

6CPA MEDSCHECK CLAIMS UPDATE FOR GUILDCARE CLASSIC USERS

Important **MUST READ** Before Claiming MedsCheck

Patient Medication Profile

We have identified an **error** when using the GuildCare Classic excel claim for “Patient Medication Profile” and are currently working to resolve the issue.

Please follow the steps below when claiming using the **GuildCare MedsCheck - Patient Medication Profile Excel Sheet**

- 1) Save and export the **Patient Medication Profile Excel Sheet**. Please name the excel file and save to appropriate computer directory/location.

The screenshot shows the GuildCare - Server application window. The title bar reads "GuildCare - Server". The menu bar includes "File", "View", "Configure", "Tools", and "Help". Below the menu bar is a navigation bar with tabs for "Current Patient", "Documentation", "Patients", "Messages", "MemoCare", "Owing Scripts", and "GuildSmart". The "Patients" tab is active, and the sub-tab "Patient" is selected. The main content area displays "MedsCheck / Diabetes MedsCheck: Case #36754". Underneath, there are sections for "Instructions", "Service Protocol", and "Status". The "Instructions" section lists four steps: 1) Confirm patient eligibility, 2) Patient Interview and enter data, 3) Action Plan/Reports, and 4) Select 'Complete' and click 'Save'. The "Status" section has three checkboxes: "Complete" (checked), "In Progress / Incomplete", and "Declined". Below the status section is a "Your Initials" field with "GC" entered and a "Save" button. At the bottom of the form, there are five buttons: "Eligibility Criteria", "Patient Handout", "Blank Worksheet", "Patient Report", and "MedsCheck Report". The "Medication Profile" button is highlighted with a red box. The bottom of the window shows a "Patient Information" section.

GuildCare - Server

File View Configure Tools Help

Current Patient Documentation Patients Messages MemoCare Owing Scripts GuildSmart

Patient Calendar Reports Resources Subscription

MedsCheck / Diabetes MedsCheck: Case #36754

Report Print Preview

1 of 1 pages

Acrobat (PDF file)
 CSV (comma delimited)
Excel 97-2003
 Rich Text Format
 TIFF file

Medicare or DVA File Number	Brand Name	Generic Name	Form	Strength	Dose	Dosing Regimen
49571369649	Eleva	GN-sertraline		50 mg	50 mg	Take ONE tablet THREE times daily
49571369649	Prodeine	GN-paracetamol + codeine	Tablet	500 mg	500 mg	Swallow whole FOUR tablets each morning with meals as directed by your doctor *Do not exceed one Aspirin tablet or capsule per day
49571369649	Codapane	GN-paracetamol + codeine	Tablet	500 mg	500 mg	Break and add the contents of ONE nebule to nebuliser and use FOUR times daily Shake well and inhale TWO puffs by mouth when required
49571369649	Termtabs	GN-temazepam	Tablet	10 mg	10 mg	Take half a tablet twice a day as directed

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2) Open the saved excel file and **Enable Editing**

Medscheck Medication Profile [Protected View] - Microsoft Excel

File Home Insert Page Layout Formulas Data Review View PDF

Protected View This file originated from an Internet location and might be unsafe. Click for more details. **Enable Editing**

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Patient Medication Profile						
Medicare or DVA File Number	Brand Name	Generic Name	Form	Strength	Dose	Dosing Regimen
49571369649	Eleva	GN-sertraline	Tablet	50 mg	50 mg	Take ONE tablet THREE times daily
49571369649	Prodeine	GN-paracetamol + codeine	Tablet	500 mg	500 mg	Swallow whole FOUR tablets each morning with meals as directed by your doctor *Do not exceed one Aspirin tablet or capsule per day

3) Drag and Drop the **Patient Medication Profile** banner away from the table as shown below.

Medicare or DVA File Number	Brand Name	Generic Name	Form	Strength	Dose	Dosing Regimen
49571369649	Eleva	GN-sertraline	Tablet	50 mg	50 mg	Take ONE tablet THREE times daily
49571369649	Prodeine	GN-paracetamol + codeine	Tablet	500 mg	500 mg	Swallow whole FOUR tablets each morning with meals as directed by your doctor *Do not exceed one Aspirin tablet or capsule per day
49571369649	Codapane	GN-paracetamol + codeine	Tablet	500 mg	500 mg	break and add the contents of ONE nebuler to nebuliser and use FOUR times daily Shake well and inhale TWO puffs by mouth when required.
49571369649	Temtabs	GN-temazepam	Tablet	10 mg	10 mg	Take half a tablet twice a day as directed.
49571369649	Terry	GN-carvedilol	Tablet	6.25 mg	6,25 mg	Take ONE tablet in the morning AFTER FOOD FOR CHOLESTEROL
49571369649	APO-Simvastatin	GN-simvastatin	Tablet	40 mg	40 mg	Take as directed by your doctor
49571369649	Uremide	GN-furosemide (frusemide)	Tablet	40 mg	40 mg	Take half a tablet twice a day as directed

