NSW Health Pathology NEW Test Catalogue FAQs



Find answers to the most common questions about our new statewide NSW Health Pathology (NSWHP) Test Catalogue.

What is the NSWHP Test Catalogue

- Our NSWHP Test Catalogue is an online directory, a single source of truth for all testing information, collection and processing instructions, and billing details for the thousands of tests performed at all of our laboratories.
- It also includes referral tests that are not performed by NSWHP and sent to our partner laboratories.
- It streamlines and standardises our testing information into one online space that can be accessed from anywhere at any time, from any device with an internet connection.
- Developed in collaboration with subject matter experts to meet all NATA accreditation requirements, all the information is validated, accurate and reliable.
- It includes enhancements not seen before including:
 - Patient information fliers (PDFs) associated with specific tests can be printed or emailed directly to their patients or clinicians.
 - Direct links to Pathology Tests Explained.
 - Direct links to the MBS Online.
 - Our interactive pathology request form.

Why do we need a Statewide Test Catalogue?

- A single, Test Catalogue delivers better patient care and safety, time and cost savings and supports excellence in clinical and justice settings.
- Using one Test Catalogue makes it easier for you to access consistent and reliable testing and collection information at any time, no matter where you are.
- You will get the answers you need, and patients will receive the right advice and the best care.

How do I access the NSWHP Test Catalogue?

The Test Catalogue can be accessed by NSW Health Staff with a @Health email address on any computer or device that has access to the internet. When staff share a work computer, the Test Catalogue can be accessed in the same ways.

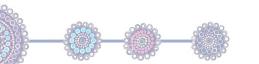
The Test Catalogue can be accessed in the following ways:

- Go directly to https://catalogue.pathology.health.nsw.gov.au and log in with your NSW @Health email address.
- From your LHD intranet. We have provided a banner and direct links for your LHD Communications teams to update your intranet pages.

Remember to log in with your NSW **@Health** email address to access the full functionality available.

• Use this QR code to go directly to the <u>NSWHP Test Catalogue.</u>







Can I access the NSWHP Test Catalogue without logging in?

If you do not log in as a NSW Health User and continue as a "Guest", you will have limited access to available functions.

Remember to set your "Preferences" in your profile in the top right corner to sort your searches by locations closest to you. This will show the closest NSWHP laboratory that can provide the service you need.

What learning resources are available?

We've developed a variety of learning resources to help you familiarise yourself with our test catalogue.

• Tutorial videos

Nine videos are available via the <u>HETI My Health Learning</u> portal. To find them search for "NSWHP Test Catalogue" or "Test Catalogue". Each bite-sized video covers a different aspect of how to use our NSWHP Test Catalogue, so you can jump straight to the topic you want.

These videos are also available on the <u>NSWHP Test Catalogue home page</u> under "Training Resources".

• User guide

A comprehensive user guide is available from the <u>NSWHP Test Catalogue home page</u>. This user guide navigates through all aspects of the Test Catalogue with screenshots to follow for easy reference.

How do I search for my required test?

Enter the test name or synonym into the search bar and press enter or the search icon. Remember you can opt to search by either 'Starts with' or 'Contains'. You can search using the first few letters of the test name to generate suggestions or click 'ENTER'.

If you have set a postcode and LHD area in "Preferences", the list of tests will be sorted by locations closest to you.

What do I do if I need some help using the Test Catalogue?

Email the support team via **<u>NSWPATH-TestCatalogue@health.nsw.gov.au.</u>**

What billing information is displayed under the Billing Details tab available in the test catalogue?

- For MBS rebatable tests, the MBS item number will display, and you can click on the item number to access MBS Online for the latest item schedule costs and associated notes. Local service agreements are independent of this information.
- For non-MBS rebatable test, the out of pocket fee and NSWHP item number will display when relevant.
- If the fee is not available, please contact the testing lab for information.
- For costs related to clinical trials or for research purposes, please contact your local pathology clinical trial coordinator or business liaison/development officer.

What do we do if the system goes down?

In the unlikely event of a system outage please temporarily contact your local pathology laboratory if you have any testing queries.

If you notice a system error during business hours use the "Contact Us" link on the <u>NSWHP Test</u> <u>Catalogue home page</u>.

Want more information, help or to contact us?

If you have any other questions or would like more information about our NSWHP Test Catalogue, please get in touch with our support team by clicking on the "Contact Us" link located at the bottom of the home page.

