Viewing health assessment for a client in HAP by a GP at a local refugee clinic

This tip sheet will assist you with the process of searching and viewing health records in Health Assessment Portal (referred to as HAPlite) for clients.

Once the client is referred to your clinic from the Department of Social Services (DSS) for on-going treatments/follow-ups then you will use the HAP ID to search and access the client's health record in the HAPlite.

Step 1. Login to HAPlite via *ImmiAccount*

Step 2. Enter the HAP ID in **ID** field

Step 3. Click **Search**

The health case under that HAP ID will display the client's record including:

- Client's digital photo, name, gender and date of birth

- Completed health examination, reports and any digital x-ray file

Current Assessment

Assess ID	Assessed	Expires	Centre	Outcome	View
1101359-0	12 Mar 2018	12 MAR 2019	Global Health	MEET(4007)	🔍

The link in the blue circle will print all the clinical information (and saves time)

Previous Assessment

No Previous Health Assessments

Assess ID	Assessed	Expires	Centre	Outcome	View

Attachments

Filename	View	Result	Delivery	Details	Associated exam	Date Attached
Syphilis 712 report1.docx		Uploaded				12 Mar 2018
report (2).docx		Uploaded		Signed DHC Client Consent:	949 - Departure Health Check	12 Mar 2018
Glasgow01922.dcm	View	Uploaded		Chest x-ray image:	502 - Chest X-ray Examination	09 Mar 2018
worddocument2007.doc		Uploaded		HIV test, Syphilis laboratory report:	707 - HIV test, 712 - Syphilis test	09 Mar 2018

Note: To view an exam report, for example Syphilis test reports, click the relevant **file name** under Attachments.

Step 1. Scroll the screen up
Step 2. Press **Reset**

An empty **Case search** screen will display.

Case Search

Case Search

ID Type	* HAP ID ▾
ID	* required
Returned results limit	* 100

[Reset]   [Search]

Note: If attempting to access a Health Case and a Case Search returns no results, please contact the Department of Home Affairs at Health@homeaffairs.gov.au for assistance.

Disclaimer: The example name and details has no association with any real person.