Reviewing Referrals

Select the Service Provider icon from the home screen.



Then Click the dropdown arrow to Select the organization.



Your referral Dashboard will load. Click on the Referrals tab to examine the status of the current referrals. New referrals will have a status of "PEN" and can be identified by the BLUE vertical bar at the left of the tile.



The following are the statuses that can be recorded against a referral:

- **PEN** denotes a new referral has been received and pending actions
- ACC denotes the referral has been accepted
- DEN denotes the referral has been denied
- CAN denotes the referral has been cancelled
- REQ denotes that a Request for Information has been submitted
- ADM denotes the referral has been admitted/closed

Click once on the Patient record tile to activate it. The tile will turn BLUE to indicate which record you are currently viewing. The patient's details will open in the righthand pane of the screen.

Click on the Clinical Profile tab to review the referral information. You can click the drop-down next to 'Jump to' for the various sections of the Clinical Profile; or scroll down / up the document to view all the referral information.

Strata PathWays [®] Viewing client: Demo (Fit), DOB: 07-09-1939 (82 Years NHS Number: No identifier	Patient4	Training Account training @strata.com			
Acting as: East ICC Case Manager - Nurse Viewin	g: Referrals 🕶	🏚 Dashboard 🛛 🚓 Switch To 👻 😃 Log Out			
◆ Sort Status: 4 selected ♥ Updates: All	C Apply Filters Mark all cancelled referrals as revie	Search referrals Q Advanced			
Demo (Fit), Patient4	🔹 Print 🏦 Assign 🕜 Edit client 💿 R. d 🔾 Received 💿 Deny 🕕 Request For Inf	rmation			
From: East ICC ICC Hub Services: 5 October 2021 (0 day)	Updates Details Matching Profile Clinical Profile Comments (0) Attachments (1) Tat	s (0)			
Referral Updated: 5 October 2021 13:15	Client Profile				
0.411 4.0	Responsible Contact Account, Training				
Demo (Demo), Patient3	East ICC				
From: East ICC	Service Provider Kendal				
ICC Hub Services: 5 October 2021 (0 day) Incomplete - Missing Information Referral Optimized: 5 October 2022 13:18	Jump to: - select one -				
	Category	Value			
C Mr Demo (Demo), Patient2	Demographics Watensley, Net at 4 October 2021 15:51				
From: East ICC	Client Name Surname: Demo Forename: Patient4	Surname: Demo Forename: Patient4			
Referral Updated: 5 October 2021 13:16	Preferred Name Preferred Last Name: Fit	Preferred Last Name: Fit			
	DOB 07-09-1939 (82 Years)				
Mrs Demo (Demo), Patient 1	Identifier NHS Number: No identii Local EPR ID: XXXPaiten	NHS Numbar: No identifier Local EPR ID: XXXPaitent4DemoXXX			
From: East ICC ICC Hub Services: 5 October 2021 (0 day) Criteria not met for service Advariaçuster: 5 October 2021 J.3.6	Street Address: 4 Demo Client Address Post Code: TES7 ING Phone Number: 012345	reet			
0 Å H Å Ø	Current Location WGH Maxillofacial Surger Kendal	у			
Demo, Patient	Consent Account, Training at 5 October 2021 12:14				

Any accompanying documents that the referrer has included with the referral will be attached to the referral form and can be viewed from within the Attachments page tab.

Click on the Attachments page tab, the accompanying document can either be downloaded or previewed. The receiver team can also add files to the referral by pressing the Upload Files button.

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Sort Status: 4 selected 💙 Updates: All	C Apply Filters Mark all cance	elled referrals as reviewed			Searc	h referrals	Q Advance
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(T2 Yrans)	1of1 H ◀ 1 ► H						
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Online URL: <u>https://elearning.cornwall.nhs.uk/site/kb/article.php?id=322</u>