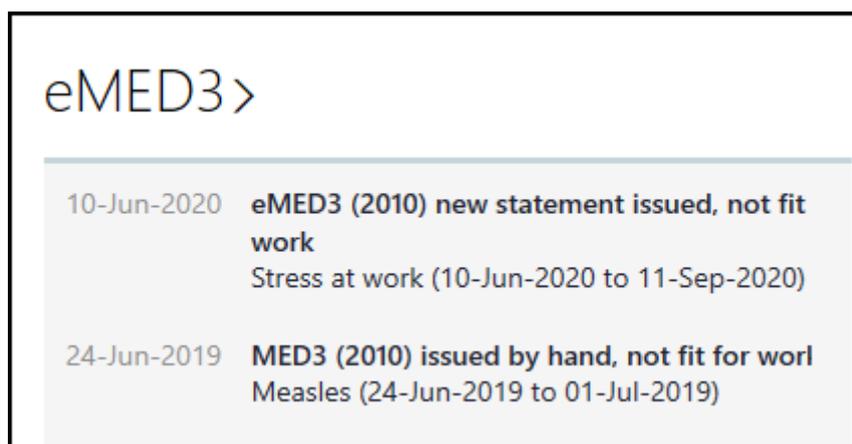


eMED3 in Vision Anywhere

The eMED3 form, designed in conjunction with the Department of Work and Pensions (DWP), can be created during any encounter in **Vision Anywhere**. It includes all the information currently held on the handwritten MED3 form.

A patient's existing eMED3 records display in the **Patient Summary** screen under **eMED3**:



Select the **eMED3** category header to display the full list.

 **Note** - Before you can print an eMED3 from **Vision Anywhere**, a **General Printer** must be set up in **Settings - General printing preferences**, see [General Printing Preferences](#) on page 11.

England Only

In England, eMED3 data is collected and sent electronically to the Department of Work and Pensions (DWP) at regular intervals from the patient's registered practice. Vision 3 details are available from [Electronic MED3 \(eMED3\) Extract - England](#).

The completion of the eMED3 in **Vision Anywhere** must comply with current Social Security (Medical Evidence) Regulations. A DWP guide to the current regulations can be downloaded from. www.dwp.gov.uk/healthcare-professional/guidance

Important points to note:

- **GP user**, based in the patient's practice, you must have a GMC code recorded in **Vision 3 - Control Panel** to create an eMED3.
- **GP user** in a shared care setting:
 - The eMED3 form can only be accessed for patients registered at a Vision practice, for patients registered at an EMIS practice, the MED3 general history entry is the only option available.
 - The first time you create an eMED3, if your GMC code is not part of your set up in the **V360 Clinical Portal**, you must add it manually at the end of the **eMED3 Doctor's Statement** screen. The GMC code is retained for future eMED3's.
- **Non GP users** based in the patient's practice, can access the **eMED3 Doctor's Statement** screen. It defaults to **Issued by hand** and this cannot be changed.
- **Non GP users** in a shared care setting, cannot access the **eMED3 Doctor's Statement** screen. If required, you can record an eMED3 as a general history entry.

