



User Guidance

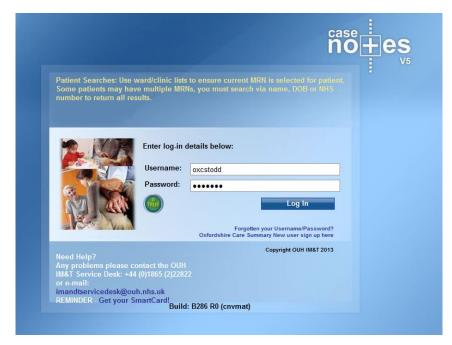
General Practitioners

Assumption: you are already in possession of an Oxfordshire Care Summary username/password. If this is not true, please refer to the <u>GP Guidance page</u> and select the *User Sign-Up/Upgrade to OCS account Guidance*.

Logging in to the OCS

1. Go To the OCS login page: https://oci.oxnet.nhs.uk/casenotes/

- 2. Enter in your username/pass word
- 3. Select Log in



You should be taken to the landing page

4. Select OxCS Patient Search

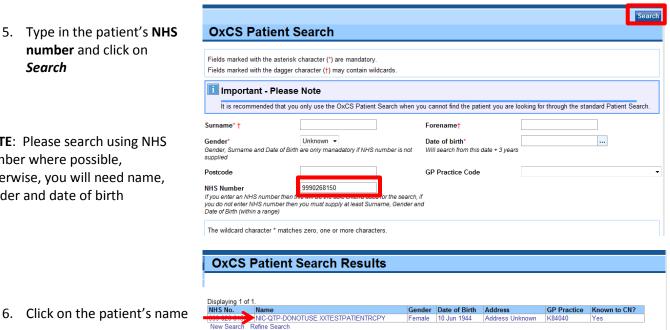


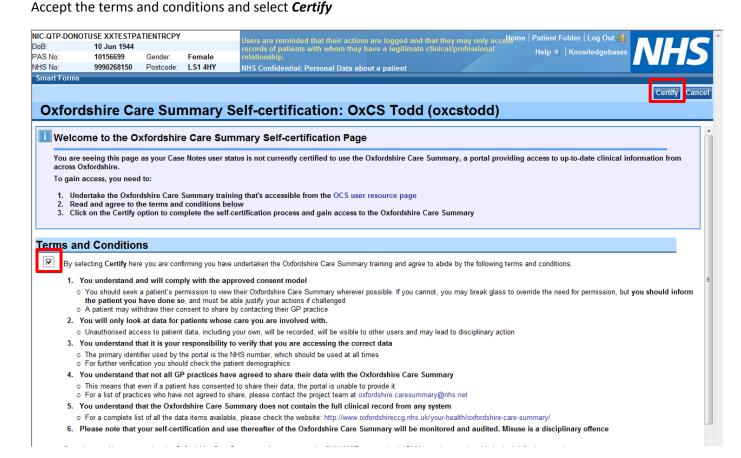




5. Type in the patient's **NHS** number and click on Search

NOTE: Please search using NHS number where possible, otherwise, you will need name, gender and date of birth





If the patient has not consented to share, the following message will appear:

Record Patient's Permission-to-view Status Oxfordshire Care Summary Unavailable – Patient has not Consented to Share This patient Nic-Qtp-Donotuse Xxtestpatientrbui (NHS: 9990261970 DOB: 09 Jun 2007 SEX: Male), has declined to share their information with the Oxfordshire Care Summary If the patient wishes to change their mind, they must inform their GP practice.

