



Heartwatch is a partnership between the Department of Health and Children, the Health Boards, the Irish College of General Practitioners and the Irish Heart Foundation.

<http://www.indc.ie>

GP 1

GP Heartwatch ID : _____

Password : _____

GP 2

GP Heartwatch ID: _____

Password: _____

GP 3

GP Heartwatch ID : _____

Password : _____

GP 4

GP Heartwatch ID : _____

Password : _____

GP 5

GP Heartwatch ID: _____

Password: _____

Please make a note of your GP's Heartwatch ID and password above. If you have a number of GPs in your practice, we have allowed space for all of them to be recorded on one master document. You will need your password for returning your patient data to the INDC and for viewing your payments & reports.

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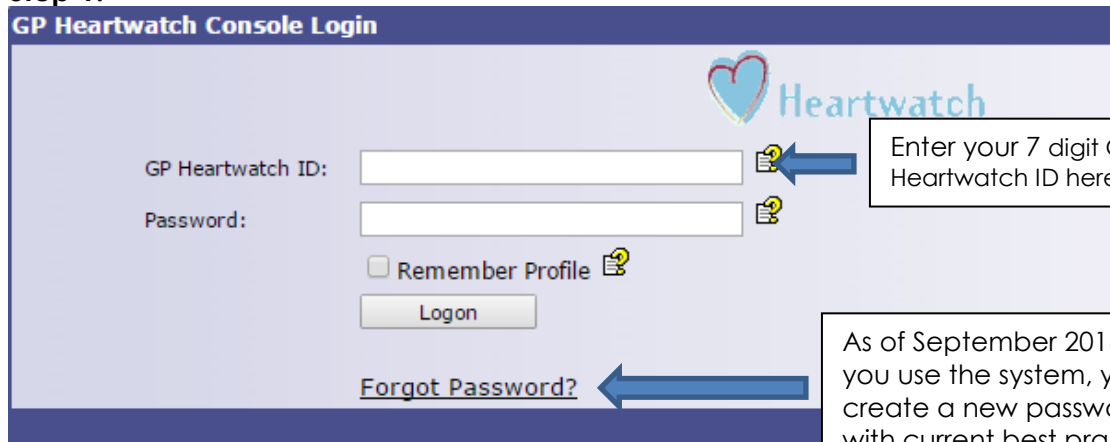
The Heartwatch system has been updated as of September 2016. You will note some minor changes in formatting and display as a result but all functions are the same. The changes made are to increase security and to make the system more user friendly.

Login Page

Write your GP's Heartwatch ID & Password on the 1st page of this document. These are the details you will now use to log onto <http://www.indc.ie>.

If you have more than one GP in your practice, you will need to take note of all their GP Heartwatch IDs and Passwords. To view information relevant to a particular GP you will need to log in separately each time.

Step 1:



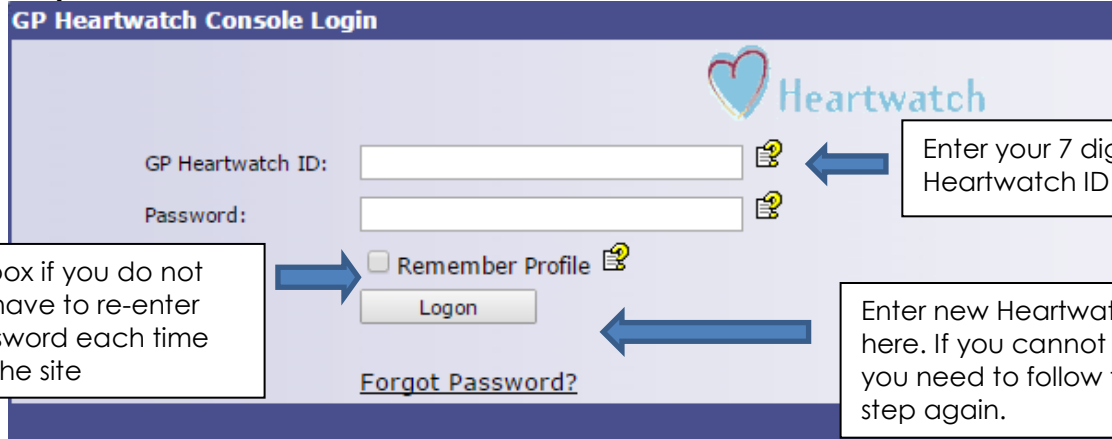
Enter your 7 digit GP Heartwatch ID here

As of September 2016, the first time you use the system, you will need to create a new password. This is in line with current best practice. The INDC office will no longer have access to this password so it is important that you use one which you will remember and/or record it on the front page of this document or elsewhere.


When you first log in, you will see this screen. Please click on 'Forgot Password' which will send you an email to allow you to set up your new password.


Therefore, on entering the site, you will see this screen which you will then enter your HW I.D number and your password.


Step 2:




GP Heartwatch Console Login

 Heartwatch

GP Heartwatch ID: 

Password: 

Remember Profile 

[Forgot Password?](#)

Enter your 7 digit GP Heartwatch ID here

Tick this box if you do not want to have to re-enter your password each time you visit the site

Enter new Heartwatch password here. If you cannot remember, you need to follow the previous step again.

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This is the new site navigation.

