



How to access and update patient information on the National Cancer Screening Register (NCSR)

It is now easier to access the National Cancer Screening Register (NCSR) to obtain, update and submit participant information for the National Cervical Screening Program (NCSP) and National Bowel Cancer Screening Program (NBCSP). The changes also reduce paper, fax and phone calls.

There are three ways to access the NCSR



1. The Healthcare Provider Portal



2. Your integrated clinical software



3. The Contact Centre

Information about each access method can be found [here](#)

You can use NCSR to:



check patient screening information and program status



update patient details



manage patient participation in the bowel and cervical screening programs



view patient program correspondence for bowel and cervical screening programs



create and send program forms for bowel and cervical screening programs



Option 1: Using the Healthcare Provider Portal

The Portal allows healthcare providers to communicate with the National Register in order to access patient histories and results, update details, report clinical data and order replacement bowel kits.

Healthcare providers and practice staff wishing to access participant information for the National Cervical Screening Program and National Bowel Cancer Screening Program must:

- have their own PRODA account
- and need either a *Medicare Provider Number* (MPN)
- or be a *delegate of a healthcare provider with a MPN* (for nurses or practice staff who do not have access to an MPN)
- or have a *Register Identifier Number* (STAN/RIN) (for cervical screening test providers who do not have access to an MPN).

Instructions:

An introduction to the Portal, walk-through video guides and useful links can be found at [NCSR | Healthcare Provider Portal User Guide](#). A quick-start guide is available.

A series of short videos provide step-by-step instructions for setting up and using the portal [Healthcare Provider Portal walk-through guide - 1. Introduction - YouTube](#)

Note: You may need to copy and paste links provided into Google Chrome should it fail to load in InternetExplorer.



Option 2: Integration with Best Practice and Medical Director

Healthcare providers can now access patient histories and screening results, update details, report clinical data and order replacement bowel kits seamlessly from within clinical software. If you have Best Practice Saffron January 2021 or Medical Director V4.0 August 2021 you will now be able to interact directly with the Register. (Communicare V21.2.5 is under development)

An introduction and a short animation can be viewed at [NCSR | Healthcare providers accessing participant data through the NCSR](#)

Instructions:

You will need to:

- Register your organisation for Clinical Information System integration, and
- Enable NCSR Hub functionality within your software.

i) Registering your organisation: For step-by-step instructions on registering your organisation and accessing patient information go to [NCSR | Clinical Information System Registration Guide](#). A quick start guide is also available.

ii) Enabling NCSR Hub functionality: Refer to your vendor's support material using the links provided on the above page, [click here](#)

Best Practice: Refer to the Best Practice Premier Knowledge Base. This can be accessed within Best Practice by selecting the Help menu.

Medical Director: Refer to the Medical Director online help. This can be accessed within Medical Director by selecting the Help menu.



Option 3: NCSR Contact Centre

You can continue to call the Contact Centre on **1800 627 701** to communicate with the National Register or manage your participant's details. (Hours of Operation: 8am to 6pm)

Fax:

Cervical Screening: 1800 627 702

Bowel Screening: 1800 115 062

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