Chronic Disease Management Network (cdmNet) General Practitioner Guide

Chronic Disease Management Network cdmNet is a care coordination tool that is being used in TrueNTH Program. It enables the Care Team to access and contribute to the Man's health record and care plan in a collaborative manner.

Equipment and Set up

1. A computer (desktop,laptop,ipad etc)
2. Internet Connection

Need more Help?

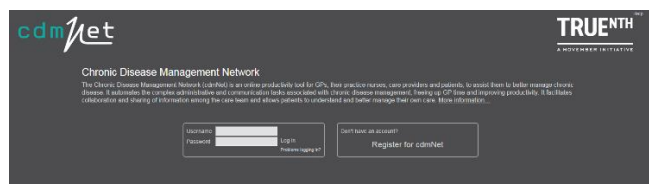Email your questions or problems to:
support.au@truenth.org

Access cdmNet

cdmNet can be accessed via the TrueNTH navigation page
http://www.truenth.org.au/clinical

Click on the cdmNet tile. The cdmNet login screen will display.

Log in to the cdmNet with your username and password.

Note: the temporary password is only valid for seven days.

When you login into cdmNet for the first time you are presented with the terms and conditions of use.

Accept the Terms and condition of use.

Bookmark cdmNet in Google Chrome
Click on the Star ☆ icon in the address bar.

Bookmark cdmNet in Internet Explorer

Click on the Favourites button ★ then click Add Favourites.

Summary of Tabs in cdmNet

Contacts	View Health Insurance, Patient Nominated Contacts, Primary Care Provider, Care Team information
Health Summary	View The Patients Current and Past Medical History, Medications, Adverse Reactions when recorded in the GP Clinical desktop system.
Measurements	View and Add Measurements, Observations, Test Results, Lipids
Planning	Create, Update the Care Plan(Only displays after a Care Plan has been created
Care Team	View and Add Care Teams who will contribute to the Care of the Participant.(Only displays after a Care Plan has been created)
Documents	View and upload Documents
Assessments	Create and upload tools/scales that identify the specific needs of a person
Reports	Access Reports
Progress Notes	View and Add Progress Notes
Education	Access Education links

Access a Patient Health Record

1. Click on the **Patient Record** in the Patient List. (1)

2. The Patient Health Record will open. (2)

Edit Care Plan - Delete Care Plan Goal

1. Click on the **Planning Tab** in the Navigation menu to access the Care Plan.
2. Select the garbage can icon next to the Goal you wish to Delete. (3)

3. The Goal will be struck through.

Edit Care Plan - Delete a Care Plan Task

1. Click on the **Planning Tab** in the Navigation menu to access the Care Plan.
2. Select the garbage can icon next to the Task you wish to Delete. (4)

3. The Task will be struck through.

Edit Care Plan - Add a Care Plan Goal

1. Click on the **Planning Tab** in the Navigation menu to access the Care Plan.
2. Navigate to the section in wish you want to add a Goal.
3. Click on Add Goal action.(5)

4. Enter the details of the Goal. (6)

5. If the goal isn't in the drop down list select the option.

Edit a Care Plan - Add Care Plan Task

1. Click on the Planning Tab in the Navigation menu to access the Care Plan.
2. Navigate to the Goal in which you wish to add a Task.
3. Click on the Add Task action.
4. Enter the Name of the Task, Frequency and Person responsible for the task. (7)

Accept the Care Plan Changes

1. Click on the Accept Changes (8)

Convert Care Plan to GPMP/TCA

1. Select the Patient record in the Patient List.
2. Open the Patient Record.
3. Click on the Planning Tab.
4. View the Care Plan.
5. Click on the action Convert Care Plan to GPMP/TCA.(9)

6. Set the next review date.
   Tick the box Create and distribute a Team Care Arrangement.
7. Set the Number of Individual Allied Health Sessions.

Monitor Patients progress against the Care Plan

1. Select the Patient record in the Patient List.
2. Open the Patient Record.
3. Click on the Planning Tab "Select the tasks Assigned" to "Patient"(11)

Approve GPMP Review

1. Click on the Red **Approve GPMP Review** button (12)

Approve TCA Review

1. Click on the Approve TCA Review button (13)

2. You are required to confirm the Approval by clicking on the Approve button.

Add a Progress Note

1. Click on the **Progress notes Tab** in the Navigation menu to access the Progress Notes. (14)

2. Enter the note and click on the "Add Note" button.
3. The Progress Note shall be stamped with date/time and user who created the note.

