

Important Information
ACTION REQUIRED**F.O.A. All referring Dentists**
Sent to practices via emailEmail england.cmdental@nhs.net30th January 2016

Dear Colleague

Re: On Line Referral Management System (RMS) for Primary Care Orthodontics

As you are aware NHS England – Cheshire & Merseyside commissioned in October 2016 an Orthodontic RMS that enables all orthodontic referrals from primary care dental providers to be processed along a common referral pathway.

The paper form currently being used on the system from 1st October 2016, will be replaced by an electronic form from 6th February 2017 with the Dental Referral Management Centre (FDS Consultants) providing the referral service infrastructure. FDS Consultants will undertake an administrative assessment of referrals to ensure that the minimum data set is completed. The referral form to be used for the service has been produced and agreed in partnership with the Orthodontic Transitional Managed Clinical Network (OTMCN).

In order to maximise the efficiency of the Orthodontic RMS service the OTMCN have produced a set of Orthodontic Referral Guidance to assist all referrers in using the electronic form. The guidance will also be available for easy reference on the website.

All practices should refer using the electronic online referral process as detailed in the letter which will be sent to you shortly from the Dental Referral Management Centre (DRMC). You will need to follow the instructions within the letter and register online for your log-in via the website at www.dental-referrals.org under the section for Cheshire and Mersey; or you can access the form directly here:

<https://www.dental-referrals.org/dentists/sign-up-to-veridial/>

If you are unable to register online for any reason then please complete the information requested in their letter as soon as possible and return to:

Dental Referral Management Centre
Unit 6 Stannian Fold
Pool Lane
Lymm
Cheshire WA13 9AB

Or alternatively you can email this to **d.referrals@nhs.net**

The system enables practices to enter referral data directly online, upload radiographs, letters, or any other materials to the system. The online system enables postcode look up for patients and GPs making the referral process even faster. It should be noted that Practices using the electronic referral system to refer patients will not require a physical N3 connection, nor will they

need NHS NET mail, however all practices are always encouraged to register for an NHS Net account to support secure communications with other NHS users. You may want to visit www.dental-referrals.org in the meantime to familiarise yourself with the process and view the training guides and videos.

The new system enables you and your patient to easily track your referrals online as well as providing a single address for all referrals into primary and secondary care.

We will be providing additional information on this website as it becomes available, including a detailed directory of services for you and your patients.

Please note however that utilisation of the electronic referral management system is mandatory and providers of services will not be able to accept your referral via any other route.

If you have any queries please contact the Referral Management Service using the contact details above.

Yours sincerely

**Orthodontic Steering Group
NHS England – North (Cheshire & Merseyside)**