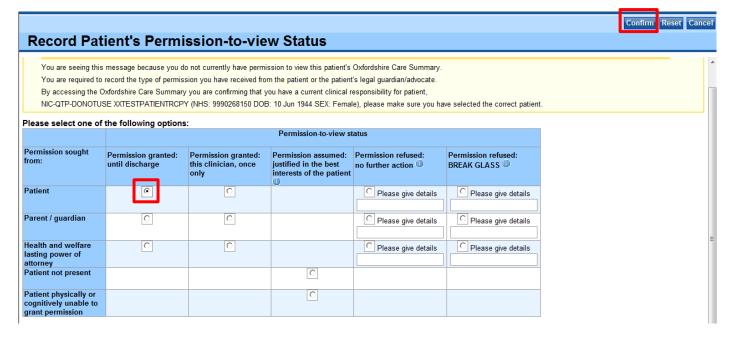




If no patient record is held on the Oxfordshire Care Summary, the following message will appear:



7. Complete permission to view status when prompted and click on *Confirm*



PLEASE NOTE: Permission assumed should be selected when the patient cannot answer because they are not able to confirm permission. Permission refused means the patient has actually denied permission to access their data.

8. Select the required information from the left panel. Information is presented in tabs by category and source







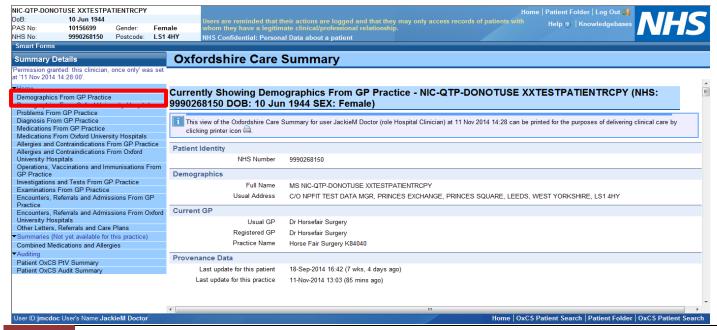
Your guide to the navigation

Patient home	Allergies & contraindications view	Encounters, referrals & admissions
Demographics view	Operations, vaccinations & immunisations	Other letters, referrals & care plans
Problems view	Investigations and tests	Summaries view
Diagnosis view	Examinations	Permission to view summary
Medications view		Patient audit summary

Patient home



Demographics view (from GP practice)



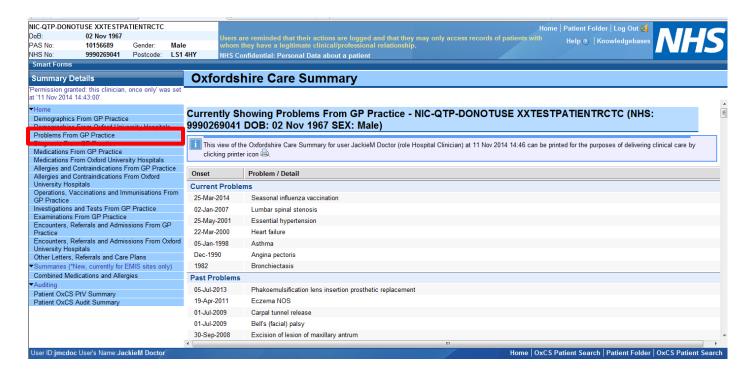




Demographics view (from OUH)



