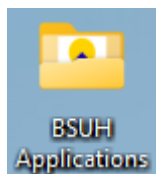


INTERNAL CLINICAL REFERRALS – VIEW YOURS

Internal Clinical Referrals are managed within the Bamboo platform.

To view your own raised Referrals, you need to access Bamboo, whether you are a Panda user or an Affinity user.

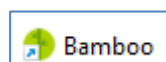
Double-click the **BSUH Applications** folder on your desktop



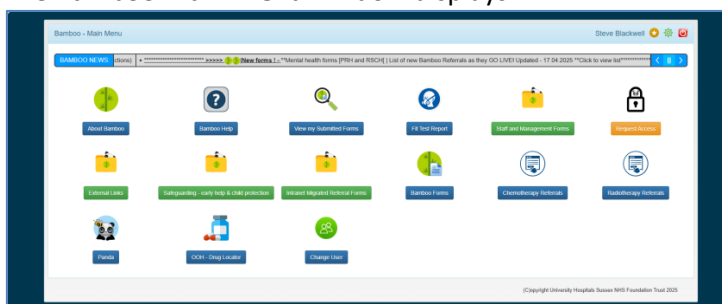
The **File Explorer** window displays:

Name	Date modified	Type	Size
Bamboo	09/02/2024 17:21	Shortcut	3 KB
Careflow Connect Web	23/05/2023 14:08	Shortcut	2 KB
CFC Business Continuity	09/02/2024 17:21	Shortcut	3 KB
CMM EPMA East	09/02/2024 17:21	Shortcut	3 KB
Dendrite intellect	16/04/2024 13:53	Shortcut	3 KB
Estates-Log a Call	20/01/2025 09:38	Shortcut	3 KB
Flow Manager	13/03/2023 12:21	Shortcut	3 KB
FSI Login	20/01/2025 09:38	Shortcut	3 KB
G2 Patient Letter Finder	10/05/2023 23:35	Shortcut	3 KB
Medusa	09/02/2024 17:21	Shortcut	4 KB
Patienttrack	09/03/2022 15:39	Shortcut	3 KB
Prescription Tracking System	09/02/2024 17:21	Shortcut	4 KB
PRH Navenio	09/02/2024 17:21	Shortcut	3 KB
RCViewer	14/02/2024 14:41	Shortcut	2 KB
Real Time Bed State	15/02/2024 10:09	Shortcut	3 KB
R-Roster Web	09/02/2024 17:21	Shortcut	3 KB
RSCH Navenio	09/02/2024 17:21	Shortcut	3 KB
SpeechReport Administration	15/02/2024 09:52	Shortcut	3 KB
Symphony	14/02/2024 14:47	Shortcut	3 KB

Double-click the **Bamboo** row



The **Bamboo Main Menu** window displays:



Click on the **View My Submitted Forms** icon

View my Submitted Forms

The **My Submitted Forms** window displays:

Form Details	Patient ID	Last Update	Documents	Notes	Actions
Dietetics - Adult Inpatient Dietitian Referral (RSCH, PRH, WOR, SRH) Created on 26Jun/2025 14:35:56 Form Status: Pending Review	3755124	26/06/2025 15:07:25 BSUHSteve.Blackwell			View Form
TEST - Auto test 1 - (Sussex Eye Hosp) Created on 25May/2025 11:19:12 Form Status: Completed	3755124	23/05/2025 12:41:22 BSUHSteve.Blackwell			View Form

Select Form	To search for a single Referral Form type
Search	To search for a patient by their Medical Record Number (MRN)
Date Range	To search within a date range

Note: you can combine these search terms to reduce your results:

My Submitted Forms Steve Blackwell

Please enter a date range below if required and click 'Search'. A list of all the forms you have completed will be displayed.

Select Form: Dietetics - Adult Inpatient Dietitian Referral (RSCH, PRH, WOR, SRH)

Search: 3755124 ☐ Only show forms with attached documents Records: 1

Date Range: 27/04/2025 to 27/06/2025 Search

Form Details	Patient ID	Last Update	Documents	Notes	Actions
Dietetics - Adult Inpatient Dietitian Referral (RSCH, PRH, WOR, SRH) Created on 26/Jun/2025 14:36:56 Form Status: Pending Preliminary Investigations	3755124	26/06/2025 16:27:25 BSUHSteve.Blackwell			View Form

Return to System Menu (C)copyright University Hospitals Sussex NHS Foundation Trust 2025

It is possible from this screen to click on a patient's ID to open up their record

Staging/Status and relevant Notes

Click on the relevant Referral row's Notes Speech Bubble



The **Notes** window displays:

Dietetics - Adult Inpatient Dietitian Referral (RSCH, PRH, WOR, SRH)

Creation Details	Notes
BSUHSteve.Blackwell 26/06/2025 14:36:56	Pending Review

Save Comments

The Date/Time of the entries display alongside notes which may consist of free text notes, giving context, and Statuses, with the most recent at the bottom.

