

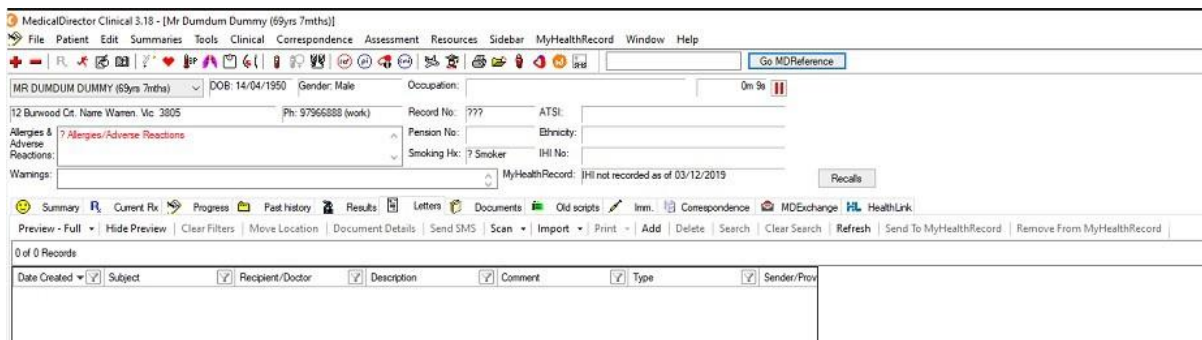
# GUIDE FOR CREATING AND SENDING REFERRALS IN REFERRALNET USING MEDICAL DIRECTOR SOFTWARE

Please note, this information sheet is part of our Secure Messaging in General Practice suite of resources that includes videos and instructional information for explaining how to use Argus, ReferralNet or Healthlink for sending patient information using encrypted communications.

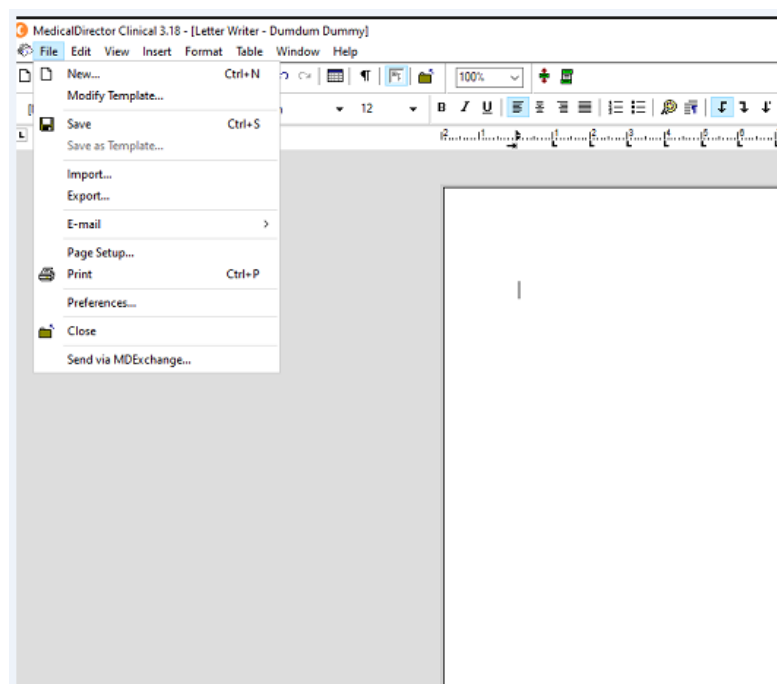
They are part of Western Victoria Primary Health Network's commitment to improving access to and use of digital health tools in western Victoria.

