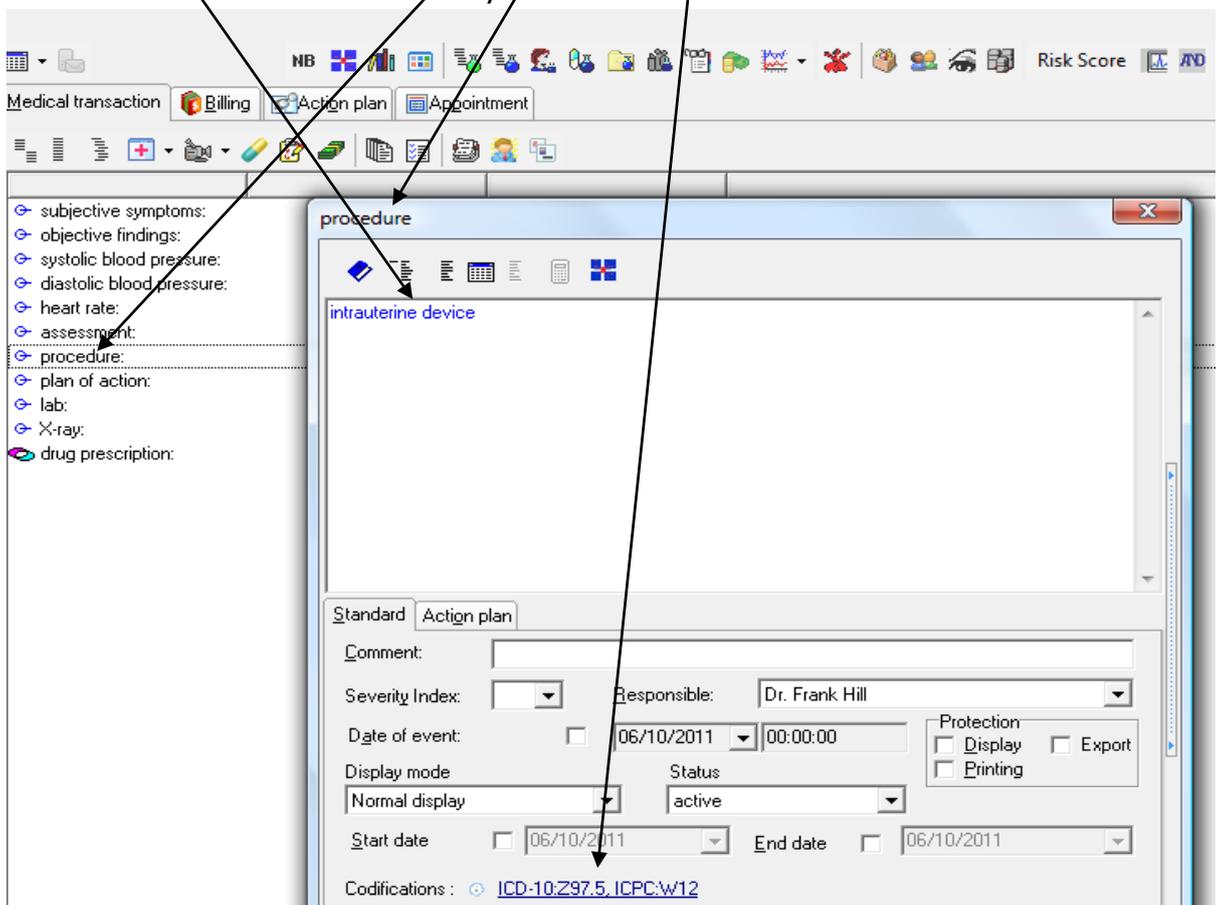


## Using Health One to keep a log of contraceptive procedures carried out

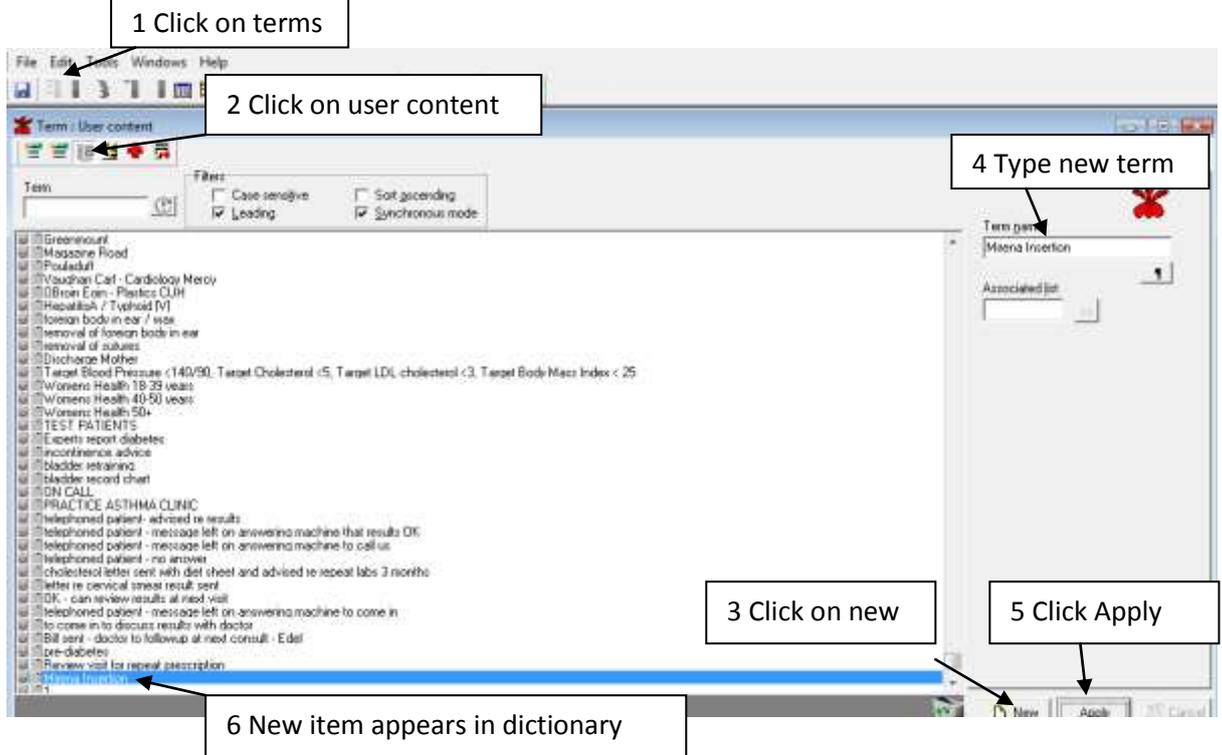
### Step 1 – Coding your procedure

- The key to retrieving information efficiently within practice management systems is to use codes.
- Applying an appropriate code to a procedure such as a mirena insertion or progesterone implant allows the system to manage that information more efficiently.
- Health One records information in named boxes -these are the list on left below (subjective, objective etc) and are hardcoded in the software (users cannot add new names for boxes). We use "Procedure" box in this case.
- The contents of these items can be Health One terms, User created terms or free text. To maximise the accuracy of future searches it is best not to use free text for things which you may need to search later.
- Health One recommends using Health One Terms where they exist – Many of these are already linked to ICPC Codes. In the case of IUDs the term Intrauterine device is automatically linked to ICPC and ICD 10 items.

