

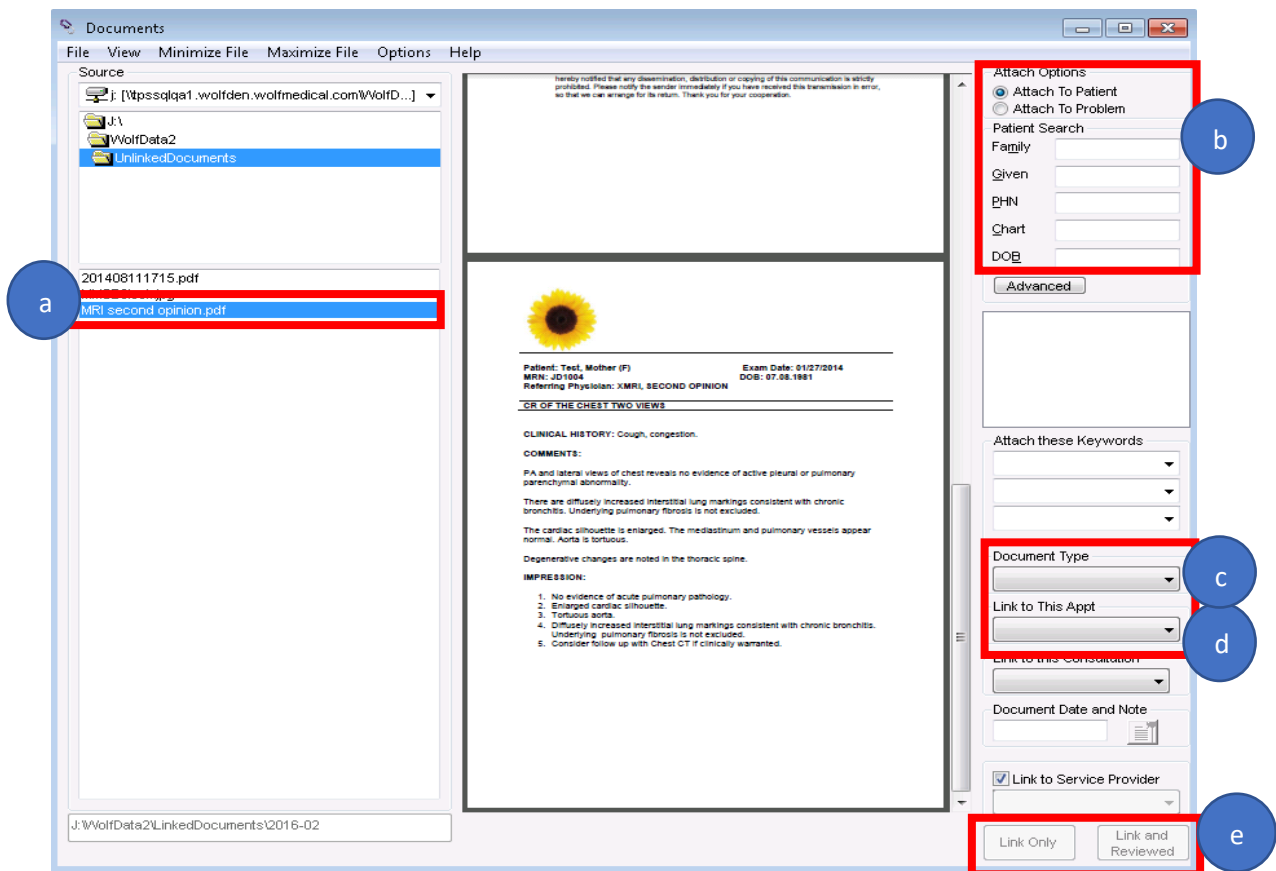


Note: there are 2 different workflows depending how you create consult reports (see A & B)

A. Workflow for consult reports transcribed outside of EMR

Once a physician is enabled on CII, follow these steps to send consults to Netcare*.

1. Create an appointment for the patient with a provider who is signed up for CII.
2. Create a patient visit and open it.
 - a. Create a document with an extension of .docx, .doc or .pdf
 - b. Link the document to the patient.
 - c. Choose the Document Type 'Consult Report'.
 - d. Link the document to the appointment.
 - e. 'Link Only' or 'Link and Reviewed' to move document into patient's chart.
3. A provider who is signed up for CII signs and locks   the visit. The document sends that evening to Alberta Netcare.



Adding Attachments:



Wolf does not have the ability to select an attachments and add it to the consult report.

