 A black background with white text

Description automatically generated

**CALGARY COPD & ASTHMA PROGRAM (CCAP) – Community Education**

**HOW TO MAKE A REFERRAL IN CONNECT CARE**

Adult patients that require respiratory education in the community who are diagnosed with asthma, COPD or smokers at risk. Any further inquiries or need assistance with making a referral please contact **587-779-2068.**

1. Enter a new Order
2. Find & select patient
3. At the bottom left **+ ADD Order**, type in **Ambulatory Referral to Pulmonary/Respiratory**. Enter and Accept

A picture containing graphical user interface

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1. The order composer pops up, fill out the following. All hard stops must be completed.

A screenshot of a computer

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By Provider: Your name

To Dept: **Calgary Zone CCAP CAT**

Reason: Select appropriate reason e.g. Asthma

Comments: Type over the 3 dots e.g. Patient needs education for asthma management

Referral Date: today’s date

1. Accept
2. Sign Order (bottom right hand side) – select your name. If you are not able to be the Authorizing Provider, enter **External – Allied Health**
3. Accept
4. Notification to your inbasket that CCAP received your referral
5. Notification to your inbasket to cosign order.