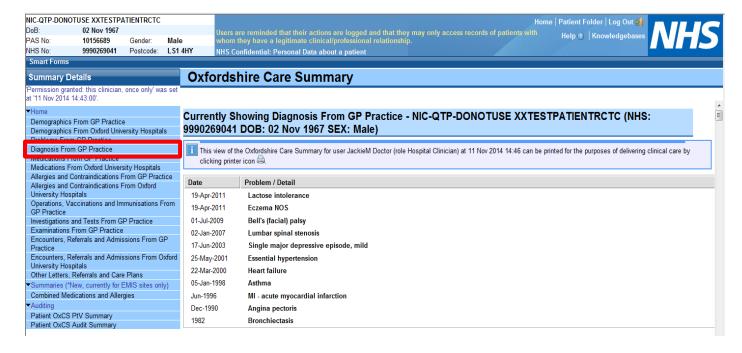
Problems view



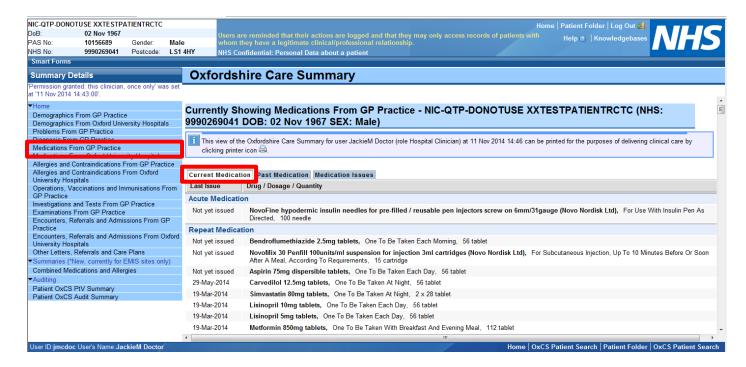




Diagnosis view



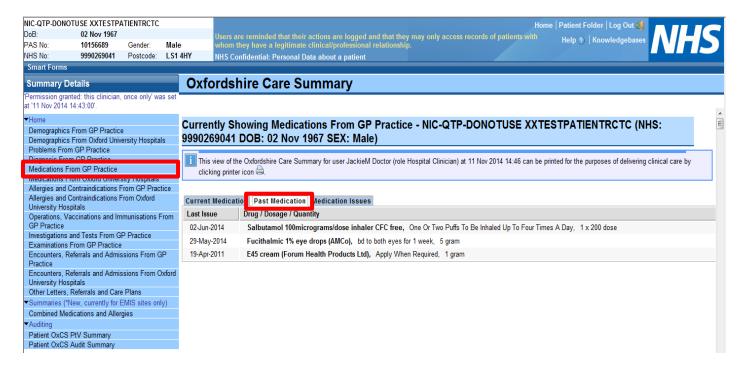
Current medications tab (from GP practice)



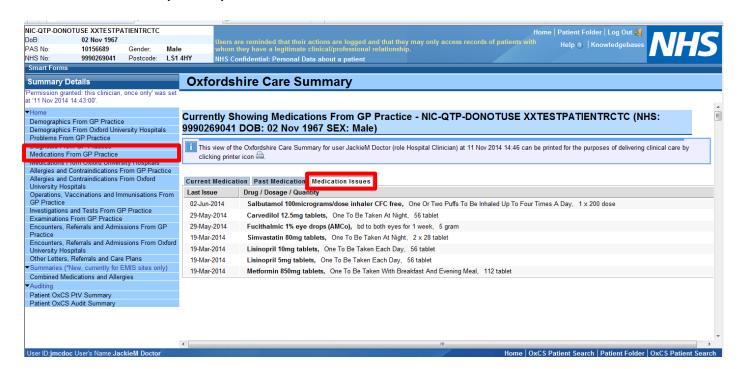




Past medications tab (from GP Practice)



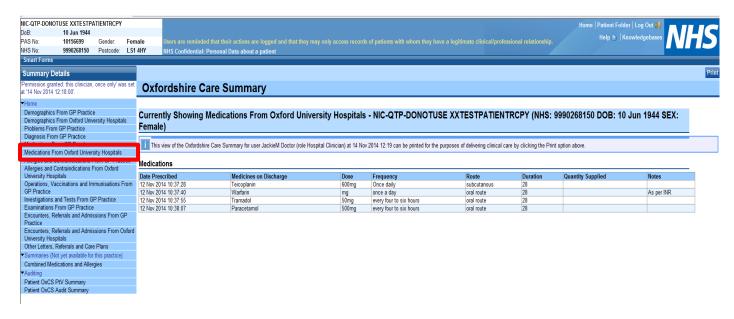
Medications issues tab (from GP)



