



NCIS GUIDE

HIS Matching

1 Background

NCIS is the National Cancer Information System. Each hospital using NCIS will have an interface with their patient administration system (PAS). This allows identification and demographic data to be transferred electronically from the local PAS system into NCIS. To allow for this transfer onto NCIS, a Master Patient Index (MPI) has been created. The information from each local PAS system is transferred into this repository of patient demographic data. Then, when an NCIS patient record needs to be created, the user searches the NCIS MPI to retrieve the data. This allows the user to search for a patient across multiple hospitals and establish the patient's longitudinal record.

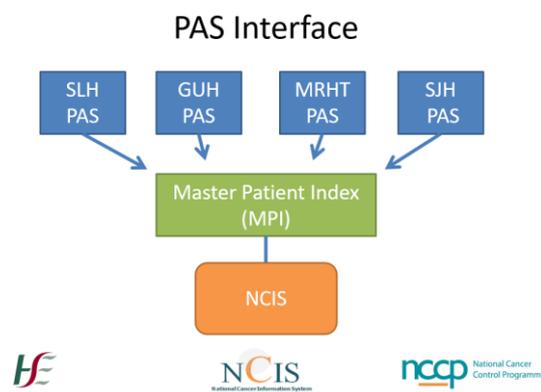


Figure 1. Flow Diagram of PAS interface with NCIS

Once a patient is registered onto NCIS any changes to the patient details on PAS will not automatically update on NCIS. To update NCIS with the change on PAS, HIS matching is required. Additional permissions are available to the appropriate users (e.g. local NCIS administrators and case managers) which allow them to apply HIS matching. This step is manual so as to allow the user to double check that the correct information is being transferred from the hospital's PAS to NCIS via the MPI.

HIS matching may be required if:

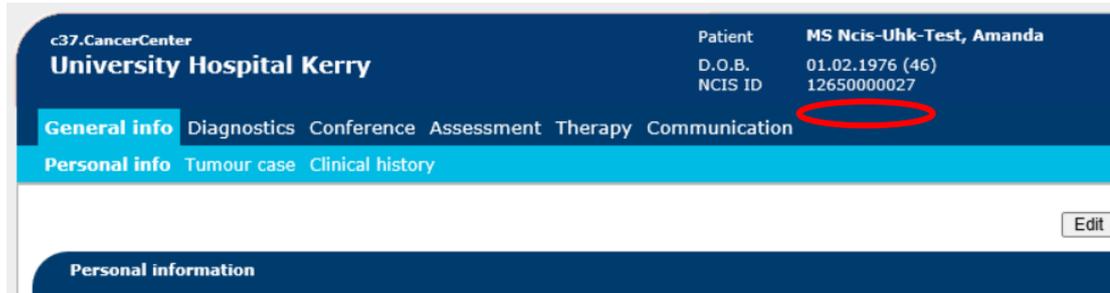
- The patient's personal details are updated in the local hospital patient administration system (PAS) and these changes need to be updated in NCIS e.g. change of address, telephone number
- The patient's first name, surname, date of birth or gender has changed, causing the NCIS record to no longer be linked to the local patient ID from the hospital PAS.

This guide explains the step-by-step process to perform HIS matching on an NCIS patient record.

2 HIS Matching

2.1 How to HIS Match in NCIS.Chart

The process to identify PAS changes requiring an update in NCIS record, needs to be agreed locally. If the record has become unlinked in the MPI due to a change on PAS system then the local ID will disappear on patient record.

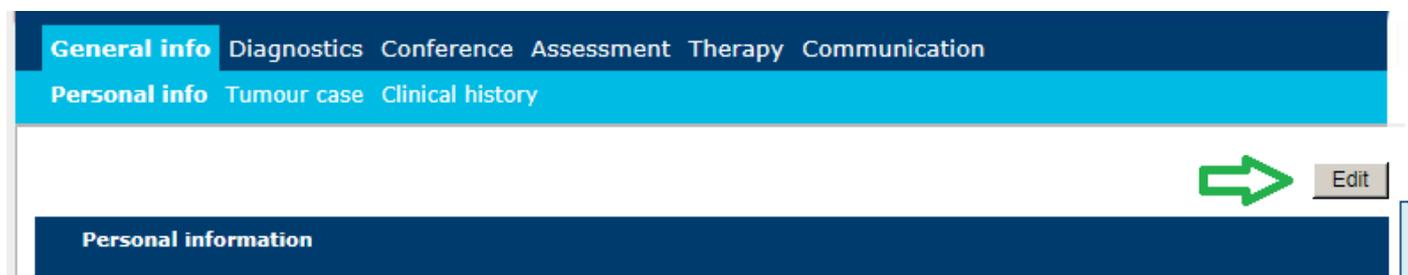


If HIS Matching is required on a patient record, the following steps need to be followed:

