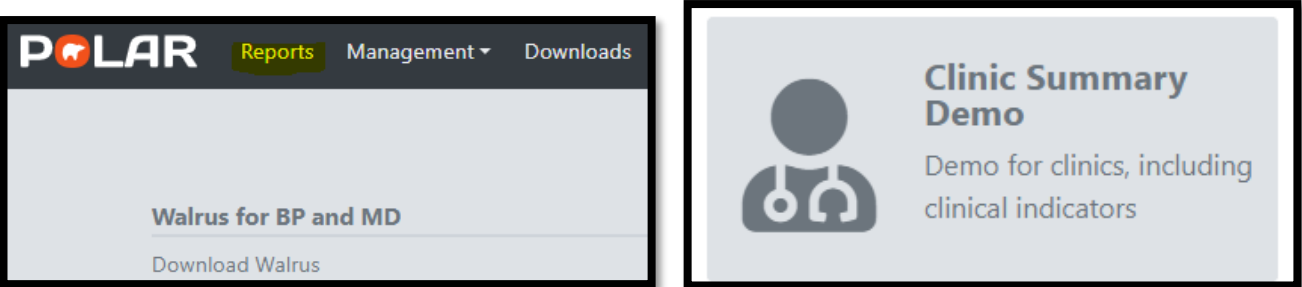
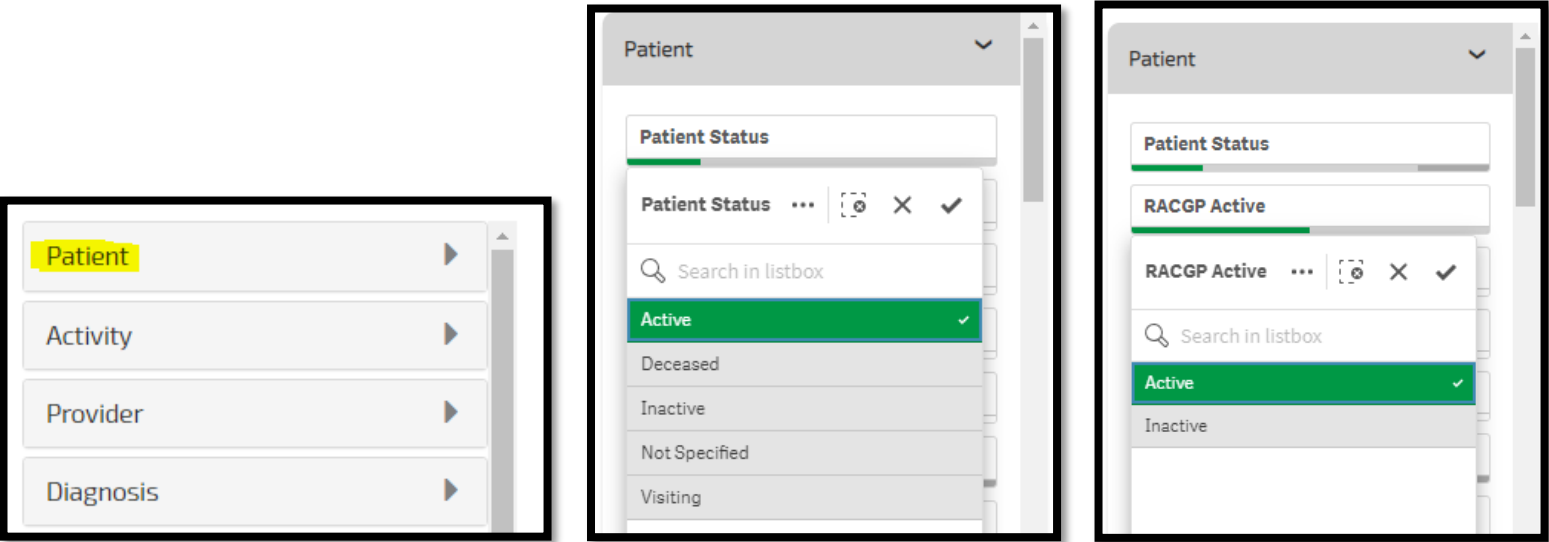


POLAR WALKTHROUGH

Identifying RACGP active and practice active patients in age groups

This activity guides practices to identify RACGP active patients (have attended the clinic at least three times in the last 2 years), and practice active patients (those marked as active in clinical software) in certain age groups

| Instructions | Screen Shot |
|---|---|
| <p>Login to POLAR, and navigate to 'Reports',</p> <p>selecting the 'Clinic Summary'</p> |  |
| <p>Under the 'Filters' on the left,</p> <ul style="list-style-type: none"> • click 'Patient', • select 'Active' under Patient Status, and give it a tick. • Select 'Active' under RACGP Active, and give it a tick |  |

Internal

You can check you have the right filters on by checking the filters bar.

You should now be able to view your patient count to see how many patients are both RACGP Active and Practice Active

The screenshot shows the POLAR Clinic Summary - Dashboard. At the top, there are filters for 'Patient Status' (Active) and 'RACGP Active' (Active). Below the filters, the text 'Double click to view list' is followed by a red arrow pointing up. The main patient count is displayed as '12,195' in large blue font, with '12,195' in smaller red font below it and 'Active' in even smaller red font. A red arrow points to the '12,195' in blue. Below the count, it says '(Excluded Patients: 0)'. Further down, there is a paragraph explaining that excluded patients are those defined by the exclusion filters. To the right, there is a green bar with a white checkmark and a section titled 'If you are reg' with subtext 'You are PIP-QI da' and '2024 Quarter 3 - Cut-off'. At the bottom, it says 'Last successful extraction of y'.

Hover over 'Patients' across the report bar, and select the 'Patients' report

The screenshot shows the navigation menu of the POLAR system. The menu items are 'Reports', 'Dashboard', 'Patients', 'Clinical', and 'M'. The 'Patients' item is highlighted in yellow. A dropdown menu is open below 'Patients', showing the following options: 'Patients', 'Quality', 'Risk Factors', and 'MHR'.

Internal

Here you can select the bars in the graph for certain age group, and give it a tick to view the new patient count of patients within that age range.

If you press the small cross next to the 'Age Band' filter on the top filter bar, you can select a new group to view the patient count.