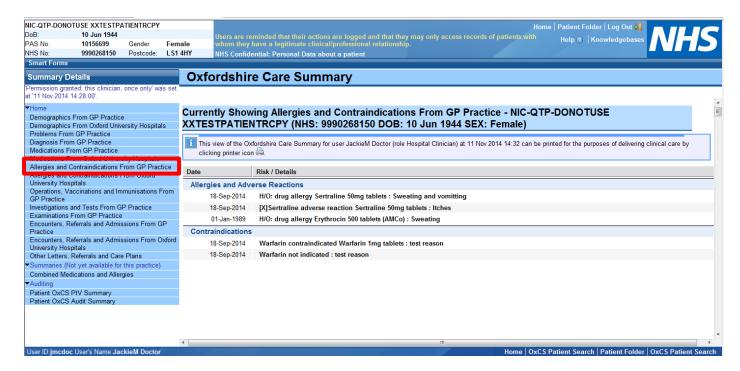




Medications (from OUH)



Allergies & contraindications view (from GP Practice)



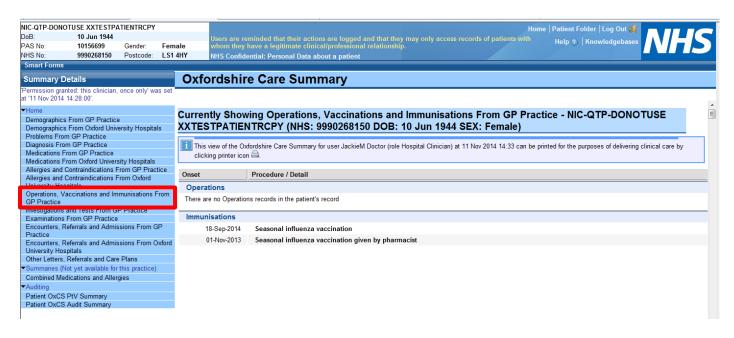




Allergies and contraindications from OUH



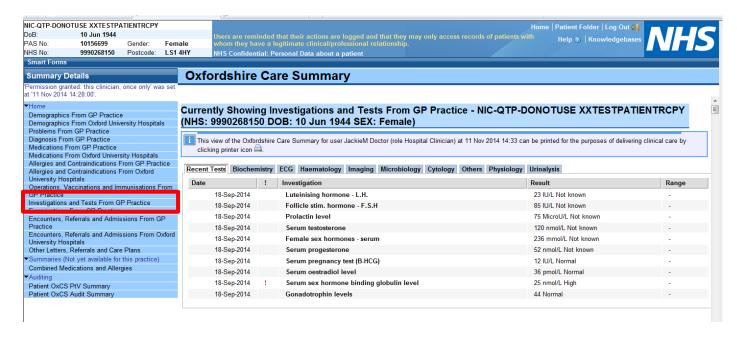
Operations, vaccinations & immunisations from GP Practice



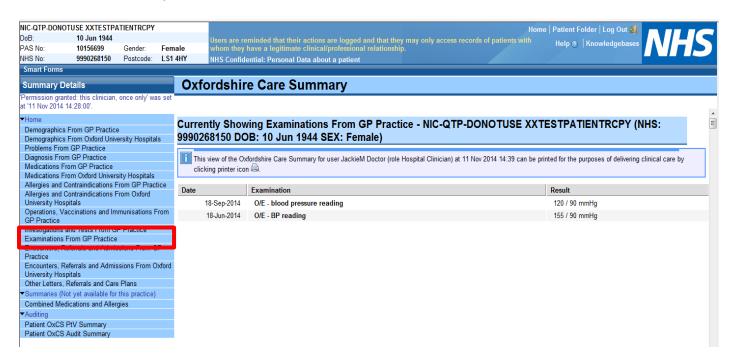




Investigations and tests (from GP practice)



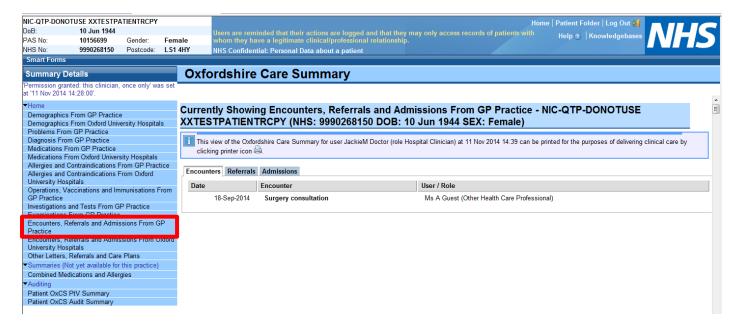
Examinations (from GP practice)