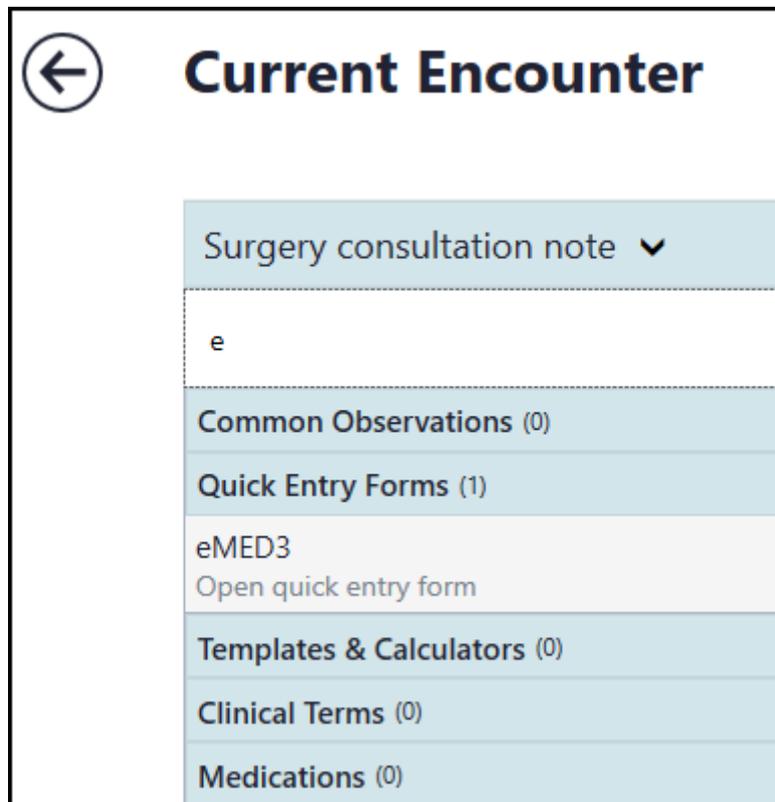
See [Adding an eMED3](#) on page 3 and [Reprinting an eMED3](#) on page 8 for details.



Adding an eMED3

To add an eMED3:

1. Select the appropriate patient and open an **Encounter** with the appropriate consultation type.
2. In the dynamic search bar, type 'e':



3. The smart list displays with all your available options, select **eMED3** and the **eMED3 Doctor's Statement** displays.
4. If the patient has had an eMED3 issued on their record in the last 12 months, the **Use existing eMED3 details** screen displays. Select:
 - **Use eMED3** to create a follow on eMED3, or
 - **Don't use** to start a new, unrelated eMED3.

eMED3 Doctor's Statement





From  Until  Indefinite end date

Follow-up assessment required

Clinical diagnosis  Use for printed version

Refrain from work

May be fit for work with the following advice:

Phased return
 Altered hours
 Amended duties
 Adaptations

Remarks (Optional)

250

5. Complete the **eMED3 Doctor's Statement** as appropriate:

- **From** - Defaults to today's date. Change to back date the statement if required, please be aware you cannot enter a date in the future.
- **Until** - Defaults to seven days, update as required, with either a full date or a shortcut, for example 2w for 2 weeks and 1m for 1 month, or
- **Indefinite end date** - Tick to leave the **Until** date open ended.
- **Follow-up assessment required** - Tick to record if a follow-up appointment is required:
 - **Follow-up assessment** - Displays if you tick **Follow-up assessment required**, enter a date for the follow-up.
- **Clinical diagnosis:**
 - If you have already entered a Diagnosis or Procedure SNOMED CT term in the current encounter, this is automatically populated. You can remove and replace with an alternative term if required.
 - If no clinical code is present, or more than one clinical code is recorded in this encounter, search for and add the clinical diagnosis in the usual way.

- **Use for printed version:**
 - Ticked by default, the **Clinical diagnosis** prints on the statement.
 - Remove the tick to display **Clinical diagnosis (printed version only)**, enter a free text reason to print on the statement.
- **Refrain from work** - Selected by default, this automatically deselects if you choose **May be fit for work with the following advice:**.
- **May be fit for work with the following advice** - If one of the following applies, select from:
 - **Phased return**
 - **Altered hours**
 - **Amended duties**
 - **Adaptations**
- **Remarks** - Mandatory if you select **May be fit for work with the following advice**, enter advice as required.
- **Issued by hand** - Tick if you have manually completed a MED3 and are just recording it here.
- **Private patient/certificate** - Tick if this is a private patient or you are issuing a private MED3.
- **Requested by** - Optional, defaults to **Patient**, select from the available list if required.
- **Circumstances** - Optional, select from the available options if required.
- **Additional notes** - Optional, enter any other comments required.
- **Date** - Defaults to today's date.
- **Clinician** - Defaults to the clinician logged in or if you are not a clinician, the **Usual GP**.

Shared Care Setting only - eMED3 Statements can currently only be created, edited and printed by clinicians who have a GMC code, if your GMC code is not available in **Vision Anywhere**, the **GMC Code** section displays. Simply enter your **GMC Code**.



