



Digital Fitness to Drive Medical Assessment SmartForm Quick Start Guide

Genie 8.71 and higher

Digital Fitness to Drive Medical Assessment

Quick Start Guide: Genie

1. Open the patient record

Search for the patient and open their electronic medical record.

1

Search Patient... Hide Inactive Records

Surname

First Name

Chart Or NHS

DOB

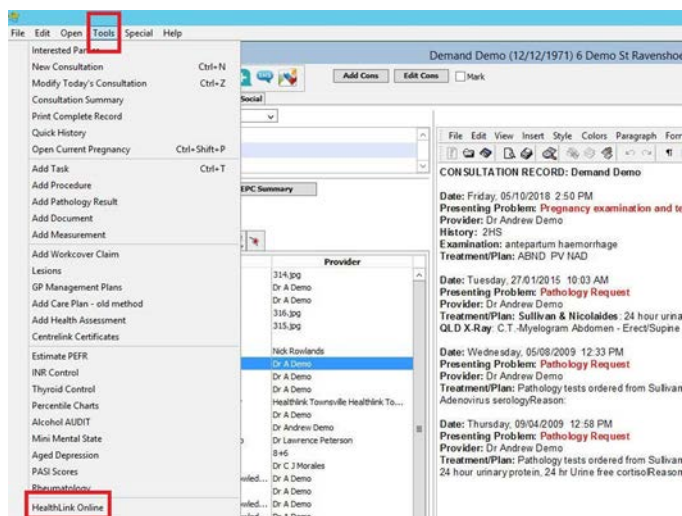
Cancel OK

@ can be used as a wildcard character. (Shift-2)

2. Launch Healthlink Homepage

Click on the 'Tools' menu and select 'HealthLink Online'. Click on the 'New Form' option to open the HealthLink homepage. In the 'HealthLink Online' window click the 'New' button.

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3. Launch the service landing page of Transport for NSW

Under 'Referred Services' you will see a list of the HealthLink SmartForms available to you. Select the Transport for NSW link, and the service landing page will open displaying the list of online medical forms available to you.

3



The screenshot shows a web application window titled "HealthLink Online for Demand Demo". It features a table with columns: Date/Time, Description, Mode, View Type, Provider, Flag Control Id, and Status. A "New" button is highlighted in a red box on the right side of the table.

Date/Time	Description	Mode	View Type	Provider	Flag Control Id	Status
25/09/2019 12:20:27	Angiogram	E		Dr Andrew Demo	ACT-3361	Unknown
25/09/2019 11:43:32	Angiogram	E		Dr Andrew Demo	ACT-3360	Unknown
20/03/2019 14:48:08	Living Room - Clinical Dietitian	E		Dr Andrew Demo	LPE-3106	Unknown
20/03/2019 14:45:23	Living Room - Clinical Dietitian	E		Dr Andrew Demo	LPE-3105	Unknown
20/03/2019 14:40:40	Living Room - Clinical Dietitian	E		Dr Andrew Demo	LPE-3104	Unknown
13/03/2019 20:22:12	Living Room - Clinical Dietitian	E		Dr Andrew Demo	LPE-2853	Unknown
22/04/2015 18:38:37	Medical Certificate	R	text/html	Dr Andrew Demo	AH-55	Form Submitted

4. Launch the form

If you are unsure of which form to select, hover over each option for an explanation. Once you have selected a form, handy information for health professionals will display to the right. Click on the 'Continue' button to proceed.

The relevant medical assessment form will be launched. Once displayed you will have access to all the information necessary to complete the form for submission.

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The screenshot shows the "Transport for NSW" logo and the "NSW Fitness to Drive Medical Assessment" form. A "Continue" button is highlighted in a red box. The form content includes a list of assessment types and detailed information for health professionals.

