”

BLOODSTAR Home Patients Treatment

Maintain Planning Sheet

Planning Sheet Details

Planning Sheet Name Travelling patient 20 September
Dispenser Pathology Queensland - Cairns Laboratory
Dispense to Ig clinic
Earliest Required Date
Planning Sheet Status Draft
Contact Lyndsay Wall (NBA) - 02 6151 5000
Notes Thank you

[Edit](#) [Submit](#) [Delete](#) [Print](#)

9 Add patients to the planning sheet by clicking "+ Add Patient"

- Click on the “Patients from other facilities” tab to search for your travelling patient.
- Complete the patient search details as per above and add the patient to the planning sheet by clicking on “Select”.

Select Patient

Patients at Cairns Base Hospital Patients from other facilities

10 Click “Patients from other facilities”

11 Click “Select” to add the patient to the planning sheet

Family Name: Grass, Given Name: Green, Date of Birth: 01-Jul-1980, Patient ID: [empty], IHI: [empty]

Search Scope: National, Reason: Patient has presented for treatment

[Search](#) [Clear](#) [Close](#)

Patient	Next Dose	Next Dose Date	Facility	Specialist	Authorisation Exp. Date	
GRASS, Mrs Green 00000002 DOB: 01-Jul-1980	INTRAGAM P - 21.00 grams every 4 weeks.	26-Sep-2016	Royal Hobart Hospital	WALL (NBA), Mrs Lyndsay	02-Dec-2016	Select

- Review and edit the Ig dose or date if required, then click “Add” to add the dose to the planning sheet. See [BloodSTAR Tip Sheet - Creating and submitting a planning sheet in BloodSTAR](#) for information on editing date and dose details.
- BloodSTAR will confirm you have added the dose to your planning sheet. Click “Close” to return to your planning sheet template. You can continue to add more patients to this planning sheet if needed. Click on “Submit” when all the patients have been added.
- You will receive notification that the planning sheet has been submitted.

Please note: It is advised that you notify your dispenser if you edit any details on a submitted planning sheet in case they have already begun dispensing Ig from it.

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