6. Once the statement is completed, select **Print** .

7. **Wales only** - The **Choose a language** screen displays, select to print the eMED3 in:
- **English**, or
 - **Welsh**
- and then select **Confirm**.

8. Depending on your settings, the **Print Preview** screen may display, if it does, select:

- **Print** , to print, or
- **Back Arrow** , to return to the previous screen.

See [General Printing Preferences](#) on page 11 for details.

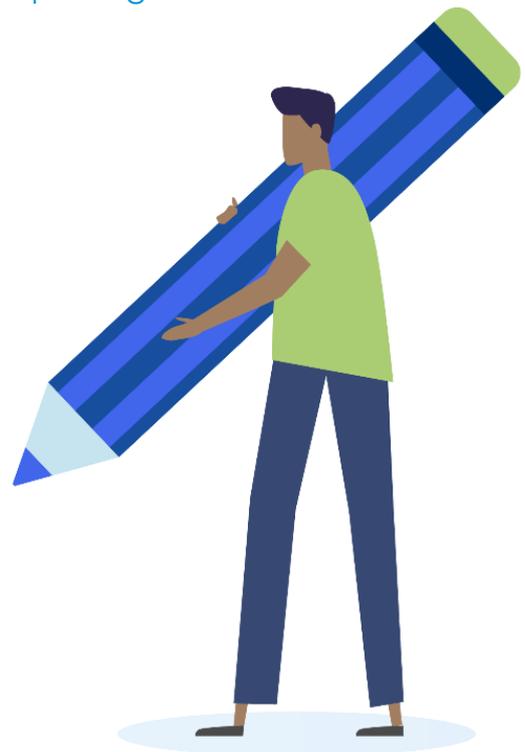
9. The **Printing successful** screen displays, select either:

- **Confirm** - To confirm, or
- **Reprint** - To reprint the eMED3.

10. Finally, select **Save** .

The PDF created saves as an attachment in **Vision 3 - Consultation Manager**.

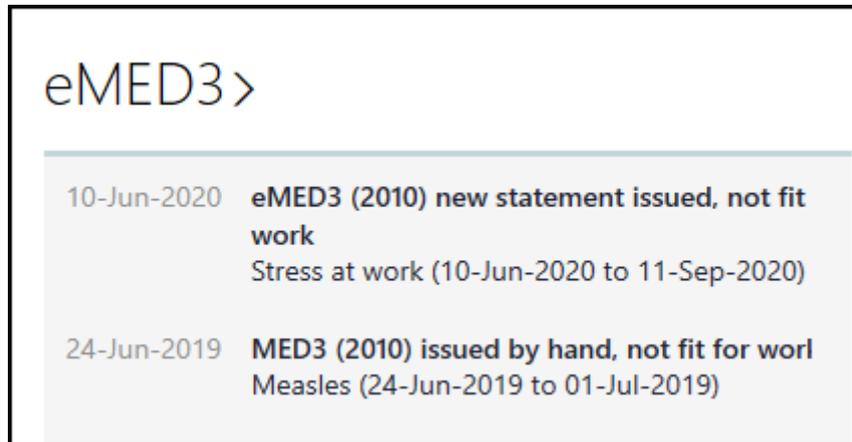
See [eMED3 in Vision Anywhere](#) on page 1 and [Reprinting an eMED3](#) on page 8 for further details.



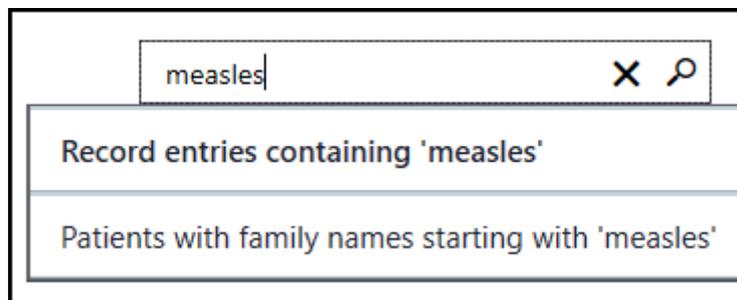
Viewing a Patient's eMED3s

To view all of a patient's eMED3s:

1. Select the patient in the usual way.
2. Their **Patient Summary** screen displays, scroll down the screen to find either the **eMED3** or **Recent Correspondence** headers:



3. Select the header and the **eMED3/Recent Correspondence** screen displays.
4. If the entry you require is not obvious, enter a term into **Search the patient's record** to find it:



Remember - You can always use a date here, for example, 24/6/2020, June 2020 or even 2020 to return the records you are searching for.