NSW Fitness to Drive Medical Assessment

- Vision or Eye Disorder Medical Assessment
- Specialist Medical Assessment
- Occupational Therapy Driver Assessment

INFORMATION FOR HEALTH PROFESSIONALS

Transport for NSW requests that this licence holder submits to a NSW Fitness to Drive Medical Assessment, in order to apply for or maintain a NSW driver licence, or to be a public passenger vehicle driver.

The medical assessment must be completed in accordance with Assessing Fitness to Drive for commercial and private vehicle drivers - medical standards for licensing and clinical management guidelines, published by Austroads (Assessing Fitness to Drive Standards).

The Assessing Fitness to Drive Standards are available at: www.austroads.com.au/drivers-vehicles/assessing-fitness-to-drive

The licence holder must meet the medical assessment standards that apply to their class of licence. Private vehicle driver licence classes are categorised as R, C, or LR. Commercial vehicle driver licence classes are categorised as MF, HR, HC, MC and may include drivers of public passenger vehicles with a Class C or LR licence (e.g. taxi or rideshare driver). See Principles of Assessing Fitness to Drive, (refer part A.2 on page 6 and part A.4 on page 20 of the Assessing Fitness to Drive for Commercial and Private Vehicle Drivers

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5. Validate licence details

Enter the patient's NSW Licence Number in the 'Driver Licence Verification' field displayed on the 'Medical Assessment' tab and confirm that you've obtained patient consent by ticking the check box and click on the 'Validate/Retrieve' button. A validation of the Driver Licence Number will be initiated.

At this point, if the entered Driver Licence Number is invalid or cannot be found, the relevant error message will be displayed. Follow the instructions and try again.

Once validated, the patient demographic and medical assessment details will be presented in a read only format. In some circumstances the information will be presented in a slightly different format based on the form option selected in the service landing page.

You may change the 'Field of Practice' to your relevant profession, and change the 'Assessing Medical Standard' between private and commercial to meet the needs of your patient. Click on the 'Continue with Medical Assessment' button to continue with completion of the medical assessment form.

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NSW Fitness to Drive Medical Assessment

Medical Assessment Information Required

Attachments / Reports
No reports selected
No files attached

Patient information
Maxwell Robinson
22947241715
23/02/1944

Recipient / Referrer
Medical Director
3340332V

Driver Licence Verification

Driver licence number Customer number

Driver licence number* 3752KQ Patient surname REKKAS

Patient consent obtained* Date of birth 23/02/1944

Current medical assessment information

Name _____ Address _____

Date of birth _____ Reason for medical _____

Licence number _____

Licence class _____

Field of practice* General Practitioner

Medical standard* _____

Assessing medical standard* Please Select

NSW Fitness to Drive Medical Assessment

Medical Assessment Information Required

Attachments / Reports
No reports selected
No files attached

Patient information
Maxwell Robinson
22947241715
23/02/1944

Recipient / Referrer
3340332V

Driver Licence Verification

Driver licence number Customer number

Driver licence number* 3752KQ Patient surname REKKAS

Patient consent obtained* Date of birth 23/02/1944

Current medical assessment information

Name MR Daniel Thomas REKKAS Address 88 APOPHIS BOULEVARD
SEVEN HILLS
NSW
2147

Date of birth 23/02/1944 Reason for medical Offer Driver Med/Dir Test

Licence number 3752KQ

Licence class C

Field of practice* General Practitioner

Medical standard* Private

Assessing medical standard* Private

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6. Continue with medical assessment

If the patient has any existing medical condition/s (displayed under 'Reason for medical'), the relevant assessment section will be selected as 'Yes' automatically. The other medical assessment sections within the form will be unselected and will require 'Yes' or 'No' answers to be selected.

As you progress through the form, additional questions may appear depending on the previous selections made. Note that a red asterisk means that an answer is required for that item.

Once you have selected your recommendations, ensure you confirm that the declaration section has been read and accepted.

