Click ' $\underline{\textbf{Consultation}}$ ' to open patient file

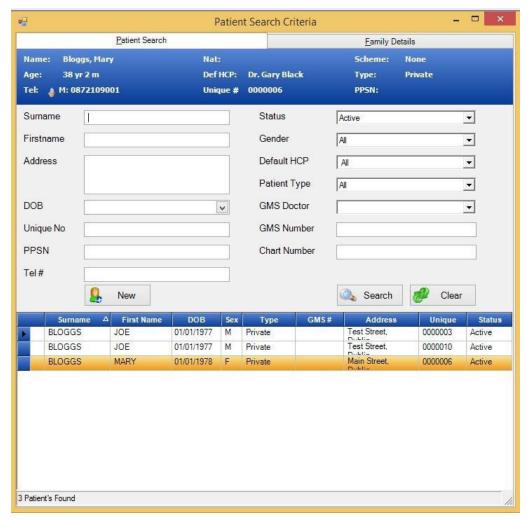
Password: EMGP

Key: EMGP1



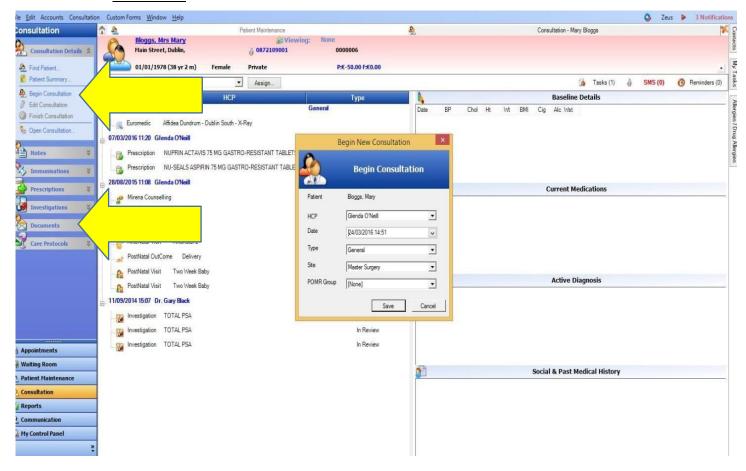


Search patient by typing in surname/first name or DOB

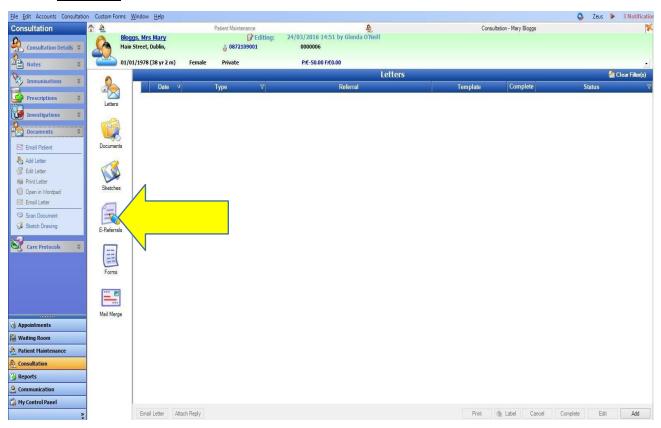


Click on: **Begin consultation** As shown below.

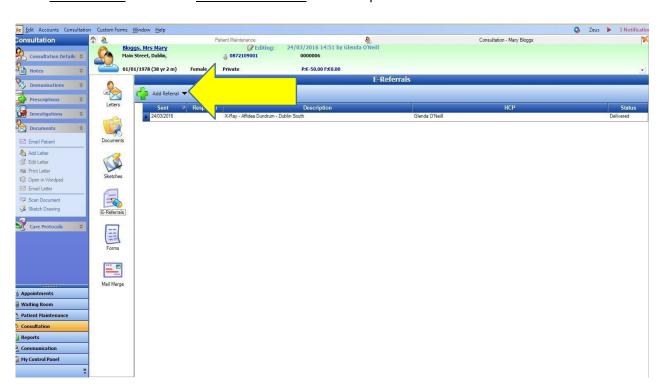
Click on: Documents. As shown below.



