



How to issue a bowel cancer screening kit



1. Integrate your Patient Information Management System (PIMS) with the National Cancer Screening Register (NCSR). If you need help to do this, contact the NCSR on **1800 627 701**.

Please note: If your PIMS is not compatible with the NCSR you can still issue kits by logging into the Healthcare Provider Portal directly.

2. Log into the National Cancer Screening Register (Healthcare Provider Portal) using either your:

- Provider Digital Access (PRODA) account (if you don't have one, follow the steps online to make a [PRODA account](#))
- Medicare Provider Number or
- State and Territory Access Number / Register Identifier Number (STAN/RIN)

2. Search the community members name in the portal

3. Select 'choose a form – Alternative Access Model (issue/re-issue kit)'

4. Confirm community member details and update if required (including healthcare provider details)

5. Select reason for issuing kit (e.g. initial kit, replacement kit)

6. Review the Participant Details Form

7. Submit and print the Participant Details Form and ask the community member to:

- ✓ complete the dates they collect their samples
- ✓ sign the form
- ✓ put the form and completed samples in the reply-paid envelope

