
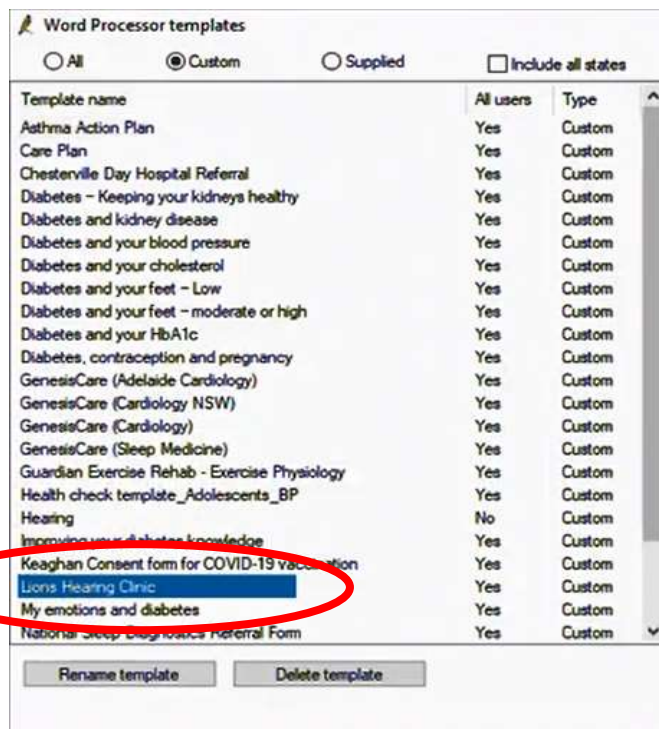


# Lions Hearing Clinic

## How to refer using Best Practice

Our Lions Hearing Clinic referral form is now available as a Best Practice Template! To load our referral template:

1. From the main Best Practice screen, click the  icon or select **Utilities > Word processor** from the menu or select **Correspondence Out > Add** from the patient file.
2. Select **Template > Use Template > Custom** from the word processor main menu.
3. Select the LIONS HEARING CLINIC template and click **Open**.