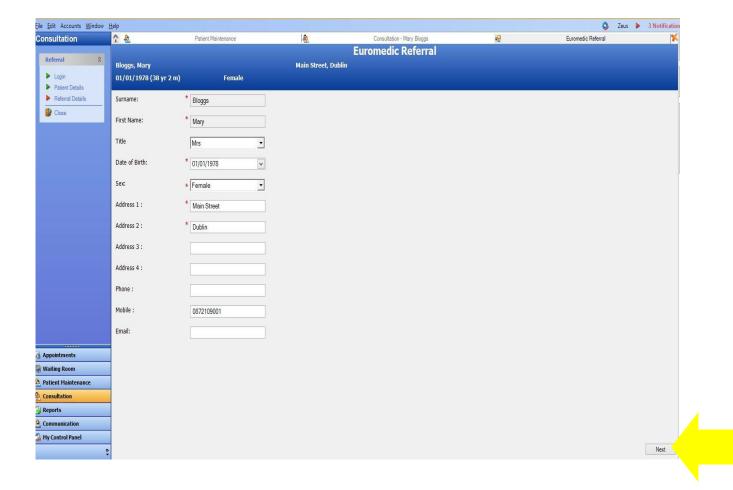
## Click on e-referrals - as shown below

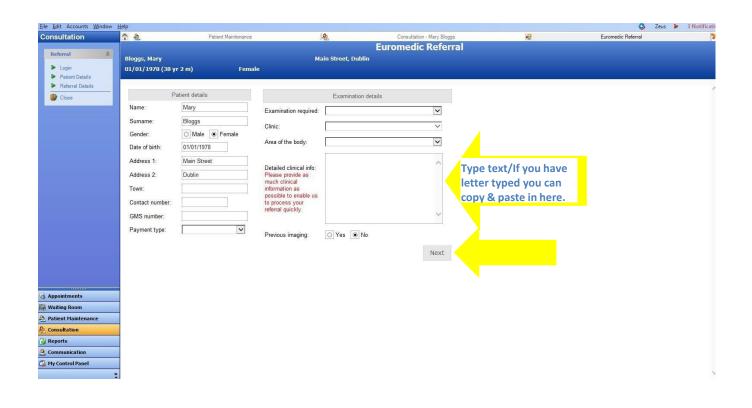


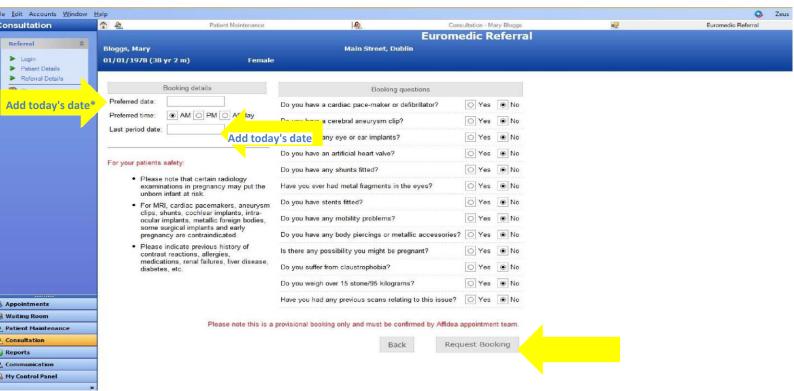
Click 'add referral' and select 'Euromedic referral' from drop down menu.



## Fields marked with \* are mandatory







\*Affidea will contact patient to arrange a time & date to suit patient. You are not choosing the appt date at this time.

YOU WILL RECEIVE IMMEDIATE RECEIPT FOR BOOKING, WHICH WILL BE STORED IN THE PATIENT'S FILE. IN THE E-REFERRAL SECTION.

\*This is a request for an appointment, Affidea will contact patient – this is why, for preferred date, we ask that you input todays date (the date on which you are sending referral).