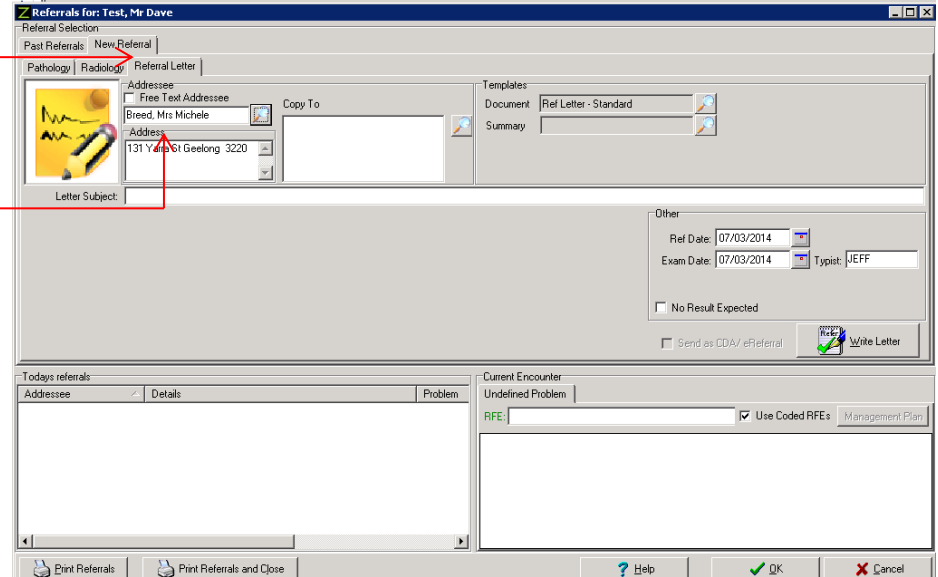


Referralnet with Zedmed Sending Cheat Sheet

For support please email: referralnet.support@global-health.com

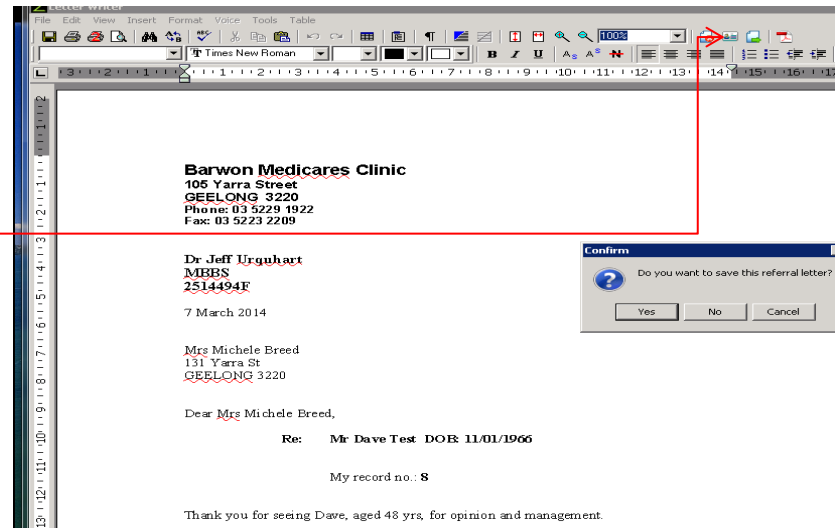
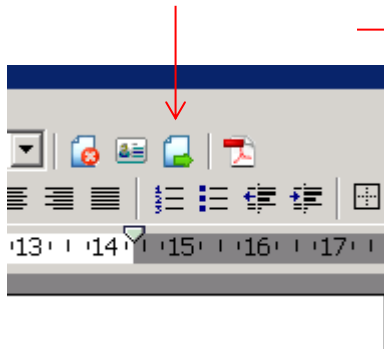
Step 1

When you are at this stage, ensure **“referralnet Letter”** is selected and you have chosen an **addressee** from the address book. Then click the **“write Letter”** icon