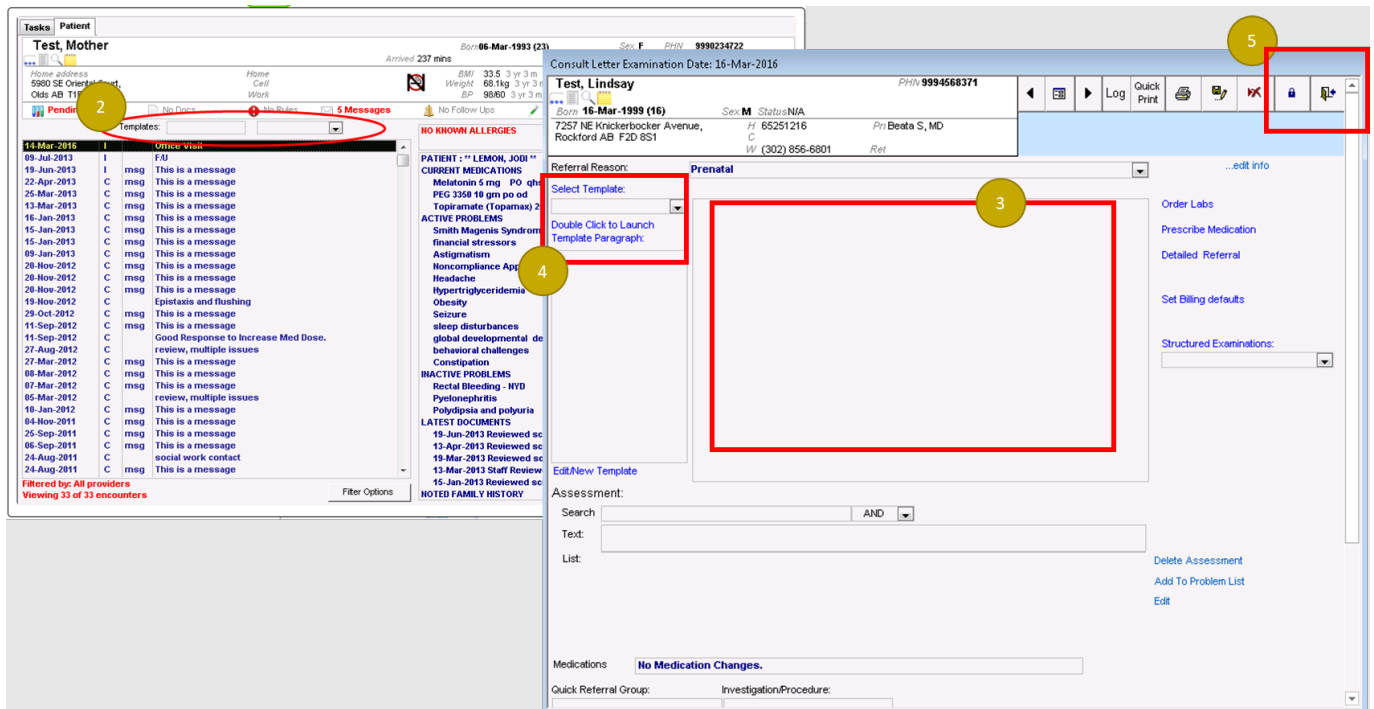
To add content that is elsewhere in the patient chart to your consult letter you may copy information and paste it into the consult report when composing the letter.

*For detailed information please refer to the user guide: [Wolf EMR User Guide](#)

B. Workflow for consult reports created using a Smart form

Once a physician is enabled on CII, follow these steps to send consults to Netcare*.

1. A provider creates/opens a patient visit by selecting **consult report** in encounter templates.
2. Type your visit notes in the Consult Letter Examination form in the main text area
3. Format your letter using a SMART form letter template with the document type '**Consult Report**'.
4. Save and close the letter. (As long as it uses a SMART form letter template it will be sent to Alberta Netcare)
5. A provider who is signed up for CII must sign and lock   the visit. The document sends that evening to Alberta Netcare.



The screenshot displays the Netcare EMR interface. On the left, a 'Patient' list shows a table of encounters for 'Test, Mother'. A red circle labeled '2' highlights the 'Templates' dropdown menu. The main area shows a patient profile for 'Test, Lindsay' with various medical history sections like 'CURRENT MEDICATIONS', 'ACTIVE PROBLEMS', and 'LATEST DOCUMENTS'. A red box labeled '3' highlights the 'Select Template' dropdown menu. A red box labeled '4' highlights the 'Double Click to Launch Template Paragraph' button. A red box labeled '5' highlights the 'Lock' and 'Send' buttons in the top right corner of the consult letter form.

Adding Attachments:

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