6

Driver Licence Verification

VISION

Does the patient have a current vision or eye disorder? * Yes No

What is the patient's visual acuity? *

	Right	Left	Together
Uncorrected	6/ <input type="text"/>	6/ <input type="text"/>	6/ <input type="text"/>
Corrected	6/ <input type="text"/>	6/ <input type="text"/>	6/ <input type="text"/>

CARDIOVASCULAR DISEASE

Does the patient have a cardiovascular condition(s)? * Yes No

DIABETES

Does the patient have diabetes? * Yes No

EPILEPSY

Does the patient have epilepsy? * Yes No

NEUROLOGICAL CONDITION

Does the patient have vestibular, neurological or other neurodevelopmental disorders? * Yes No

SLEEP DISORDER

Does the patient have sleep apnoea or narcolepsy? * Yes No

MENTAL HEALTH

Does the patient have mental health issues that may impact on safe driving? * Yes No

MUSCULOSKELETAL DISORDER

Does the patient have a musculoskeletal disorder that may impact on safe driving? * Yes No

DIABETES

Does the patient have diabetes? * Yes No

Please select the relevant condition(s): *

Diabetes controlled by diet only

Tablets and/or other non-insulin agents

Diabetes controlled by Insulin

Is the patient compliant with medication? * Yes No

Is patient currently fit to continue driving pending compliance with medication? * Yes No

Does the patient have any end organ effects that may impact safe driving? * Yes No

Does the patient need to be referred to a specialist for further review? * Yes No

RECOMMENDATIONS*

Meets the medical criteria for a conditional licence

Does not meet the medical criteria for a driver licence - unfit to drive

Review recommendation (if applicable)

TNSW will use the default review period if review period recommendation is left unselected. Recommended review periods will be assessed by TNSW.

Review period recommendation*

Driving assessment recommendation(s) (if applicable)

Transport for NSW practical driving test

Occupational Therapist Driver assessment

None

Recommended licence condition(s) (if applicable)

Downgrade to a lower class of licence

Daylight hours only

May only drive automatic vehicles

Radius restrictions

Must wear glasses or contact lenses when driving

Recommend other licence condition/s

Specialist review recommendation(s) (if applicable)

Recommend other specialist's review

Click on the list below to show more specialist options

Any additional comments on conditions likely to affect driving? *

DECLARATION

Applicant declaration read and accepted*

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7. Attach supporting documents

The 'Attachments / Reports' tab will give you access to all of the supporting documents that you may wish to attach to the form. You have the option of attaching patient data stored within Genie using 'Browse for Patient Document' or by attaching a document from your local PC using 'Browse for Local File'. This option is particularly useful when wanting to attach eyesight reports already completed by the patient's eye specialist.

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The screenshot displays the 'Medical Assessment' interface. On the left, there are three panels: 'Medical Assessment' (Licence class: C, Medical standard: Private), 'Attachments / Reports' (No reports selected, No files attached), and 'Patient Information' (Maureen Rekkas, 22947241715, 23/02/1944). Below that is the 'Recipient / Referrer' panel (334033zy). The main area is titled 'Diagnostic Reports / Patient Documents' and contains two buttons: 'Browse for Patient Document' and 'Browse for Local File'. Below the buttons, there are instructions: 'Attach file from EMR supports: doc, docx, jpeg, pdf, rtf, tiff, txt' and 'Attach file from Computer supports files that end in types: doc, docx, jpeg, jpg, pdf, rtf, tif, tiff, txt'. A caution message reads: 'Caution: larger attachments may take significant time to preview'. A table lists the attached documents:

