




Telus Wolf Tip Sheet

With dr2dr, only minimal workflow changes are required to your daily routine of sending and receiving referrals, consults, and advice. The process is very similar to what you currently use for importing and exporting documents for fax or mail.

Tips for Exporting Patient Data for Attachment to a dr2dr Conversation

- There are two commonly used methods for extracting patient data from your EMR:
 - Creating a Smart Form
 - Using the Print Chart option
- To minimize changes in clinic workflow, use the process already in place for creating documents (referrals, consults, etc.) for fax or mail.
- Instead of faxing the document, print to PDF using the CutePDF or BioPDF driver.
- In dr2dr, click **Add Attachment**  in the message to attach the exported PDF file
- Delete the exported documents from your desktop when done to ensure the security of patient data and to minimize the possibility of attaching the wrong document to future dr2dr conversations.

Importing dr2dr Conversations and Attachments

1. Open the conversation in dr2dr
2. Click **Download Attachment**  to save the file to your computer
3. Click **Print**  in the conversation and change the destination to **Save as PDF**
4. Save the file to your **Unlinked Documents folder**
5. Attach the conversation and attachment (referral, consult, etc.) to the patient chart using the same process you would if you were importing a document from a lawyer or insurance company