



REFERRAL GUIDELINES

Orthopaedic Clinic

Head of Unit: Mr Peter McCombe

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:

For assessment of general adult orthopaedic conditions.

Categories for Appointment

| | Clinical Description | Timeframe for Appt |
|-----------------------|--|-------------------------------|
| Category 1 Urgent | Possible malignancy, severe pain and debilitation, carer or unable to work | 0-3 months |
| Category 2 Routine | Minimal effects on Activities of Daily Living, not a carer and condition not requiring time off work | variable |
| Emergency | Based on clinical judgement eg immobile, unable to self-care, sepsis, joint infection | Refer to Emergency Department |

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

Mr. Peter McCombe

PROGRAM DIRECTOR

Mr. Peter Evans

ENQUIRIES

PH: 9784 2600

Reviewed: July 2021



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Eligibility Criteria

GP referrals are triaged by Orthopaedic Consultants

- Accurate Triage for urgency is assisted by GP referral information;
 - Diagnosis
 - History and duration of complaint
 - Symptoms and severity of complaint
 - Details of conservative treatment to date
 - How condition affects Activities of Daily Living
 - Social history eg. employment or carer status how the complaint affects ability to work or be a carer directly affects triage
 - Imaging results (plain x-rays results < 6months old)
 - Stipulation of new patient/complaint or review patient for same complaint (review patients for same complaint seen earlier).
 - Sending referral with HIP AND KNEE QUESTIONNAIRE completed by patient (see separate questionnaire form)
- (THE) HIP AND KNEE QUESTIONNAIRE
(see separate questionnaire form)
This form needs to be completed by the patient prior to triage. If it is completed and sent with the referral, this can speed up the referral process for patients
- Orthopaedic Screening Clinic:
Patients may be required to attend an Orthopaedic Screening Clinic run by an advanced musculoskeletal physiotherapist for further triage, assessment and management advice (eg referral to physiotherapy) prior to being seen in Orthopaedic Outpatients, particularly for hip, knee and shoulder complaints.
After assessment the patient will be categorised for surgical review or discharged from Screening Clinic with patient consent. If patients are discharged from the physiotherapy clinic (with patient consent) but then experience a recurrence of symptoms or a change of circumstances within 12 months they will be seen for review with no disadvantage from initial date of referral. If this occurs outside 12 months a new GP referral is required
- Different orthopaedic issues can be given different triaging time frames and can be referred to different surgeons. Although this can mean the patient needs to attend two appointments, it ensures they are managed by the correct surgeon for each issue.

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Exclusions and Alternative referral options

Children - can be referred to Monash Health or Royal Children's Hospital

NB Acute hip and knee conditions/injuries in children over the age of 15 years can be managed if appropriate at Peninsula Health after assessment in the Emergency Department.

- Spinal or Back Conditions - can be referred to Monash Health or other provider
- Hand Surgery Conditions- can be referred to private Plastic Surgeon or other provider
- Fractures - can be referred to Fracture clinic after acceptance of referral by Orthopaedic registrar or Emergency Department for emergency care.

Minimum Referral Information Required

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

- 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, specifically **x-rays, ultrasound and MRI reports**. **Plain x-rays need to be less than 6 months old at time of referral.**

Clinic information

- Tuesday and Friday (except public holidays)
- Outpatient Area 1, Hastings Road, Frankston Hospital.

Other information

GPs are encouraged to have patients trial conservative treatment, especially physiotherapy, before referral to or while waiting to be seen in orthopaedic specialist clinic.

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