

# REFERRAL GUIDELINES

## Diabetic Eye Clinic

**Head of Unit:** Dr Humayun Baig

**Referrals:** Referral addressed to named head of unit is preferred.

E-referral using the GP Referral Template located within the Mastercare Referralnet system is preferred.

For faxed referrals: FAX **97881879**

Please Note: The referral should not be given to the patient to arrange an appointment. No appointments can be made over the phone. Once a referral has been received the patient is notified by mail of the date and time of their appointment.

### Clinic overview:

Type 1 or Type 2 diabetes for ophthalmology screening for patients > 2 years of age

### Categories for Appointment

	Clinical Description	Timeframe for Appt
Category 1 Urgent	Not applicable	Not applicable
Category 2 Routine	All others	Next available appointment
Emergency		Emergency Department

### Eligibility Criteria

Over 2 years of age  
Medical referral required

### Exclusions & Alternative referral options

Eye and Ear Hospital  
Monash Health or Royal Children's Hospital for children

### Minimum Referral Information Required

Please note, referral cannot be processed if minimum information is missing)

### IMPORTANT:

The following referral information is mandatory:

#### Referral:

- Date of referral
- Speciality
- Referring practitioner name
- Provider Number
- Referrer's signature

#### Patient Demographic:

- Full name
- Date of birth
- Postal address
- Contact numbers
- Medicare Number

#### Clinical:

- Reason for referral
- Duration of symptoms
- Management to date
- Past medical history
- Current medications
- Allergies
- Diagnostics as per referral guidelines

#### Preferred:

- Addressed to named practitioner
- Duration of referral (if different to standard referral validity)
- Next of kin

#### HEAD OF UNIT

Dr Debra Renouf

#### PROGRAM DIRECTOR

#### ENQUIRIES

PH: 9784 2600

Reviewed: March 2021

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## Diabetic Eye Clinic

- Referring practitioner name, provider number and signature.
- Date of referral
- Patient's name, address, date of birth, Medicare number and phone number.
- Clinical details and reason for referral
- Relevant medical history
- Medications
- Allergies
- Results of all recent and relevant investigations

### Clinic information

Wednesday once a month  
Frankston Integrated Health Centre  
Hastings Road  
Frankston

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