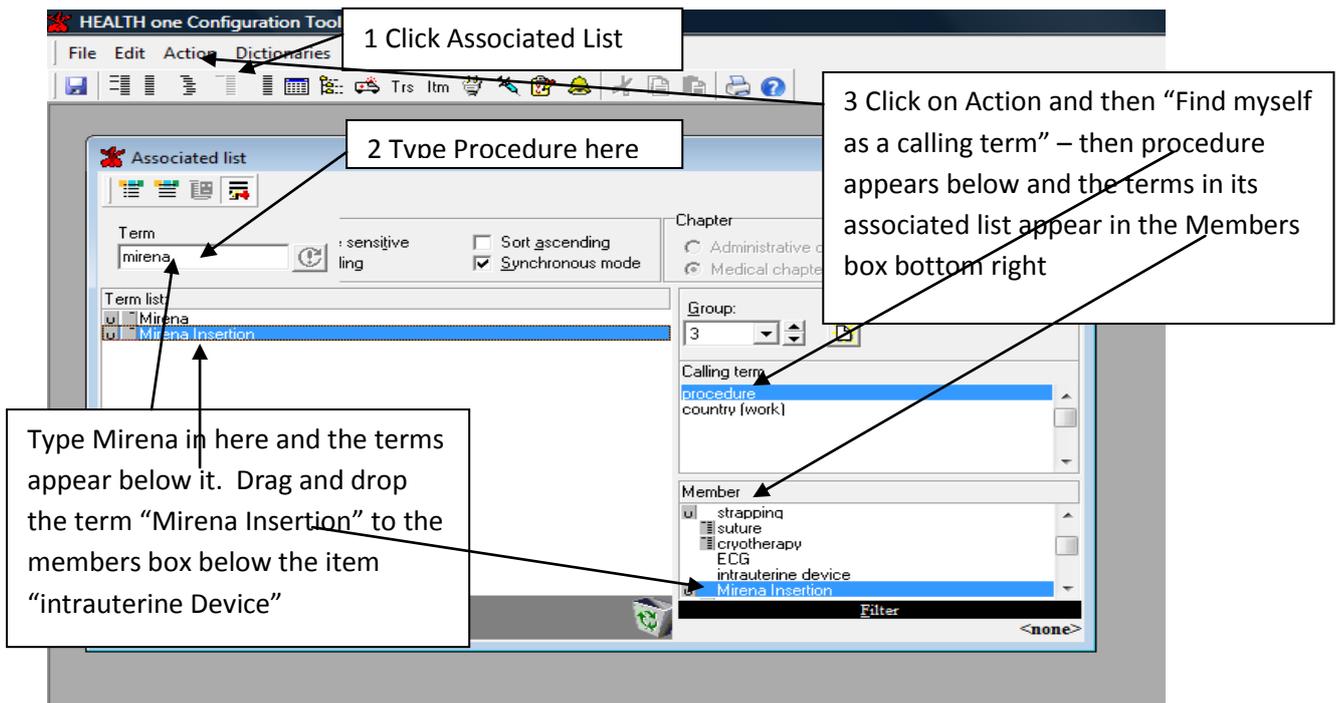


However Mirena Insertion does not exist as a Health One Term so it needs to be created as a User term