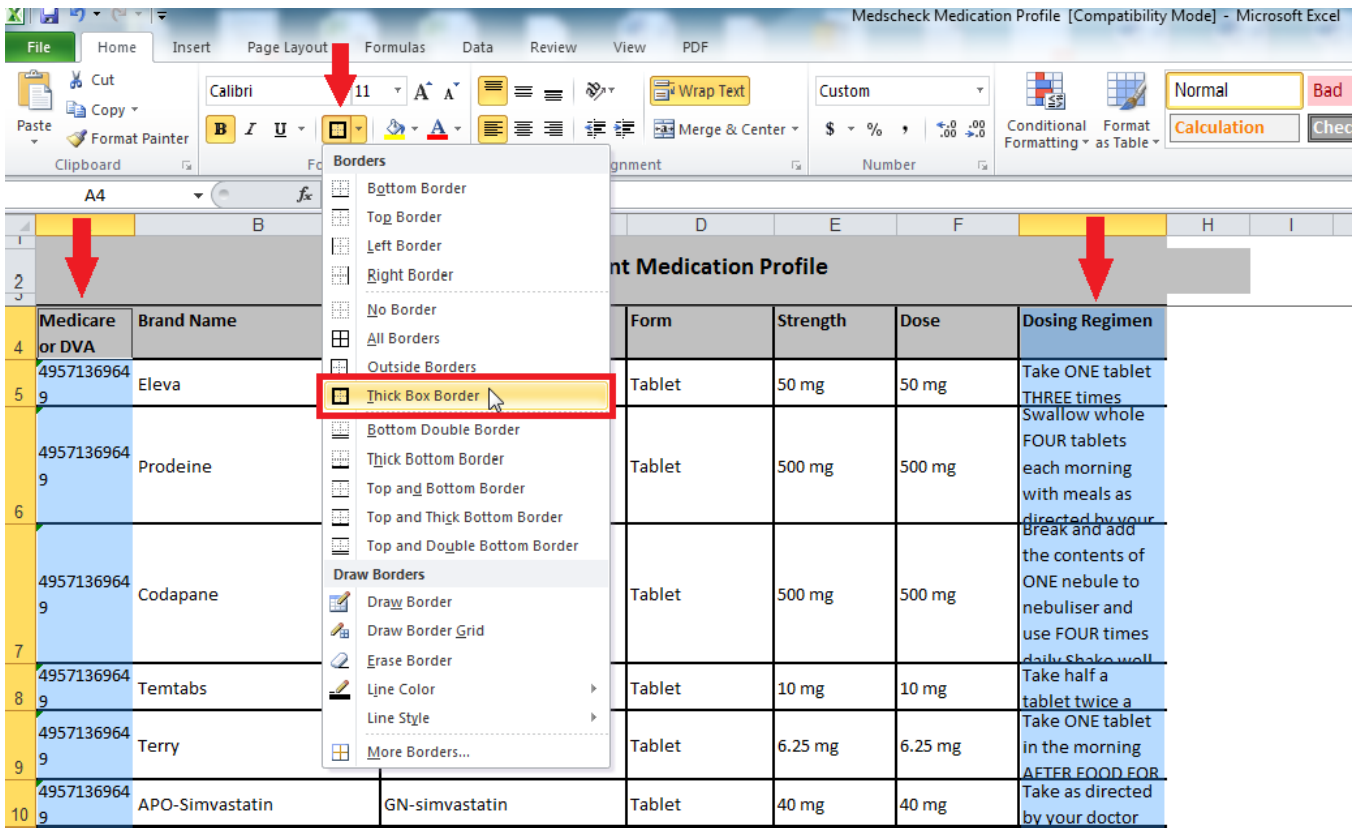
4) Please note **Column B** and **Column I** have no patient data and need to be deleted for correct format. Highlight the 2 columns and **Delete**.

Medicare or DVA File Number	Brand Name	Generic Name	Form	Strength	Dose	Dosing Regimen
49571369649	Eleva	GN-sertraline	Tablet	50 mg	50 mg	Take ONE tablet THREE times daily
49571369649	Prodeine	GN-paracetamol + codeine	Tablet	500 mg	500 mg	Swallow whole FOUR tablets each morning with meals as directed by your doctor *Do not exceed one Aspirin tablet or capsule per day
49571369649	Codapane	GN-paracetamol + codeine	Tablet	500 mg	500 mg	break and add the contents of ONE nebuler to nebuliser and use FOUR times daily Shake well and inhale TWO puffs by mouth when required.

5) Re-place the **Patient Medication Profile** banner.

Medicare or DVA	Brand Name	Generic Name	Form	Strength	Dose	Dosing Regimen
49571369649	Eleva	GN-sertraline	Tablet	50 mg	50 mg	Take ONE tablet THREE times daily
49571369649	Prodeine	GN-paracetamol + codeine	Tablet	500 mg	500 mg	Swallow whole FOUR tablets each morning with meals as directed by your doctor *Do not exceed one Aspirin tablet or capsule per day
49571369649	Codapane	GN-paracetamol + codeine	Tablet	500 mg	500 mg	break and add the contents of ONE nebuler to nebuliser and use FOUR times daily Shake well

6) Highlight the entries for the **Medicare or DVA** column and **Dosing Regimen** and add **Thick Box Border** as shown in the figure below



7) Save your edits. Your **Patient Medication Profile Excel Sheet** is now upload-ready to 6CPA.

