

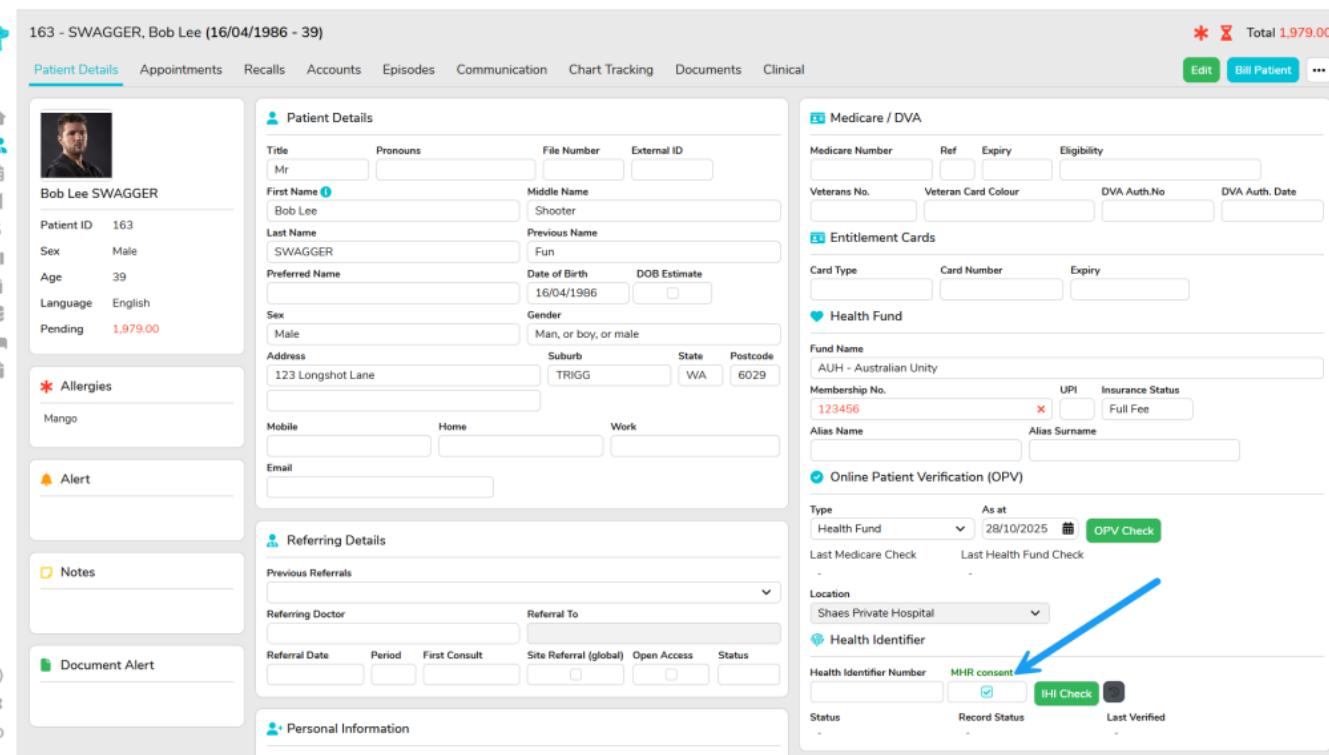
My Health Record - Checking Patient's Individual Healthcare Identifier and Consent

In order for patient's Discharge Summaries to be uploaded into My Health Record (MHR) their Individual Healthcare Identifier (IHI) needs to be successfully verified.

These instructions will explain how this can be done in FYDO.

When creating a new patient, the **MHR Consent** tick box will be ticked by default. This ensures all episodes created for this patient will automatically have the **MHR Consent** box ticked at an episodic level.

It will need to be unticked if the patient withdraws consent for information to be uploaded to MHR, and in turn, any bookings created after the patients MHR Consent tick box is unticked will **not** have the tick selected in the episode.



The screenshot shows the FYDO software interface for managing patient details. The top navigation bar includes links for Patient Details, Appointments, Recalls, Accounts, Episodes, Communication, Chart Tracking, Documents, and Clinical. The main content area is divided into several sections:

- Patient Details:** Contains fields for Title, Pronouns, File Number, External ID, First Name (Bob Lee), Middle Name (Shooter), Last Name (SWAGGER), Previous Name (Fun), Preferred Name, Date of Birth (16/04/1986), DOB Estimate, Sex (Male), Gender (Man, or boy, or male), Address (123 Longshot Lane), Suburb (TRIGG), State (WA), Postcode (6029), Mobile, Home, Work, and Email.
- Medicare / DVA:** Includes fields for Medicare Number, Ref, Expiry, and Eligibility; Veterans No., Veteran Card Colour, DVA Auth.No, and DVA Auth. Date.
- Entitlement Cards:** Includes fields for Card Type, Card Number, and Expiry.
- Health Fund:** Includes fields for Fund Name (AUH - Australian Unity), Membership No. (123456), UPI, Insurance Status (Full Fee), Alias Name, and Alias Surname.
- Online Patient Verification (OPV):** Includes fields for Type (Health Fund), As at (28/10/2025), OPV Check, Last Medicare Check, Last Health Fund Check, and Location (Shae's Private Hospital).
- Health Identifier:** Includes fields for Health Identifier Number, MHR consent (checkbox), IHI Check (button), Status, Record Status, and Last Verified.