Access other resources in this series via our website: [westvicphn.com.au/securemessaging](http://westvicphn.com.au/securemessaging)

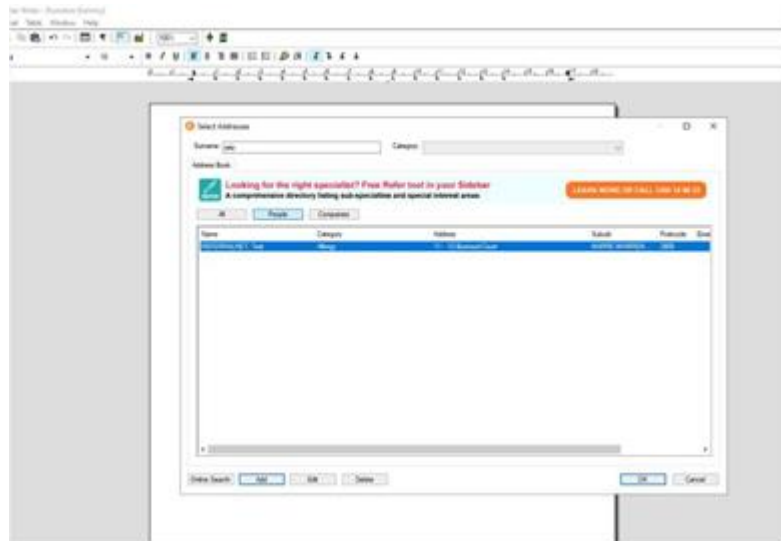
- Open the patient file in Medical Director and click on the **Letter Writer**.



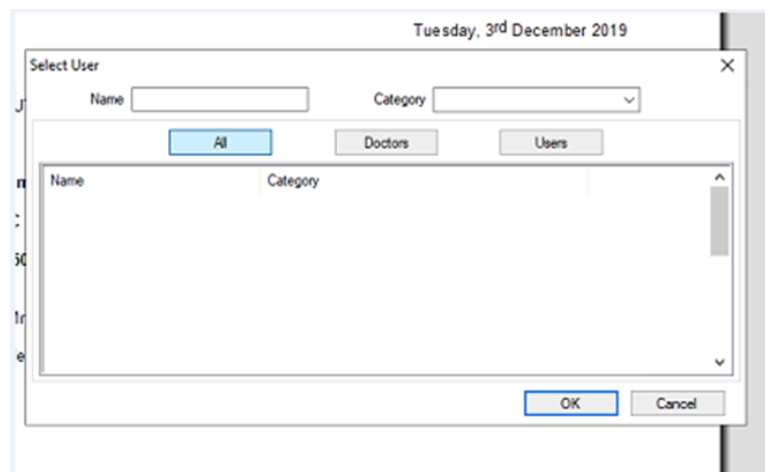
- Select a referral template



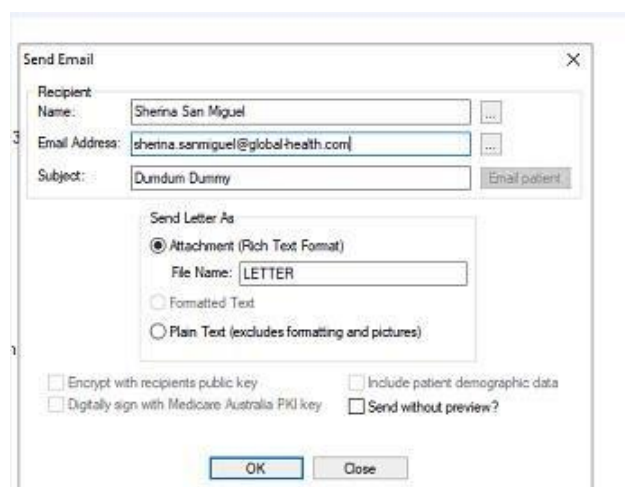
- Select the addressee.



- Select the user (sender) from the dropdown list.



- Search the recipient by entering their name and email address then click **OK**.



- Select the recipient and click **Send**.

ReferralNet - Send Message

File to send via ReferralNet:  
**'Patient, Test.doc' (8).rtf (352 KB)** View...

Sender: arpithas (general.arpithas.id.referralnet.com.au)

Recipient: Natural Search Advanced Search Identifier Search

Search:  Search

Name	Organisation	Location	Network	Specialty
Mrs Arpitha Suresh	Global Health Ltd	Melbourne, VIC	ReferralNet	Support Staff

Address: 607 Bourke Street, Melbourne, Victoria, 3000 Phone: 0396750658

Details Add selected Add all Send Cancel

**i** This file will be sent as a HL7 referral.