See [Adding an eMED3](#) on page 3 and [Reprinting an eMED3](#) on page 8 for details.

Reprinting an eMED3

If a patient has lost their eMED3, or needs more than one copy, if for example they have multiple employers, you may need to reprint one.

To reprint an eMED3:

1. With the patient selected, from the **Patient Summary** screen, either:
 - Scroll down to the **eMED3** category heading and select the eMED3 required. If the eMED3 required does not display, select the **eMED3** category heading and select the eMED3 required from the list, or
 - In **Search the patients record** in the top right corner of your screen, enter either:
 - The date of the eMED3 required, for example, 20/6/2020, June 2020 or even just 2020.
 - The diagnosis/procedure used
 - 'eMED3' to display them all
2. Select the eMED3 required and the completed **eMED3 Doctors Statement** screen displays.



3. Select **This will print a duplicate**.
4. The eMED3 prints with a **Duplicate** watermark diagonally through it.
5. Select **Close** to close the **eMED3 Doctors Statement** screen and update the original entry from **New** to **Duplicate**.

See [eMED3 in Vision Anywhere](#) on page 1 and [General Printing Preferences](#) on page 11 for details.



Emailing an eMED3

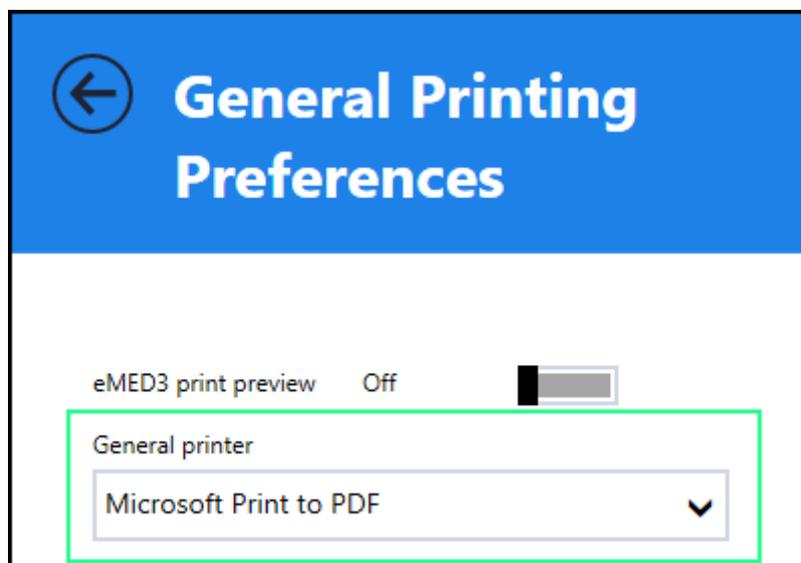
If you want to send an eMED3 to a patient by email, it must be 'printed' to a PDF file.

For a new eMED3:

1. Complete the eMED3 in the usual way, see [Adding an eMED3](#) on page 3 for details if required.



2. Before selecting **Print** select your **Profile** and choose **Settings**.
3. Select **General printing preferences**.
4. From **General Printer**, select **Microsoft Print to PDF**.



5. Reselect the **eMED3 Doctor's Statement** screen and select **Print**.
6. The **Save Print Output As** screen displays, select a location to save this file and give it a recognisable name. Make a note of the location and name.
7. From your email account, create an email for the patient and select **Attach File**.
8. Navigate to the eMED3 you have just saved and select **Attach**.
9. Select **Send**.
10. Return to **Vision Anywhere** and the Printing successful message displays, select **Confirm**.