<input type="checkbox"/>	Date	Name	Comments	Type	Size	
<input type="checkbox"/>	21/04/2020	AduroForm.html	NSW Fitness to Drive Medical Assessment	html	47 KB	
<input type="checkbox"/>	20/04/2020	AduroForm.html	Eastern Health Referral Form	html	27 KB	
<input type="checkbox"/>	30/03/2020	AduroForm.html	Primary Health Tasmania Addendum Form	html	46 KB	
<input type="checkbox"/>	30/03/2020	AduroForm.html	Primary Health Tasmania Hospitals	html	33 KB	
<input type="checkbox"/>	30/03/2020	AduroForm.html	Primary Health Tasmania Hospitals	html	30 KB	
<input type="checkbox"/>	19/03/2020	AduroForm.html	ACT Health	html	30 KB	
<input type="checkbox"/>	05/03/2020	Test PDF.pdf		pdf	1,074 KB	

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8. Check Patient and Recipient/Referrer Information

With the 'Patient Information' and 'Recipient/Referrer' tabs, you simply need to ensure that the information displayed is up-to-date and correct. If a piece of required information is incorrect you will see the validation symbol displayed on the tab. To complete it, just click on the tab and fill-in the required field.

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The image displays two screenshots of the Genie system interface, illustrating the process of checking patient and recipient information. A large blue circle with the number '8' is positioned to the left of the screenshots.

Left Screenshot (Patient Information Tab Selected):

- Attachments / Reports:** No reports selected, No files attached.
- Patient Information (Red box around tab):** Maureen Rekkas, 22947241715, 23/02/1944.
- Recipient / Referrer:** 3340332Y.
- Patient Information Fields:**
 - Medicare number: 22947241715
 - Date of birth*: 23/02/1944
 - Pension number: 561-388-922-HL
 - Name*: Maureen Rekkas
 - Residential Address: 314 Hope Street, Bundaberg, QLD, 4670
 - Postal Address: Same as residential (Yes selected), 314 Hope Street, Bundaberg, QLD, 4670
 - Contact Details (Select preferred phone contact): Mob 0417728660

Right Screenshot (Recipient / Referrer Tab Selected):

- Attachments / Reports:** No reports selected, No files attached.
- Patient Information (Red box around tab):** Maureen Rekkas, 22947241715, 23/02/1944.
- Recipient / Referrer:** 3340332Y.
- Patient Information Fields:**
 - Medicare number: 22947241715
 - Date of birth*: 23/02/1944
 - Pension number: 561-388-922-HL
 - Name*: Maureen Rekkas
 - Residential Address: 314 Hope Street, Bundaberg, QLD, 4670
 - Postal Address: Same as residential (Yes selected), 314 Hope Street, Bundaberg, QLD, 4670
 - Contact Details (Select preferred phone contact): Mob 0417728660

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9. Preview the form

Upon form completion, click 'Preview' to verify that the form has been completed correctly. It will highlight which tab and which fields are incomplete.

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NSW Transport for NSW NSW Fitness to Drive Medical Assessment

Medical Assessment
Licence class: C
Medical standard: Private

Attachments / Reports
No reports selected
No files attached

Patient information

EPILEPSY

Does the patient have epilepsy?*

Has there been a seizure in the last 12 months?*

Has the epilepsy been treated with surgery?*

Is the patient compliant with medication?*

Planned withdrawal of one or more anti-epileptic medications in a patient who satisfies the standard to hold a conditional licence?*

Recommended reduction in dosage of anti-epileptic medication in a patient who satisfies the standard to hold a conditional licence?*

Date medication ceased or reduced (if applicable)

Please fix the following errors:

- is the patient compliant with medication? is a required field
- Recommended reduction in dosage of anti-epileptic medication in a patient who satisfies the standard to hold a conditional licence? is a required field
- Planned withdrawal of one or more anti-epileptic medications in a patient who satisfies the standard to hold a conditional licence? is a required field
- Has there been a seizure in the last 12 months? is a required field
- Has the epilepsy been treated with surgery? is a required field

10. Submit the form

When you are ready to send the form, click 'Submit'.

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NSW Transport for NSW NSW Fitness to Drive Medical Assessment

Submit Preview Park Help

Once submitted, you will receive a real time instant response that can be shared with your patient confirming the submission has been securely transmitted and received by Transport for NSW. A copy of the completed submission will be stored in your patient record for future reference and review. If required you can print a copy by clicking the 'Print' button.