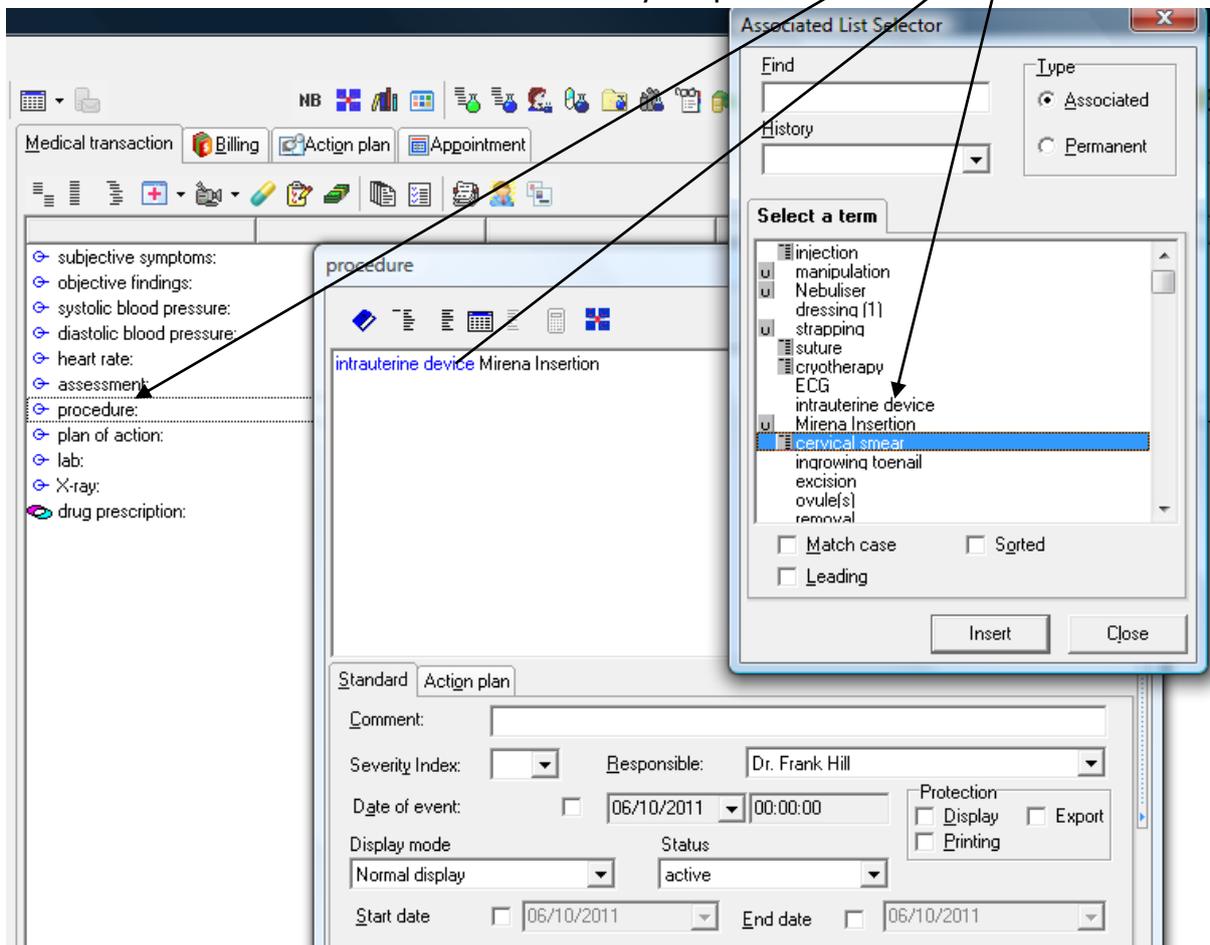
To create a new item open the Configuration Tool (Red Orchid).



Health One recommends that all procedures are recorded in the Item "Procedure". Intrauterine Device is already in the Associated List for "Procedure". For convenience it is best to add the new term Mirena Insertion to this associated list



Once this is set up it is easy to record the consult. Open the item Procedure and its associate list automatically opens. You then Insert both "Intrauterine Device" and "Mirena Insertion" from the list and they drop into the consultation as below.



It is important that you do not use the term "Procedure" and content "Mirena Insertion" for other consultations such as one where you discussed or planned or counselled on Mirena Insertion or these will appear in your searches later. The term "Procedure" is reserved for recording when you do a procedure not when you discuss a procedure etc.

## Step 2 – Generating your report

To generate a list of patients you have inserted Mirena coils for you need to create an analysis as below.

1 Click on the User Analysis button and the Analysis Criteria box opens

2 You can choose the patient info you want in your report here

3 Complete the boxes as shown. Choose the dates between which you want to find the mirena insertions

criteria	Transaction criteria	Item inclusion criteria	Item exclusion criteria
Age: All	Chapter: Medical	procedure	
Sex: female	Date: Between	Contains	
Display: surname, first name, sex, date of birth	Name: All		
Status: active	Specialty: All		
Test: All	Responsible		

Now click the Test button or Execute button which is just off the bottom of this screenshot and you will generate a list of patients who have had a mirena coil inserted in the date range you have chosen. This list can be saved to Excel. You can also run a Merge Letter for recall etc or Create an Action Plan in the file for each patient on the list.