In the main, these have not changed.

Full details on each page can be found in this document.

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This is a new page which gives you information on the number of patients registered, active patients, number of deaths or the amount of payments pending.

It also contains the acceptable values for all clinical parameters.

Upload Files Page

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The layout of this page is identical to the old INDC website.

There are no changes to this page. Once you click the "Transfer Files" button, wait and see if the file audit was successful, or if there were errors.

If the files are **Uploaded Successfully**, there is nothing else you need to do.

If the files are **Uploaded (Errors)** check what was wrong with your files and fix the particular patient visit form as per the instructions. You should then regenerate that month's files and resend them via the Upload Files page.

The FAQ file will help you to determine the reason and the solution for the error.

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Clicking on this page will allow you to review all of the uploads that you have made to the system to date.

You can either view all uploads or search for a particular upload via the "Transfer Number" search field or the "Export Month"

- **Transfer Number:** When you upload a file you are given a Transfer Number. You can take note of this for future referrals.
- **Export Month:** This is the month that the patient visit took place.

Validation Rules Page

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The validation rules page contains information describing what is accepted by the automated audit system.

The system checks every field and makes sure that the data contained is:

- formatted correctly
- suitable
- within the approved range of values for that particular field

Because each field is audited automatically, you have to be very careful that every piece of data you enter in each form field is correct.

The list of items on the 'GP dashboard' will also assist you in determining what values are acceptable.

Reminder: Use of Replacement Values

Please read the following instructions to remind yourself of the occasions when these figures can be used.

If targets are met on a particular visit, please enter the value below on the subsequent visit. It is very important to enter these values exactly as they appear below or the system will not accept them. You cannot use the same replacement value on two consecutive visits.

Example - Weight:

- **Visit 1 (01/01/2016):** Take a reading of patient's weight. Enter patient's weight in form. Patient's weight is within target.
- **Visit 2 (01/04/2016):** Enter 300 in weight field (replacement value for weight).
- **Visit 3 (01/08/2016):** Take a reading of the patient's weight again and enter reading. In this example we will say the patient is now outside target.
- **Visit 4 (01/12/2016):** Take a reading of the patient's weight again and enter reading. Say the patient is now within target.
- **Visit 5 (01/03/2016):** Enter 300 in weight field (replacement value for weight).

Spot Check – Systolic	500
Spot Check – Diastolic	10
24 Hour (Ambulatory) – Daytime Mean Systolic	500
24 Hour (Ambulatory) – Daytime Mean Diastolic	10
Total Cholesterol	29.99
LDLc	29.99
Weight	300
Waist Circumference	11
Serum Creatinine	999.99
Fasting Glucose	99.99
HbA1c	99.99

Adding & Removing Patients

Although there were some exceptions, in general each GP can recruit a maximum of 35 patients at one time to Heartwatch. If patients leave the programme (for example move area, now reside in a nursing home or decide for other reasons not to attend the HW visits) you should send an email to Heartwatch and we will record this on the patient file. You will see this on your records and thereafter will not be able to use this I.D. number or enter any CCF's for this patient.

If a patient is deceased, please complete an event form for this patient. You will see this on your records and thereafter will not be able to use this I.D. number or enter any CCF's for this patient.

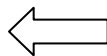
If your total number of active patients (those registered and still attending) is < 35, you will be able to add more patients but you must use the next available patient I.D. number that has not been used before.

If you experience any problems regarding the above, please contact INDC.

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Please make sure the GP email and practice details are up to date. You can change these details at any time.



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The Patient Analysis Reports are pre-formatted reports which provides demographic information on your patients. It also allows you to see a list of your deceased patients and to monitor patients who are out of target on the various clinical parameters. These reports can be run at any time to view information regarding your patients.

The reports always use the most up to date information contained on the system.

Click on any of the report titles and the report will open up automatically in Adobe Acrobat.

PLEASE NOTE:

You will need to have Acrobat Reader installed on your computer. Click the icon on this page to install.

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Use the patient search page to see what files have been received by the INDC and it also allows you to search for individual patients.

By searching for a particular patient, and clicking the "Query Patient" button you will see a list of the selected patient's registration, visits & events received.

Or leave the search box empty and click "Query All Patients" to see everything received to date.

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Payment History Page

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The payment history section gives you a detailed breakdown of all payment received to date by the GP. **The payments are listed by Payment Date.**

The ledger gives a monthly breakdown as follows:

- **# CCFs:** The number of CCFs paid in that period.
- **Total Paid**

You can click on the [blue underlined number](#) under the column **#CCF** to see what CCFs were paid in that month.

At the bottom of this page you can view payments due in the next payment run based on the new data you have uploaded since the last payment.

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A copy of this document is available to download from the GP Heartwatch Help page. We will also add to this page over time if there are regular queries to the Heartwatch helpdesk.

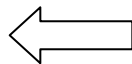
Please consult the FAQ page if you are experiencing difficulty to see if your query is already answered there.

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This provides you with information on the HSE Cardiovascular Nurse in each area as well as information on HSE Primary Care Units.



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FAQ's

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This list of frequently asked questions gives details on all error messages and frequent queries.

Please search the FAQ guide before you contact the INDC/ICGP office.

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Make sure that you always logout at the end of your session!!