FYDO will automatically verify the **IHI Number** when the patient is added to the database for the first time.

If manual verification is necessary, click "**IHI Check**" after adding the patient.

163 - SWAGGER, Bob Lee (16/04/1986 - 39) * Total 1,979.00

Patient Details Appointments Recalls Accounts Episodes Communication Chart Tracking Documents Clinical Edit Bill Patient ...

Bob Lee SWAGGER

Patient ID 163
Sex Male
Age 39
Language English
Pending 1,979.00

Allergies
Mango

Alert

Notes

Document Alert

Patient Details

Title Mr Pronouns File Number External ID

First Name Bob Lee Middle Name Shooter

Last Name SWAGGER Previous Name Fun

Preferred Name Date of Birth 16/04/1986 DOB Estimate

Sex Male Gender Man, or boy, or male

Address 123 Longshot Lane Suburb TRIGG State WA Postcode 6029

Mobile Home Work

Email

Referring Details

Previous Referrals

Referring Doctor Referral To

Referral Date Period First Consult Site Referral (global) Open Access Status

Personal Information

Medical Record Number

Medicare / DVA

Medicare Number Ref Expiry Eligibility

Veterans No. Veteran Card Colour DVA Auth.No DVA Auth. Date

Entitlement Cards

Card Type Card Number Expiry

Health Fund

Fund Name AUH - Australian Unity

Membership No. 123456 UPI Full Fee

Alias Name Alias Surname

Online Patient Verification (OPV)

Type Health Fund As at 28/10/2025 OPV Check

Last Medicare Check Last Health Fund Check

Location Shaes Private Hospital

Health Identifier

Health Identifier Number MHR consent IHI Check

Status Record Status Last Verified

If you are aware of what the patient's IHI Number is, and have typed it into FYDO, the check will verify that it is correct.

If you do not have the patient's IHI Number, the check will retrieve their number and populate the field, provided that the patient can be identified.

The **Status**, **Record Status** and **Last Verified** information will be displayed.

Health Identifier

Health Identifier Number

MHR consent

IHI Check

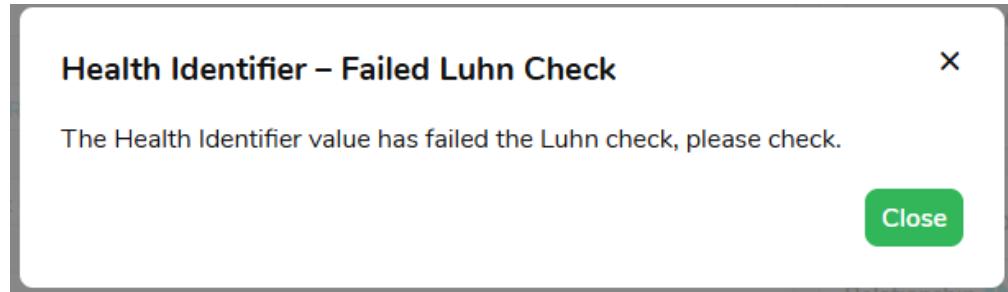
Status	Record Status	Last Verified
Active	Verified	20/10/2025 04:43:11 PM

A message will display if the patient cannot be identified.

Health Identifier Error

(INFORMATION) No Healthcare Individual records have been found.

OK



IHI verifications work according to the same data matching principals' as the Medicare OPV. To address an unsuccessful verification, users can check certain patient identifiers i.e. the spelling of the first and last name, accuracy of their Date of Birth and Medicare card.

MHR Consent

MHR Consent is available in FYDO on both the **Patient Level** and the **Episodic Level** to allow patients the flexibility to withdraw MHR consent for specific episodes.

For facilities that utilise Preadmit, MHR Consent can be obtained when the patient submits their admission form, and the information can be transferred into FYDO. The answer that the patient gives will be reflected on the **Patient Screen**. If you are interested in setting this up, please reach out to our Preadmit team.

Consent on a Patient Level:

- For patients created in FYDO, MHR Consent is ticked on the **Patient Screen** by default when a patient is created.
- If a patient withdraw consent completely, this box needs to be manually unticked.
- MHR Consent updates made in **Preadmit** will update the patient's MHR Consent status in the **Patient Screen**.

Consent on an Episodic Level:

- MHR Consent is defaulted at the point of booking based on the patient's current consent status in the **Patient Screen**.
- If the patient has consented, new episodes will be automatically ticked as consented.
- If the patient has not consented, new episodes will remain unticked.

- After booking, the **Edit Appointment Screen** consent operates independently from the Patient Screen. This allows consent to be added or removed for an individual admission.
- If the MHR Consent is **not** ticked in the **Edit Appointment** Screen, FYDO recognises that the patient has not consented, and the facility will be unable to upload the discharge summary to MHR.

For more helpful information related to **My Health Record** visit our associated wiki pages to:

Add your **organisations** HPI-O to FYDO [here](#).

Add your **doctors** HPI-I to FYDO [here](#).

Upload a **discharge summary** in FYDO [here](#).