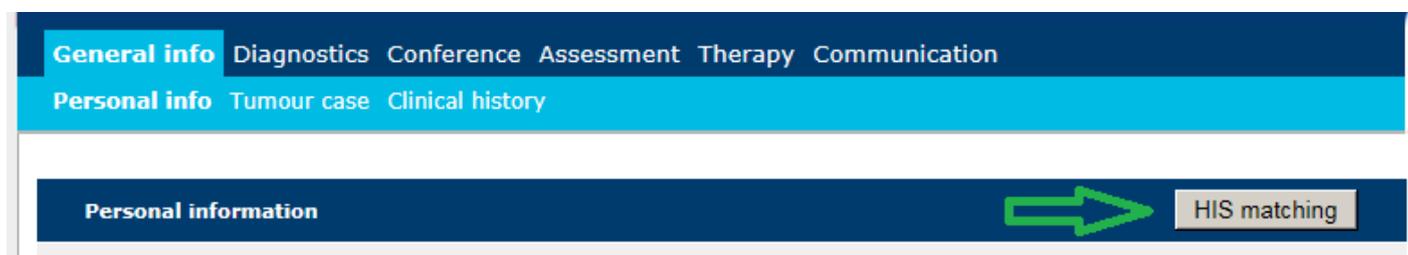
- 1: Open the tumour case of the patient in NCIS
- 2: Click on the personal info screen



- 3: Click on the edit button



- 4: Click on the HIS matching button



5: A HIS matching screen is then made available to match the patient record to the expected record.

HIS matching

Personal information of the current patient in the tumour documentation

NCIS ID	Hospital ID	Name	Date of Birth	Gender	Address	Telephone	Mobile
12655000071		LINKTEST, FREDDY	03.04.1982	male		08654657	

List of patients found in the HIS

Filter
 Surname First name Surname at birth Date of Birth Gender

No patients with similar general information were found

6: Enter the updated patient details and click “New Search” to find the patient record to match. This should include the patients

- First Name
- Surname
- Date of Birth

HIS matching

Personal information of the current patient in the tumour documentation

NCIS ID	Hospital ID	Name	Date of Birth	Gender	Address	Telephone	Mobile
12655000071		LINKTEST, FREDDY	03.04.1982	male		08654657	

List of patients found in the HIS

Filter
 Surname First name Surname at birth Date of Birth Gender

NCIS ID	Hospital ID	Name	Date of Birth	Gender	Address	Telephone	Mobile
192173		LINKTEST, FREDDY	03.04.1983	male		08654657	

7: Choose the matching record that needs to be HIS matched

HIS matching

Personal information of the current patient in the tumour documentation

NCIS ID	Hospital ID	Name	Date of Birth	Gender	Address	Telephone	Mobile
12655000071		LINKTEST, FREDDY	03.04.1982	male		08654657	

List of patients found in the HIS

Filter
 Surname First name Surname at birth Date of Birth Gender

NCIS ID	Hospital ID	Name	Date of Birth	Gender	Address	Telephone	Mobile
	192173	LINKTEST, FREDDY	03.04.1983	male		08654657	



8 The system will then display the old and the new value that will be updated.

Preview HIS matching

The entries in the HIS system and c37.CancerCenter appear to differ; please select the fields to be transferred.

Field	current value	new value from HIS
Date of birth	03.04.1982	03.04.1983

9: Click the Save to approve the new matching record and then Click Ok

Preview HIS matching

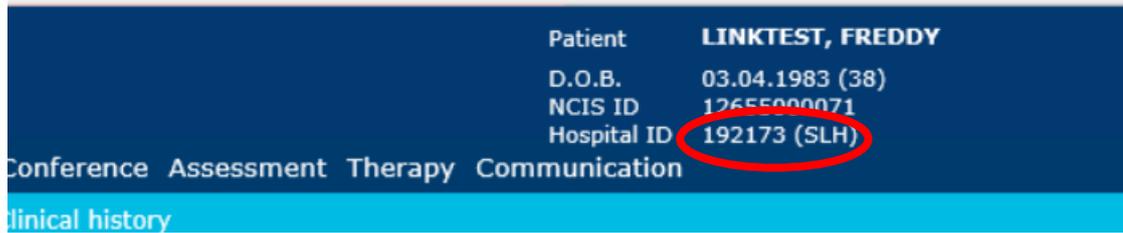
The entries in the HIS system and c37.CancerCenter appear to differ; please select the fields to be transferred.

Field	current value	new value from HIS
Date of birth	03.04.1982	03.04.1983

Message from webpage

Transfer basic information from HIS for the current patient?

10: The patient record should be HIS matched and the local patient identifier now displaying in NCIS.Chart.



Note:

- ***You must verify that the correct patient details are appearing before you execute the HIS matching process in NCIS.***
- **If GP details are updated and HIS matching is preformed it will update but currently it is not displaying on the HIS matching apply list popup.**