eConsult (Store and Forward) Dermatology Referral Guidelines

You **MUST** provide a valid **PHIN or Provincial Health Number** before submitting a referral. eConsult (Store and Forward) is **NOT** appropriate if the patient does not have a valid PHIN or Provincial Health Number. If a valid PHIN or Provincial Health Number is not available you must follow the referral process for a face to face specialist appointment.

### Exclusions

<table>
<thead>
<tr>
<th>Dr. Hurst</th>
<th>Dr. Keddy-Grant</th>
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<tbody>
<tr>
<td>× Scalp (unless bald)</td>
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<tr>
<td>× Genitals</td>
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<tr>
<td>× Full body rash</td>
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### Photograph Guidelines

There are three photos required per area involved:

1. **“Anatomic part” image**
   - Shows the anatomic part involved. (e.g. from arm to hand)

2. **Close up image**
   - As close to having the affected area fill the frame as possible.
   - (e.g. the forearm with the affected area)

3. **Close up 45 degree image**
   - Fills the frame at 45 degrees.
   - (e.g. 45 degree image of the forearm showing the height of the affected area)

### Photo Management

- The photos will be taken with an approved digital camera and then uploaded to the eConsult (Store and Forward) referral via the USB cable provided with the camera.
- Once the photos are uploaded a short description of each image should be provided. This helps to identify the image for the specialist.
- Please delete all pictures from the camera following submission of the referral.

### Additional Attachment Guidelines

- Additional attachments (other than images) can also be added to the eConsult (Store and Forward) referral when required. These attachments are added in the same manner as images.
- The user should double check that the attachments open properly and the images are suitable within the MBT scheduling system before sending notification of the new referral to the specialist.
- There is no maximum number of attachments for a referral but only 3 attachments can be added to a referral at the same time. [Click here to view the eConsult Reference Guide.](https://www.mbtelehealth.ca)

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eConsult (Store and Forward) for Ear, Nose and Throat

Service Description
This service will be provided by Dr. Bernard Thess, Otolaryngologist, at the Portage Clinic using the MBTelehealth Store and Forward (SAF) application. Dr. Thess may provide a diagnosis and treatment plan based on relevant history, physical findings and diagnostic investigations. This service is available to both adults and pediatric patients for the management of specific ears, nose & throat conditions.

Guidelines
A request may be completed if a patient has any of the following conditions and meets additional criteria:

Inclusion Conditions
✓ Ear infections
✓ Hearing loss
✓ Tonsillitis
✓ Sleep apnea/sleep disordered breathing
✓ Facial skin lesions on the ears, nose, face and neck
✓ Chronic sinusitis in adults
✓ Nasal fracture in adults
✓ Ear deformity in patients 16 years of age and under

Exclusion Conditions
× Swallowing disorders
× Hoarseness
× Voice disorders
× Neck disorders
× Vertigo
× Facial trauma

Attachment Guidelines
Hearing loss (adult and pediatric): Hearing test results are required.
Chronic sinusitis in adults: CT scan results are required.
Nasal fracture in adults: Picture required 4 days after injury. (Full face - frontal view: nose should be pointing directly towards the camera with equal amounts of both sides of the face in the picture.)
Ear infection adults: Hearing test results are required.
Ear deformities pediatric (age 16 years and under): 2 pictures are required.

1. Full face (frontal view) – nose should be pointing directly towards the camera with equal amounts of both sides of the face in the picture.
2. Top of head – hair should be pulled back so that the ears are visible.

Lesion removal adults: Previous pathology if applicable and 2 pictures are required.

1. Anatomical image – showing the anatomical part involved (face, neck or ear).
2. A close up image - as close to having the lesion fill the frame as possible.

Sleep apnea in adults: Picture of inside of the patient’s mouth and a sleep study result are required.
eConsult (Store and Forward) for Orthopedics

Service Description
This service will be provided by the Manitoba Orthopedic Trauma Group (MOTG) at Health Sciences Centre (HSC) using the MBTelehealth Store and Forward (SAF) application. The MOTG group will provide diagnosis and support at a distance in the management of non-urgent musculoskeletal (MSK) injuries for northern providers based on x-ray images and concise relevant history and physical findings. They may also offer rehabilitation advice where applicable. The primary care of the patient will remain with the referring provider.

Guidelines
A request may be completed if a patient’s condition meets the following criteria:

Inclusion Criteria Orthopedic eConsult
✓ All patients with a musculoskeletal injury, who have already received initial emergency management and do not need urgent transfer for additional care
✓ All patients who require additional X-ray interpretation by an MSK specialist
✓ All patients who require additional advice for an MSK injury

Exclusion Criteria for Orthopedic eConsult
✗ Patients with neurovascular compromise
✗ Patients under the age of 17 years
✗ Spine injuries
✗ Open injuries
✗ Hand injuries
✗ Infections

Photograph Guidelines
✓ Images of the standard X-ray (trauma series) of the injured extremity or joint.

Documentation Note
The MOTG group will not maintain a record for any patient they do not see. The referring provider/site is responsible for maintaining a copy of the completed consult from the MBTelehealth Store and Forward (SAF) application based on the site’s documentation procedures.