

## ReturnToWorkSA eWCC

An Electronic Work Capacity Certificate (eWCC) makes it easy for doctors to certify patient capacity and prescribe treatment. Zedmed streamlines the process of creating and sending an eWCC, and once you have created a certificate, it can be cloned by other doctors at the same practice to create new certificates for the selected patient.

## Enable Electronic Work Capacity Certificate

To enable the eWCC feature:

- 1. Go to Zedmed's **Reception** tab.
- 2. Select Clinical Records.

The Clinical Records screen will open.

3. Select Tools > Global Options.

The Global Options screen will open on the General tab.

4. Select the Enable Return to Work SA electronic Work Capacity Certificate tick box.

You can now use an eWCC to certify patient capacity and prescribe treatment.

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## Create and manage an Electronic Work Capacity Certificate

Once you have created an eWCC, it will be available to all doctors in the practice to clone (copy) if that patient requires another certificate.

To create an eWWC:

- 1. Go to Zedmed's **Reception** tab.
- 2. Select Clinical Records.

The Clinical Records screen will open.

3. Admit the patient from the Waiting Room or use the **Open Patient** button to open the patient's record.

The **Clinical Records** screen will now display the patient's information.

Above the **Summary Views** section is the new **ReturnToWorkSA** button. This button will only be active for practices with **ReturnToWorkSA** enabled.

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	Summary Views	
Problems	ReturnToWorkSA icon	Date ~
Referrals		Certificate
Results		
Immunisations		
Allergies		
Images/ECG		
Pregnancies		
Documents		
Measurements		
Medications		
Incoming Documents		

4. Select the ReturnToWorkSA icon.

The ReturnToWorkSA Referrals Platform will open in the computer's default web browser.



5. Accept the Authorisation message.

Authorization	
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Grenville Howell	
The launched application wishes to access the information listed below in your clinical system.	

The **Work Capacity Certificate** page will open and show any previous certificates created by other doctors for this patient at the practice.

This Work Capacity Certificate screen can be used to:

- Create a WCC by cloning an existing one using the Create Subsequent WCC option.
- Create a new WCC by selecting **Create New WCC**, as explained in the following steps.
- 6. Select the **Create New WCC** button and fill in the online form.

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The WCC form's **Patient** and **Doctor's details** sections will be populated with information from Zedmed. This is the patient whose record is open and the doctor who is currently logged into Zedmed.

Family Name * Alfonso		Mandatory
Given Names * Margurite ReturnToWorkSA Claim # (f known)		
G. Doctor's details		
Doctor's Name *	Phillip Davis	
Address line1 *	Level 3, 60 Albert Road	
Address line2		
Suburb *	SOUTH MELBOURNE	
State	VIC	
Postcode	3205	
Phone	0392843300	
Provider Number *	2121331W	
Email Address		
Fax		Q
Completion Date *	24/02/2022	

7. Once the **Work Capacity Certificate** form has been completed, select **Send & Print.** The Work Capacity Certificate will be sent to your practice's Zedmed server.

**Note**: Once the Work Capacity Certificate is available on your practice's Zedmed server, other doctors will be able to see and use that certificate.

8. From the **Work Capacity Certificate** completion screen, you can **Print** the certificate or **Return to the certificate** list.





- 9. Go back to the patient's **Clinical Record** in Zedmed.
- 10. Select **Results > Import Laboratory Results**.
- 11. Select the Results Inbox.

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The Work Capacity Certificate will import into the doctor's Results inbox.

From here, the certificate can be viewed, saved to another location, printed and emailed.

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The Work Capacity Certificate can also be opened from the **Summary Views Incoming Documents** tab.

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Referrals	28/02/2022 RT	WSA Ce	rtificate	-	
Results					
Immunisations					
Allergies					
Images/ECG					
Pregnancies					
Documents					
Measurements					
Medications					
Incoming Documents					