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# Patient Card



# What's in this Guide?

Content





## What are Patient Cards?

- Patient Cards create a rich, contextual workspace for managing communication and collaboration about a patient record. They help clinical teams work efficiently by bringing together key information—such as clinical notes, files, media, and team conversations—in one central location. This improves visibility and reduces the need for fragmented or duplicate communication.
- Patient Cards can be created manually within Foxo or automatically populated through integration with your clinical system, supporting seamless workflows and reducing data entry.
- They can be attached to Messages, shared in Teams to facilitate multidisciplinary team communication, or sent as a Case into a Team for action and follow-up.



## Key Benefits

- Reduce communication silos by consolidating all patient-related data and discussion in one place
- Improve care coordination across your teams
- Enhance efficiency through real-time updates, tagging, and media sharing
- Maintain a complete activity history with a built-in audit log

Messages

Me Patient: editor

**Patients**

Cases

Teams & Organisations

Medico Group

Radiologists

Referrer Concierge

Registrars

Invite to Foxo

Install Desktop App

foxo

Filter Patients

All

Kate Killop

John Doe

Lung biopsy

Luke Fletcher

Refer patient

John Test

Missing report

Archive 2 Mark Read Restore

Kate Killop

Primary Carer Amy Stuart

Patient Information

Name Kate Killop

Gender Female

DOB 10 Oct 1966

Contact Phone 0448334586

Clinical Information

Media

Activity log

Tags

Review Later

Users with access

Clinical Notes

Add a note or @mention

Adam Morris 27 Nov 2023, 2:13 PM

Adam Morris 27 Nov 2023, 2:13 PM

Amy Stuart 12 Jun 2023, 2:48 PM

Amy Stuart 12 Jun 2023, 2:12 PM

Sarah Hillmann 12 Jun 2023, 2:11 PM

Upload

Add Tag

Options

Print, Leave, Archive or Copy the Patient Card here

Clinical Notes

Add notes, record audio or @mention to share the Patient Card with others for rapid real-time discussion and collaboration

Media

Any user with permissions can add files

Audit Log

Comprehensive activity log including timestamps and permission

Tags

Add tags to categorise and filter patients under 'All' (top left under 'Filter Patients')

Permission Management

View and manage permissions

**Patient list & management**  
Hovering over the patient's name will display a checkbox to manage your patient list (bulk archive, mark as read etc).

**Primary Carer**  
Owner of the Patient Card

**Patient Demographics**  
Populated manually or by system integration

**Media**  
Any user with permissions can add files

**Audit Log**  
Comprehensive activity log including timestamps and permission

**Tags**  
Add tags to categorise and filter patients under 'All' (top left under 'Filter Patients')

**Permission Management**  
View and manage permissions



## 👉 Manually create a Patient Card in Foxo

1. Select the **Patients** menu item, then select the **plus icon**
2. Complete the Patient demographic and Clinical information (optional)
3. Click in **Show more** to expand more data fields
4. You now have two options:
  - a. Create the Patient Card
  - b. Send Patient directly to a Team (tick the 'Send Patient to Team' checkbox).

Search Foxo

Me Private notes

Patients

Cases

Teams & Organisations

MediCo Healthcare

General

Patient Chat

Referrer Concierge

Invite to Foxo

foxo

New Patient

First Name \* required

Last Name \* required

Gender Unspecified

Date of Birth required

Day Month Year

Enter Date

SHOW MORE

Clinical Information

Provider Number

You currently don't have any clinical locations with a provider number. [Add a location](#)

☐ Send Patient to Team

Reset Create

## Option A: Create a Patient Card

From here, you can:

- Add clinical notes
- Share it with other individuals by @mentioning them in the Clinical Notes.

*Note: This will give them access to the Patient Card and the ability to add comments*

- Record a voice note
- Create a Case and send to a Team
- Add tags to categorise
- Manage access permissions

The screenshot displays the 'John Doe' Patient Card interface. At the top, there are three buttons: 'Refer', 'Handover', and 'Create Case'. Below these is a 'Last Change: just now' status. The 'Primary Carer' is listed as 'Adam Morris'. The 'Patient Information' section includes fields for Name (John Doe), Gender (Male), and DOB (12 Dec 1966). The 'Patient Identifiers' section shows 'ABC : 12345'. The 'Clinical Information' section has a text input field with 'Lung biopsy'. The 'Media' section shows a thumbnail of a medical scan. On the right side, the 'Clinical Notes' section is visible, showing a note from 'Adam Morris' dated '28 Nov 2023, 3:31 PM' with a play button icon. There are also icons for smiley face, microphone, and checkmark.

## Option B: Send Patient directly to a Team

Ticking the checkbox, enables the Case section where you can select the Team, you'd like to send the Patient Card to. Add a Case Subject and description (optional), attach files (optional) and prioritise as Normal, High or Urgent.

A member of the receiving Team can claim the Case and engage in a 1:1 conversation with you via the Case Chat. They will get access to the Patient Card and are able to add Clinical Notes and media.

The screenshot shows a mobile app interface for sending a patient card to a team. At the top, a pink-bordered box contains a checked checkbox labeled "Send Patient to Team". Below this is a team selection card for "Radiologists of Medico Group", which includes a team icon, a close button, and a "Select Teams" button. The card also shows "3 members" and "1 open case". Underneath the team card is a text input field with "Missing report" and a larger description field with "Please provide asap". Below these fields are three priority buttons: "Normal" (light blue), "High" (yellow), and "Urgent" (red). Further down is an "Attach Media" button. At the bottom of the form are two buttons: "Reset" and a larger blue "Create" button.



## 👉 Send Patient Card to Foxo via system integration (if applicable)


In your clinical system, look out for the ‘Send to Foxo’ icon.

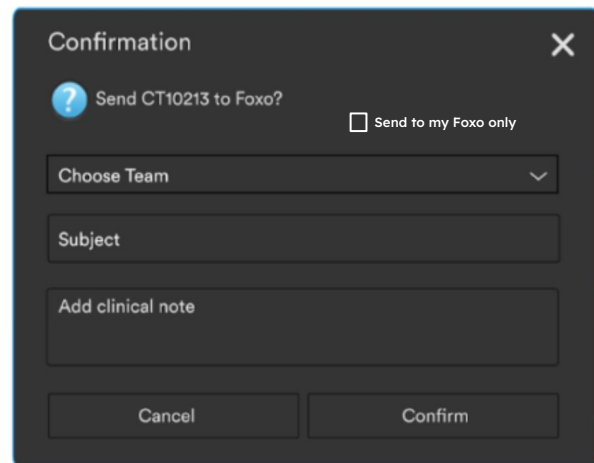
*Note: The availability and location of the Foxo button may vary depending on the clinical system and the specific integration.*

Once clicked, you might have two options\*:

1. **Send to my Foxo:** This will send patient data to your patient list under the Patient menu (see *Option A above*)
2. **Send to Team:** This will send the patient data via a Case with the Patient Card attached to a Team (see *Option B above*).



 Send patient data to Foxo



Confirmation

Send CT10213 to Foxo? ☐ Send to my Foxo only

Choose Team

Subject

Add clinical note

Cancel Confirm

## Help Hub

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 [App.foxo.com](http://App.foxo.com)

 [hello@foxo.com](mailto:hello@foxo.com)

 [foxo.com/ios](https://foxo.com/ios)

 [foxo.com/android](https://foxo.com/android)