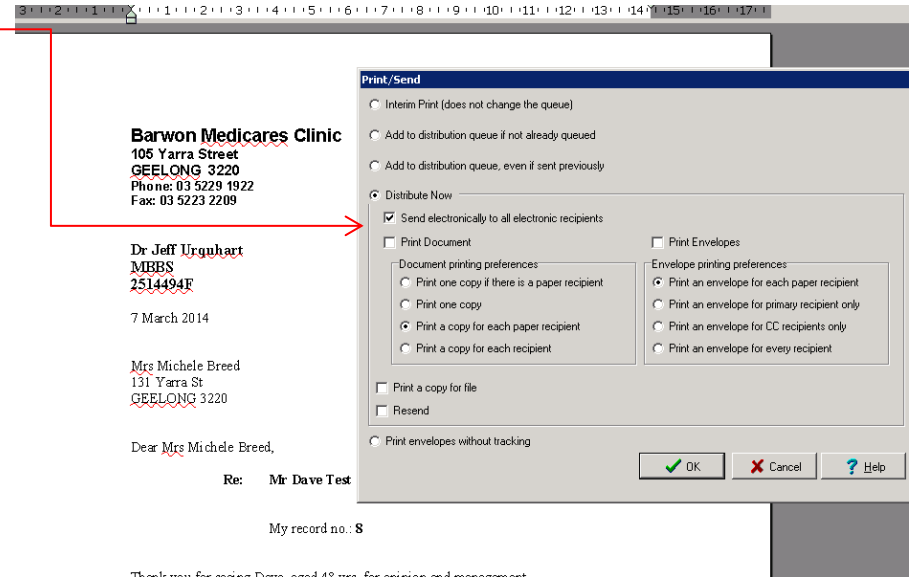
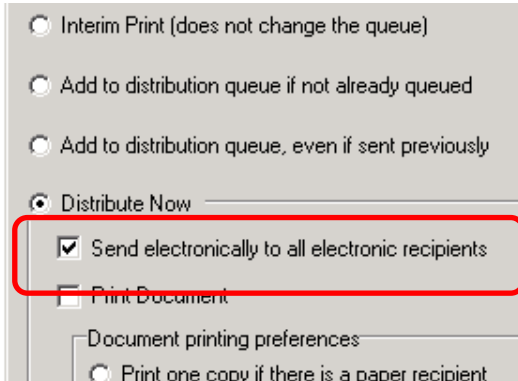
Step 2

When the letter is presented, click this **“Distribute now”** icon



Step 3

Deselect “Print Document” and select “send electronically to all electronic recipients”



Step 4

If your addressee is set up in Zedmed to receive letters via Referralnet then you should get a popup similar to below

Barwon Medicares Clinic
105 Yarra Street
GEEELONG 3220
Phone: 03 5229 1922
Fax: 03 5223 2209

Dr Jeff Urquhart
MBBS
2514494F

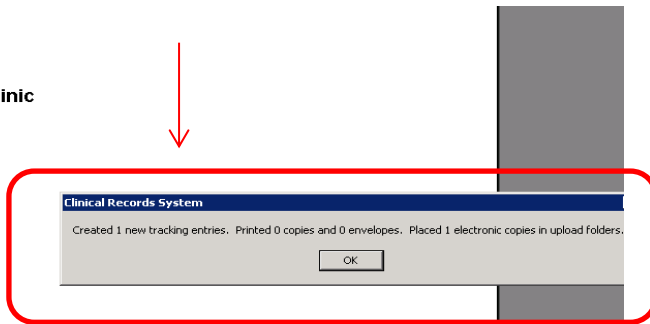
7 March 2014

Mrs Michele Breed
131 Yarra St
GEEELONG 3220

Dear Mrs Michele Breed,

Re: Mr Dave Test DOB: 11/01/1966

My record no.: 8



If your addressee is not set up correctly to accept referral net messages and the messages could not be sent you will receive a similar message to below.