Referral Sent and Acknowledged on 08/07/2020 17:47 NZST

Print

Assessment Summary

Report has been forwarded to Transport for NSW for processing.

For any enquires please contact Service NSW on 132213

The responsibility for issuing, renewing (or refusing to issue or renew), suspending or cancelling a person's licence (including conditional licence) lies with Transport for NSW. Licensing decisions are based on a full consideration of relevant factors relating to health and driving performance. The medical assessment information captured below will be reviewed by Transport for NSW who will issue a letter if further medical information is required or based on the medical information captured below it is determined that you do not meet the medical standards to hold a driver licence or public passenger driver authority.

Privacy Statement

Your personal and health information collected in this form will be held by Transport for NSW at 20-44 Ennis Road, Milsons Point NSW 2061. You may request access to and / or correction of this information. Your personal and health information is being collected and will be retained and used for the purpose of verifying your fitness to drive and to hold a driver licence or public passenger driver authority. You are required to provide this information under Road Transport and Passenger Transport legislation. Failure to do so may result in your driver licence or public passenger driver authority being refused, suspended or cancelled, or conditions being placed on them. The health information which Transport for NSW collects may be used to determine your medical fitness to hold a driver licence (or type of driver licence, including any endorsements or conditions therein) or public passenger driver authority, and if you hold a Mobility Parking Scheme permit (MPS permit) to determine your eligibility to hold an MPS permit. Your personal and health information held by Transport for NSW may be disclosed in order to verify it to any medical practitioner in respect of ascertaining or reviewing your fitness to drive or to hold a driver licence, in respect of a motor accident or other litigation enquiries and to other transport regulators, driver licensing and vehicle registration agencies if your application relates to a public passenger driver authority we may also disclose your personal information or health information where relevant to accredited operators, networks, booking or rideshare service providers under the Passenger Transport Act 2014 (or other related legislation) and also to Transport for NSW in connection with the administration of any such legislation. Otherwise it will not be disclosed unless permitted by law.

Medical Condition Notification

NSW Transport for NSW

Patient: Demand Demo, 48yrs, Medicare number 2558750793, DOB 12/12/1971, PH: 0425758158, Hme 47123456

Residential address: 6 Demo St, Ravenshoe, Qld 4818

Postal address: same as residential address

Referred by: Andrew Demo, HealthLink Genie Test, Prov. No. 1234567X, PH 07 3720 2801, FAX 07 3720 2802

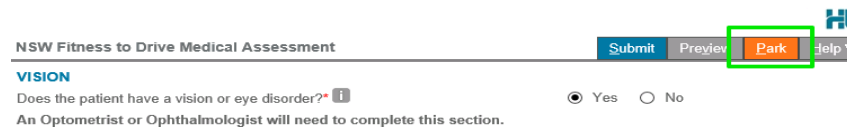
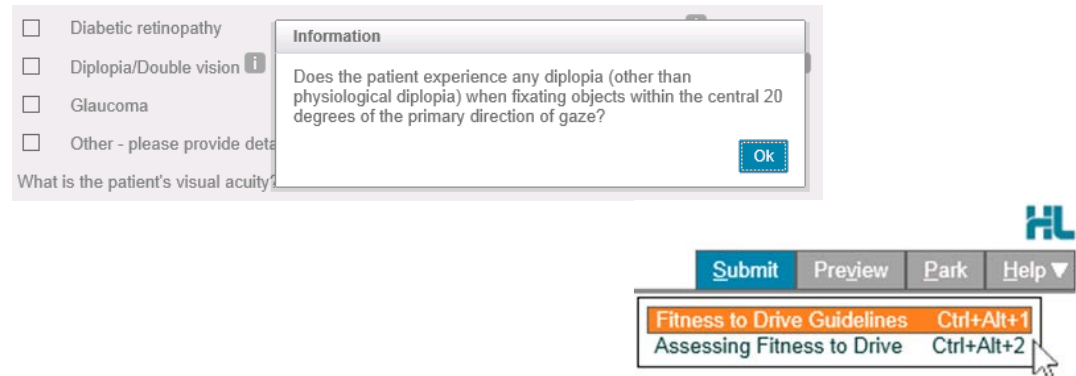
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Hints and tips

