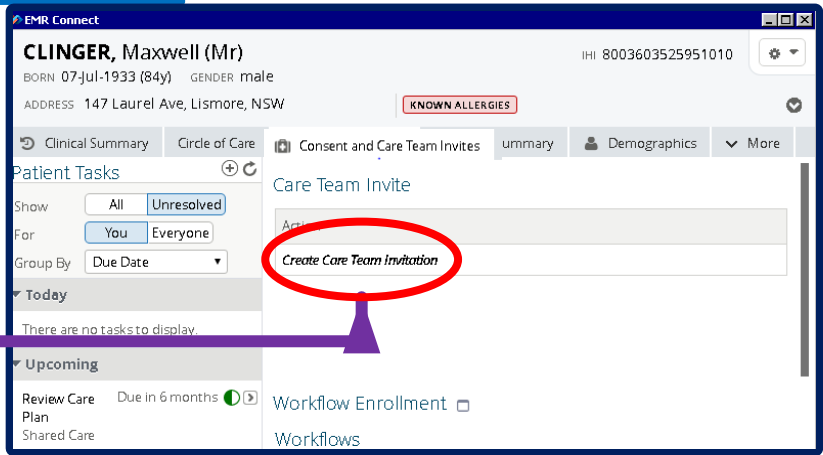


Care Plans and consent must be created prior to Care Team Invitations. The process for Care Plan upload and Care Plan creation are covered in separate QRG's. Only GPs can send invites.

1. With the patient open in GP CIS, **open EMR Connect widget and open the Shared Care Tool**
 or
Log in to the Web Portal and select the patient you want.

2. Within the Shared Care Tool, click the **'Consent and Care Team Invites' tab.**

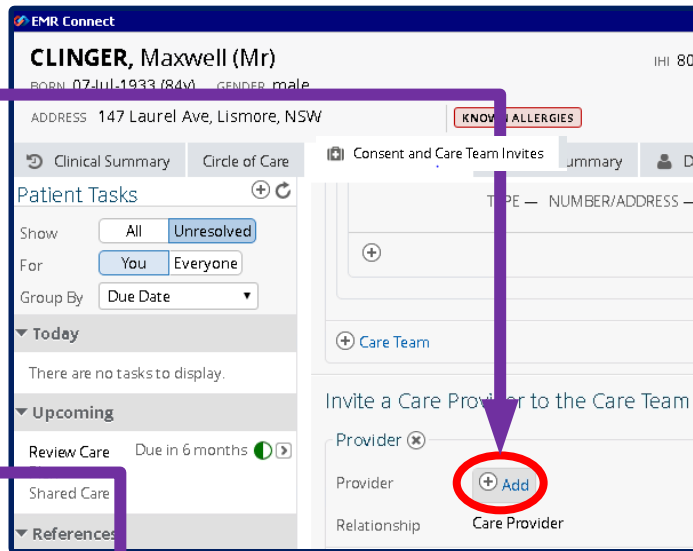
3. Click **'Create Care Team Invitation'**.
NB: Care Team Invites can only be completed when a Care Plan has previously been shared and consent box ticked. (See QRG)



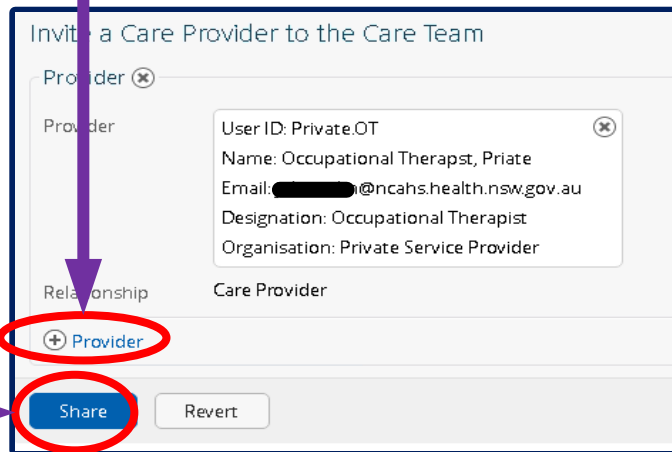
4. To invite a provider scroll to the **'Invite Care Provider to the Care Team' Section** and click the **" +Add button"**.

5. **Select a provider to invite by searching** from the list and clicking the user name.

6. If you want to **add more than one provider**, click the **+ button** next to 'Provider' and repeat above step.



7. Click the **'Share' button** to send invite/s. You should receive a notification when invite accepted.



Important Note
 Some LHD invites have changed to a service based model. The LHD Service username will be searchable from the provider list e.g. NNSWLHD.LIS.Cardiac Rehab. You may still choose to invite an individual. PSP invites remain the same.