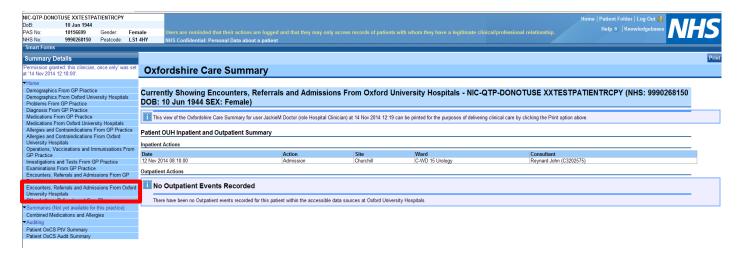




Encounters, referrals & admissions (from GP practice)



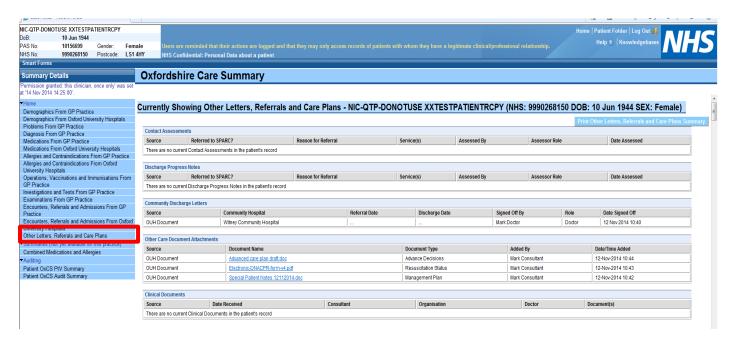
Encounters, referrals & admissions (from OUH)



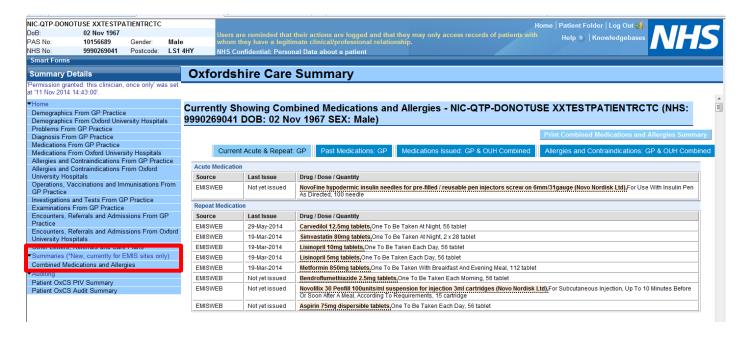




Other letters, referrals & care plans



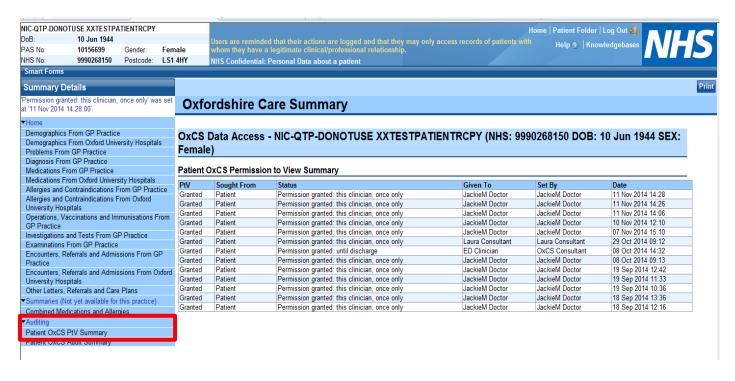
Summaries view (NOTE: only available to EMIS web practices)







Permission to view summary



Patient audit summary







A quick guide to using the Oxfordshire Care Summary in Out of Hours

