



# Smart Referrals

## Quick start guide

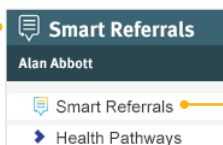
### 1 SELECT A PATIENT



Smart Referrals connects to Best Practice and extracts relevant patient information to pre-populate referral fields.

### 2 LAUNCH SMART REFERRALS

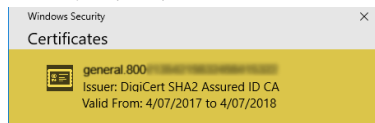
Open the Smart Referrals application from your toolbar or desktop.



Launch using the Smart Referrals button.

### 3 CHOOSE YOUR CERTIFICATE

You may be prompted to select a certificate.\*



If you aren't prompted, your certificate has been automatically selected and you can use Smart Referrals.



\* If you have any issues with certificates, contact your practice manager.

### 4 COMPLETE THE REFERRAL



Smart Referrals is ready to use.

Complete all required and relevant referral information.

### 5 PREVIEW AND SUBMIT

Preview then submit the referral.

Once the form has been submitted a copy is written into Best Practice Correspondence Out.

Click **Submit** to send the referral.

Click **Edit** to change details.