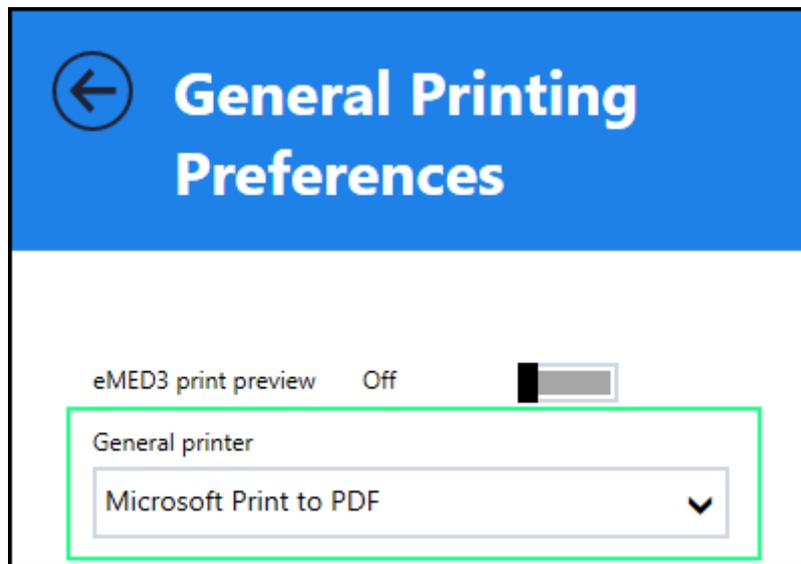
For a duplicate

1. From the **Patient Summary**, locate the eMED3 required.



Remember - You can find recorded data from either the relevant category heading, in this case the **Recent Correspondence** or **eMED3** category headings, or by entering text into the search bar, for example emed3.

2. Select your **Profile** and choose **Settings**.
3. Select **General printing preferences**.
4. From **General Printer**, select **Microsoft Print to PDF**.



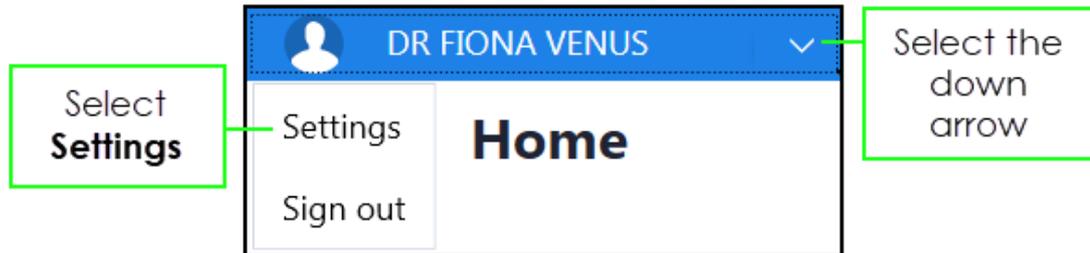
5. Reselect the **eMED3 Doctor's Statement** screen and select **Print**.
6. The **Save Print Output As** screen displays, select a location to save this file and give it a recognisable name. Make a note of the location and name.
7. From your email account, create an email for the patient and select **Attach File**.
8. Navigate to the eMED3 you have just saved and select **Attach**.
9. Select **Send**.
10. Return to **Vision Anywhere** and the Printing successful message displays, select **Confirm**.

See [Adding an eMED3](#) on page 3 and [Reprinting an eMED3](#) on page 8 for details.

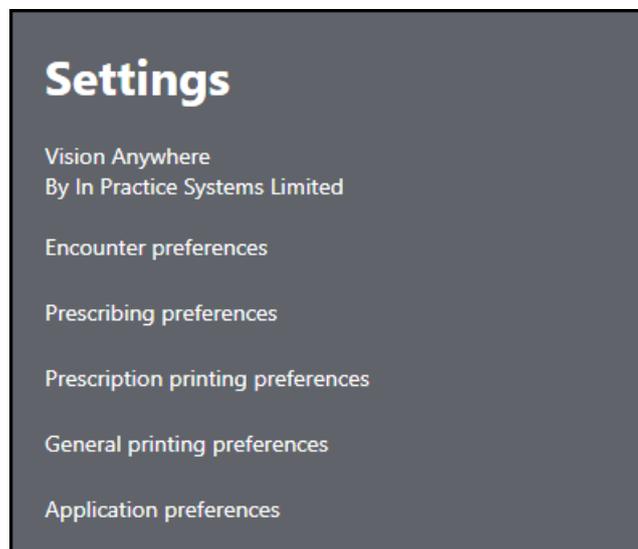
General Printing Preferences

To customise your general printing preferences:

1. From **Vision Anywhere**, select the arrow next to you name, and select **Settings**.

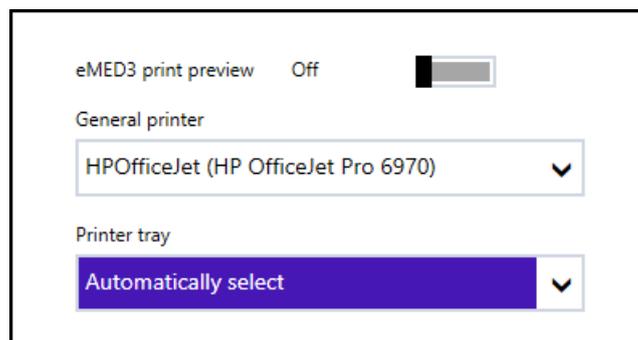


2. The **Settings** list displays:



3. Select **General Printing preferences**.

4. The **General Printing Preferences** screen displays:



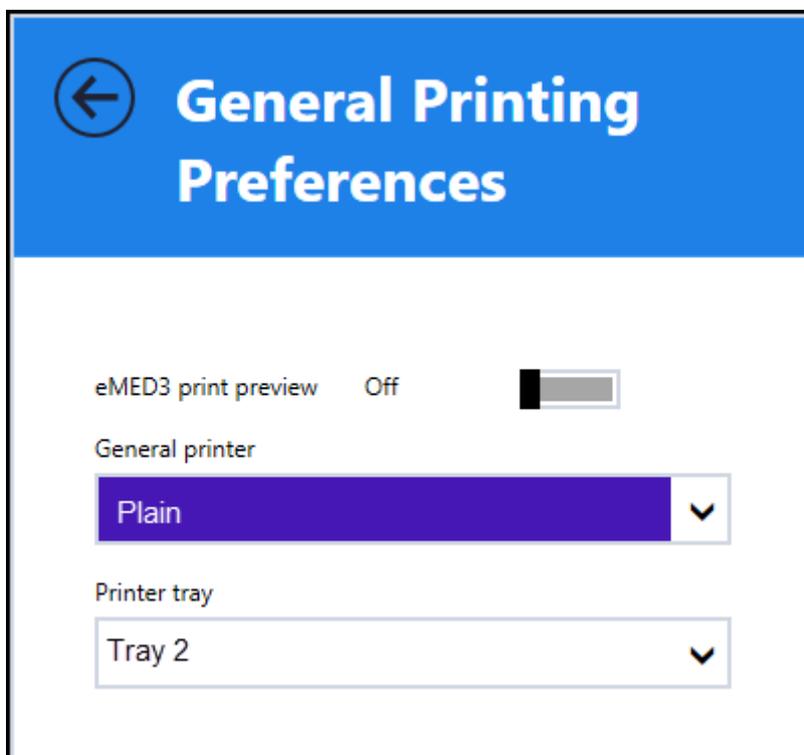
5. Complete as appropriate:

- **eMED3 print preview** - Defaults to **Off**, slide to **On** to preview eMED3s before printing.
- **General printer** - Select your general printer from the list available.
- **Printer tray** - Select either the appropriate tray.

Wales only

To print eMED3 Doctors Statements on plain paper, from the General Printing Preferences screen select:

- **General printer** - Plain
- **Printer tray** - Tray 2



The screenshot shows the 'General Printing Preferences' interface. At the top, there is a blue header with a back arrow icon and the title 'General Printing Preferences'. Below the header, there are three settings:

- eMED3 print preview**: A toggle switch set to 'Off'.
- General printer**: A dropdown menu with 'Plain' selected.
- Printer tray**: A dropdown menu with 'Tray 2' selected.