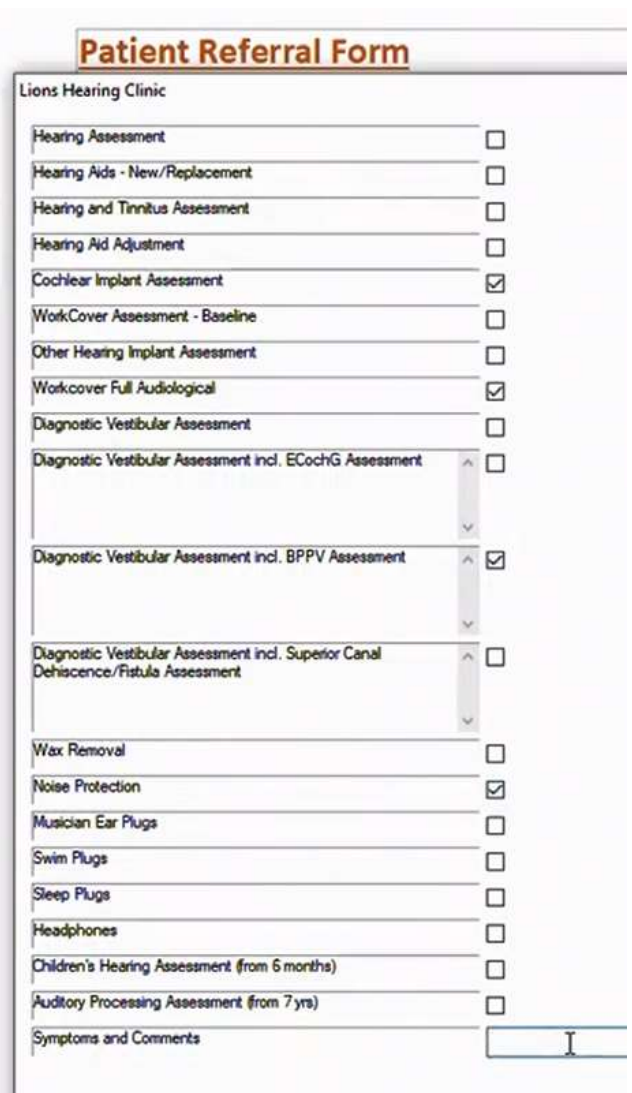


Word Processor templates

☐ All ☒ Custom ☐ Supplied ☐ Include all states

Template name	All users	Type
Asthma Action Plan	Yes	Custom
Care Plan	Yes	Custom
Chesterville Day Hospital Referral	Yes	Custom
Diabetes - Keeping your kidneys healthy	Yes	Custom
Diabetes and kidney disease	Yes	Custom
Diabetes and your blood pressure	Yes	Custom
Diabetes and your cholesterol	Yes	Custom
Diabetes and your feet - Low	Yes	Custom
Diabetes and your feet - moderate or high	Yes	Custom
Diabetes and your HbA1c	Yes	Custom
Diabetes, contraception and pregnancy	Yes	Custom
GenesisCare (Adelaide Cardiology)	Yes	Custom
GenesisCare (Cardiology NSW)	Yes	Custom
GenesisCare (Cardiology)	Yes	Custom
GenesisCare (Sleep Medicine)	Yes	Custom
Guardian Exercise Rehab - Exercise Physiology	Yes	Custom
Health check template_Adolescents_BP	Yes	Custom
Hearing	No	Custom
Improving your diabetes knowledge	Yes	Custom
Keaghan Consent form for COVID-19 vaccination	Yes	Custom
<b>Lions Hearing Clinic</b>	Yes	Custom
My emotions and diabetes	Yes	Custom
National Sleep Diagnostics Referral Form	Yes	Custom

Rename template Delete template



**Patient Referral Form**

Lions Hearing Clinic

Hearing Assessment ☐

Hearing Aids - New/Replacement ☐

Hearing and Tinnitus Assessment ☐

Hearing Aid Adjustment ☐

Cochlear Implant Assessment ☒

WorkCover Assessment - Baseline ☐

Other Hearing Implant Assessment ☐

Workcover Full Audiological ☒

Diagnostic Vestibular Assessment ☐

Diagnostic Vestibular Assessment incl. ECoG Assessment ☐

Diagnostic Vestibular Assessment incl. BPPV Assessment ☒

Diagnostic Vestibular Assessment incl. Superior Canal Dehiscence/Fistula Assessment ☐

Wax Removal ☐

Noise Protection ☒

Musician Ear Plugs ☐

Swim Plugs ☐

Sleep Plugs ☐

Headphones ☐


Children's Hearing Assessment (from 6 months) ☐

Auditory Processing Assessment (from 7 yrs) ☐

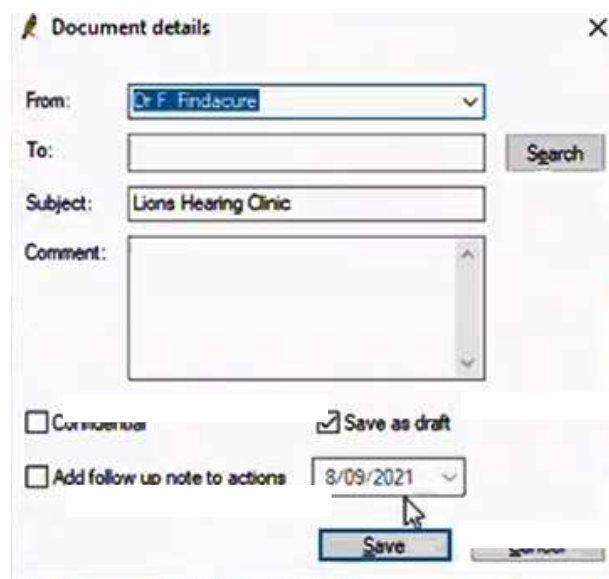
Symptoms and Comments

4. Select the relevant fields for your referral from the check-box options and click **Insert**. The document will be loaded into the word processor and your answers inserted into the referral.

## 5. Print or save your referral

i) **File > Print** from the menu, or clicking the  icon.

ii) **File > Save** or select the  icon. Complete the document detail screen



The screenshot shows a 'Document details' window with the following fields and options:

- From:** A dropdown menu with 'Dr F. Findaure' selected.
- To:** An empty text field.
- Subject:** A text field containing 'Lions Hearing Clinic'.
- Comment:** A large empty text area.
- Search:** A button next to the 'To' field.
- Save as draft:** A checked checkbox.
- Save:** A button at the bottom.
- Other options:**
  - ☐ Copy to clipboard
  - ☐ Add follow up note to actions
  - A date dropdown menu showing '8/09/2021'.

Find additional instructions on using Best Practice templates on their website [here](https://www.lionshearing.org.au).

**Thank you for your referral!**

**CALL:** 1800 054 667    **EMAIL:** [book@lionshearing.org.au](mailto:book@lionshearing.org.au)    **WEB:** [lionshearing.org.au](https://www.lionshearing.org.au)