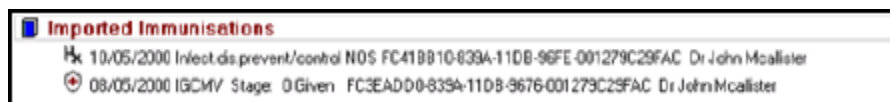# GP2GP - Summarising Quick Reference

This guide provides some recommendations about what to review and consider when summarising a GP2GP record. It should be used in conjunction with your practice summarising protocol.

Immunisation

Some imported immunisations do not convert to the **Immunisation** structured data area (SDA). To view all imported immunisations, from Consultation Manager, select the **Problems** tab. View the problem heading - **Imported Immunisations**:
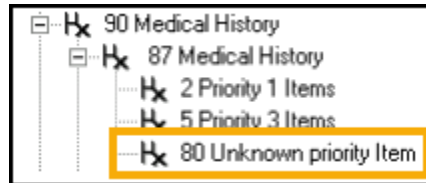

Immunisation entries should display with **Immunisation Recorded** in front, if not the immunisation has converted as a medical history entry and displays with a **Medical History** in front:

You need to add the immunisation again so that it appears on the **Immunisation SDA**. Make sure you enter the correct date and you select **Out of practice**.

Medical Histories

Medical histories converted from a different clinical system or from another Vision practice, may not have priorities attached or may not use the same priorities as your practice. Select **Medical History** from the navigation pane to view all history entries. Expand **Medical Histories** further to view **Unknown priority items**:

The list can be sorted by date which places the oldest entry at the top of the page, you can then right mouse click, select **Edit** and update the **Priority** to between 1 and 9, select **OK** to save the changes.

> **Training Tip** - To do a bulk update of priorities in **Vision 3** there are **Priority Update** and **GP2GP Priority Mapper** utilities.

GP2GP Free Text Entries

Any free text notes added on the sending system are brought into **Vision 3** as **Notepad** entries and display on the patient's **Journal** tab. All notepad entries have a corresponding clinical term, but you may want to add an additional clinical term as well as the free text entry.

Cytology

Patients from non-Vision practices need excluding from the **Cytology Target**, if appropriate.

Problems

Many practices use problem orientated records, so as well as checking the **Journal** tab you should also make sure the **Problem** tab is correct.

Dates

Where a GP2GP record has a blank or partial data, it is best to update this to a full date. If the exact date cannot be found use the 1st January and the year.