Additional Help: Help for specific questions on the form can be found by clicking on the icon next to relevant question. For details about the purpose of the form and other Fitness to Drive related information, go to the 'Help' menu and click on the link provided.

Park the form: If you're in the middle of completing the form and you need to do something else, you can 'Park' the form to save your progress. Just click on the 'Park' button and close the form.

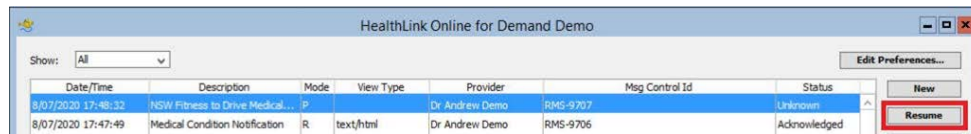


Digital Fitness to Drive Medical Assessment

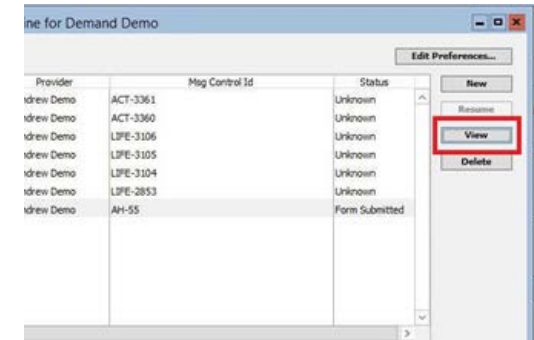
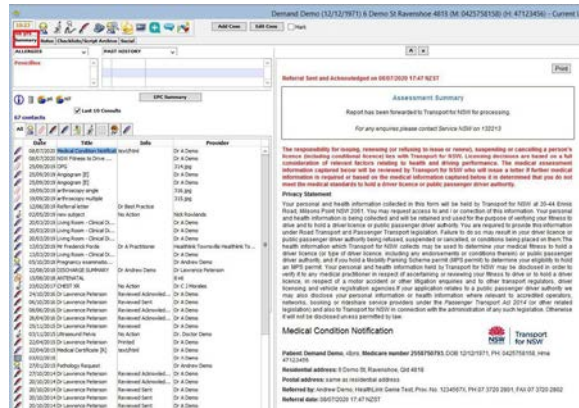
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Hints and tips

Access parked NSW Fitness to Drive Medical Assessment: To access a previously parked form click on the parked section of the portal menu on the left. From the available listing, click on the form you would like to open.



Access submitted NSW Fitness to Drive Medical Assessment: A copy of submitted NSW Fitness to Drive Medical Assessment forms can be found by selecting the 'Submitted' section. Click on the required form to open it.



Transport for NSW is using HealthLink SmartForm technology to help you get on with your passion for providing quality healthcare that makes a difference.

Now, more than 400,000 patients within NSW will no longer need to visit a Service NSW centre to hand in a paper medical form. For your patient, a real time instant response confirming their medical assessment has been securely transmitted to Transport will provide peace of mind. For you, this means faster case reviews, less delay, and more time to get on with what you do best.

**For all queries, please call the HealthLink Customer Support
Monday to Friday (except public holidays) 8am- 6pm
Email - helpdesk@healthlink.net Phone - 1800 125 036**



Customer Feedback
Transport NSW
Locked Bag 928
North Sydney 2059
www.transport.nsw.gov.au



Customer Support HealthLink
au.healthlink.net
helpdesk@healthlink.net