# WHAT TO EXPECT:

# YOUR ONBOARDING CHECKLIST

## 1. Your Practice Details

☐ Using the file provided, send your practice details to your Onboarding Manager as soon as possible.

## 4. Request MIMS and your Tyro Terminal

☐ Link your MIMS prescribing subscription.

☐ Request your Tyro payment terminal, if applicable to you.

## 3. Explore Secure Messaging

☐ Organise which secure messaging service you will use. Subscribe to the service to safely send patient-related letters.

## 2. Submit your Medicare forms

☐ Speak to your Onboarding Manager to confirm the required Medicare forms and the right time to submit them.

## 5. Training

☐ Your Onboarding Manager will organise, tailor and facilitate training sessions for you and your staff.

## 6. Optimise Your Practice

☐ Log in to Clinic to Cloud

☐ Advise pathology and imaging providers of your software change.

☐ Link your scanner

☐ Link your Tyro terminal.

## 5. Enhance Your Experience

☐ Define your favourites

☐ Configure consults

☐ Set up appointment reminders

☐ Set up Patient Portal

☐ Download Doctor App

## Your Start Date

### Congratulations!

You've made it! Your Start Date is the very first day you'll be seeing patients as a Clinic to Cloud practice. Download your Start Date manuals from the Clinic to Cloud Help Centre.