To add further comments during the staging process, type in your note then click **Save Comments**

Save Comments

The new comment has now been added to the **Notes** table:

Dietetics - Adult Inpatient Dietitian Referral (RSCH, PRH, WOR, SRH)

Creation Details	Notes
BSUHSteve.Blackwell 26/06/2025 14:36:56	Pending Review
BSUHSteve.Blackwell 26/06/2025 15:07:25	Oh I forgot to say we were considering using Nutris Clear but haven't got any in stock.

Save Comments

No notifications occur when the requester, or the department managing the referral, add comments. Staff have to select the Speech Bubble, to know new comments have been added.

Click the **Close** button, to return to the list underneath

Close

The **Notes** window closes enabling selection of further referrals data:

Select Form: Dietetics - Adult Inpatient Dietitian Referral (RSCH, PRH, WOR, SRH)

Search: enter MRN No. ☐ Only show forms with attached documents Records: 1

Date Range: 01/06/2025 to 26/06/2025 Search

Form Details	Patient ID	Last Update	Documents	Notes	Actions
Dietetics - Adult Inpatient Dietitian Referral (RSCH, PRH, WOR, SRH) Created on 26/Jun/2025 14:36:56 Form Status: Pending Review	3755124	26/06/2025 15:07:25 BSUHSteve.Blackwell			View Form

Viewing the Referral itself

Click on the relevant **View Form** button

[View Form](#)

The **View Record** window displays:

Dietetics - Adult Inpatient Dietitian Referral (RSCH, PKH, WOR, SRH)			
Email *	<input type="text"/>	(if applicable)	<input type="text"/>
Telephone *	<input type="text" value="test@gmail.com"/>	Bed (if applicable)	<input type="text"/>
Gender	<input type="text" value="Female"/>	Address *	<input type="text" value="12 College Terrace, Brighton, BN2 0EE"/>
Referring Clinician			
Name *	<input type="text" value="Steve Blackwell"/>	Role *	<input type="text" value="IT Trainer"/>
Consultant Name *	<input type="text" value="Jonathan Davies"/>	Ward Phone / Ext / Bleep *	<input type="text" value="x54569"/>
Clinical Details			
Reason for Referral *	<input type="text" value="Oral nutritional support"/>		
Please give further details about answer above *	<p>THIS REFERRAL IS FOR IT TRAINING GUIDE SCREENSHOTTING</p> <p>Advice and Guidance for this patient who has difficulty in swallowing.</p>		
Nil by Mouth *	<input checked="" type="radio"/> Yes <input type="radio"/> No		
MUST SCORE *	<input type="text" value="1 (ensure 3 days of food charts have been cor"/>		
		Is the Patient on a Texture Modified Diet? *	<input checked="" type="radio"/> Yes <input type="radio"/> No

Click the **Close** button, to return to the list underneath

Close

The **View Record** window closes enabling selection of further referrals data:

Select Form

Dietetics - Adult Inpatient Dietitian Referral (RSCH, PRH, WOR, SRH)

Search

enter MRN No.

☐ Only show forms with attached documents

Date Range

01/06/2025

26/06/2025

Records : 1

Search

Form Details	Patient ID	Last Update	Documents	Notes	Actions
Dietetics - Adult Inpatient Dietitian Referral (RSCH, PRH, WOR, SRH) Created on 26/Jun/2025 14:36:56 Form Status: Pending Review	3755124	26/06/2025 15:07:25 BSUH/Steve Blackwell			View Form

Click the **Return to System Menu** text, bottom-left

[Return to System Menu](#)

The **Bamboo Main Menu** screen displays:

Bannockburn - Main Menu

Steve Blackwell

Search:

xxxxxx **New Summa L...** "Mental health forms [PRH and RSCHE] [List of new Bannockburn Referrals as they GO LIVE] Updated - 17 04 2005 "Click to view list"

About Bannockburn

Bannockburn Help

View my Submitted Forms

I4 Test Report

Staff and Management Forms

Registered Access

External Links

Safeguarding - early help & child protection

Internet Migration Technical Forms

Bannockburn Forms

Chemotherapy Referrals

Radiotherapy Referrals

People

OCR - Drug Locator

Change User

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