Add Measurements

1. Click on the **Measurements Tab** in the Navigation menu to access the Measurements. The last five measurements shall display. (15)

2. Click on the "Add Measurement" Button above the relevant section in the Measurement section.
3. Enter the Measurement.
4. Click on Add Measurement Button at the bottom of the measurement dialogue box.

Monitor Results from Assessments

1. Click on the **Assessments Tab** in the Navigation menu to access the Assessment Screen. (16)
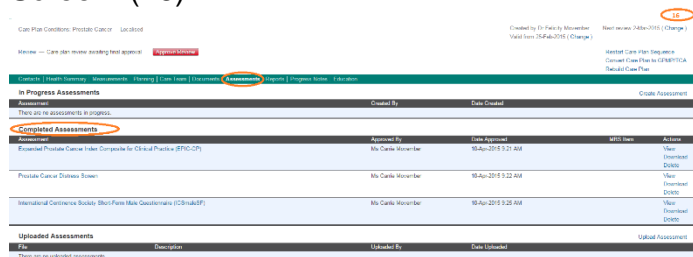
2. Navigate to the Completed Assessment Section.
3. Click on the Action titled "View" associated with the Assessment you wish to look at.

Access Education Material

1.Click on the **Education Tab** in the Navigation menu to access the Education Screen. (17)
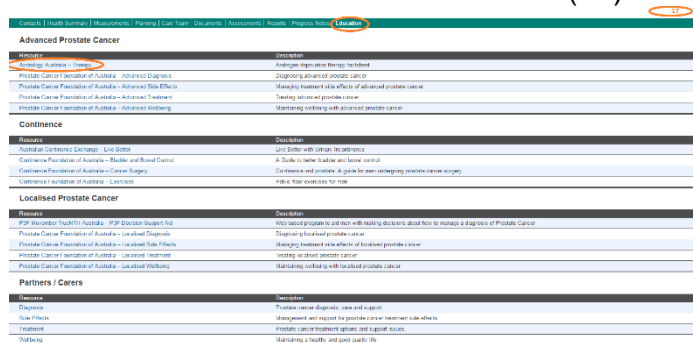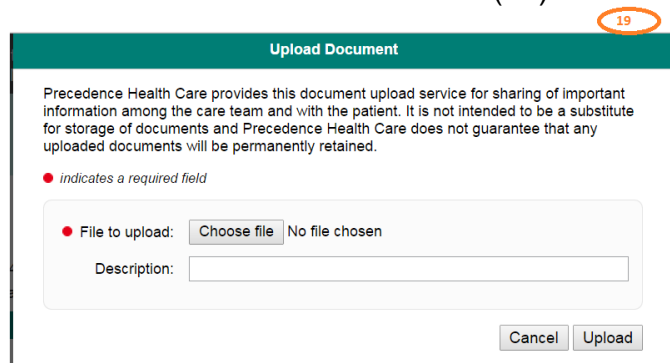

2. Click on the Document title.
3. A pop up window shall display with the Document selected.
4. To close the document window and return to cdmNet, click on the cross in the top right hand corner of the window.

Upload a Document

1. Click on the **Document Tab** in the Navigation menu to access the Documents screen. (18)
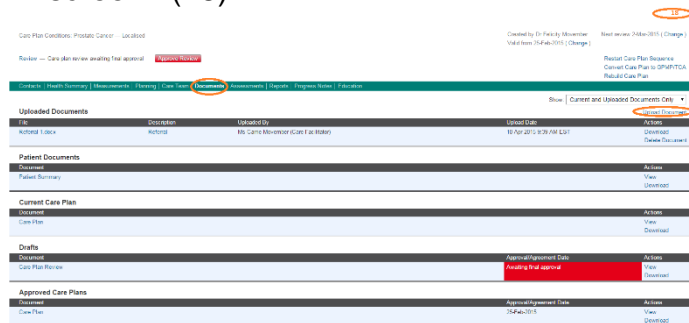
2. Click on the Upload document button at the top right handside of the screen.
3. Click on the Choose File button.(19)

4. Click on the Browse button to find the document you wish to upload.
5. Click on Open button.
6. Enter a description for the document.
7. Click on the Upload button.

Logout of cdmNet

1. Click on the **Logout option** on the menu at the top right handside of the screen. (20)