

# Consent Options With MJog Presented by the MJog Training Team February 2018

## How Can MJog Help?

MJog has been designed with flexible built in options, that allow you to manage your Consent the way that you have chosen as a Practice.

	A	B	C
1	Patient Number	Text	
2	137	In	
3	145	out	
4	158	In	
5	164	In	
6	178	In	
7	184	out	
8	187	out	
9	224	In	
10	265	In	
11	300	In	
12	301	In	
13	369	out	
14	388	In	
15	390	In	
16	396	In	
17	422	out	
18	502	out	
19	507	In	
20	513	In	
21	519	In	
22	561	In	
23	567	out	
24	583	In	

Emis

	A	B	C
1	NHSNumber	Text	
2	6991934647	In	
3	9905485064	out	
4	8860854240	In	
5	8946703387	In	
6	8946767882	In	
7	8803254415	out	
8	9528857812	out	
9	8575393271	In	
10	6697757005	In	
11	7852745607	In	
12	8686005014	In	
13	1964987327	out	
14	7402369857	In	
15	7112959260	In	
16	8570251041	In	
17	7014587179	out	
18	6844458610	out	
19	5683097448	In	
20	9469584238	In	
21	9024416064	In	
22	7000349411	out	
23	9743728069	In	
24	6465081280	In	

TPP

## Adding Patients who have already Consented

- You may have already been gathering Consent and have a record of this in your PAS.
- You can export this information to a CSV file, which can then be imported in to MJog.
- The format of the CSV will depend on your PAS

## MJog Settings



Home / MJog Settings

Messages

Opt In/Out

Appointments

Friends and Family

Demographics

Administration

### Opt In/Out Preferences

Opt clinics/resources in or out and patient preferences



Change the clinic opt in/out preferences



Change the patient opt in/out preferences



Bulk change the patient opt in/out preferences



Change the MJog consent options

## How to bulk change Consent preferences

- Change my messages and other settings ->
- Opt in / out
- Bulk change the patient opt in / out preferences

## Bulk Update of Consent Details

[Home](#) / [Change Settings](#) / Bulk Update of Consent Details

### Bulk Update of Consent

Choose a CSV file that contains the following fields then click 'Upload':

Note: Delivery methods can be skipped (not set) by leaving them blank as in the example in row three (patient 11148).

- Patient ID
- Text
- Email
- Voice
- VoiceToMobile

For example:

```
Patient ID,Text,Email,Voice,VoiceToMobile
10093,In,Out,Out,Out
12421,Out,In,In,In
11148,In,,,
```

Choose file No file chosen

Upload

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## How to import the CSV file

- Select the 'Choose File' button on the bottom left and browse to the file.
- Click 'Upload'

## MJog Settings



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### Opt In/Out Preferences

Opt clinics/resources in or out and patient preferences

   [Change the clinic opt in/out preferences](#)

 [Change the patient opt in/out preferences](#)

 [Bulk change the patient opt in/out preferences](#)

 [Change the MJog consent options](#)

## How to access MJog Consent options

- Change my messages and other settings ->
- Opt in / out
- Change the MJog consent options

## Consent Options

[Home](#) / [Change Settings](#) / [Consent Options](#)

### Currently using Implied Consent

Patients are automatically opted in and must be explicitly opted out of receiving messages.

Text Messages



Can send to (100%)  
Cannot send to (0%)

### If you switched to Explicit Consent

New patients would be automatically opted out and must be explicitly opted in to receive messages.

Patients previously opted in by default (because of the use of Implied Consent) would be opted out. Patients explicitly opted in would remain opted in.

Text Messages



Could send to (0%)  
Could not send to (100%)

### Switching consent mode

You can switch MJog from **Implied Consent** to **Explicit Consent** using the following option:

⚠ Before switching to Explicit Consent, it is strongly recommended to send a campaign to all patients asking for their Explicit Consent (to opt in) to increase the number of opted in patients. Once you switch to Explicit Consent, you can only contact those patients explicitly opted in!

[View help on requesting patient Opt In consent.](#)

**Please note:** switching consent modes can take many minutes to complete!

I acknowledge that switching consent modes can significantly alter the number of patients MJog can contact (please check the above graphs for details).

[Switch to Explicit Consent](#)

# MJog's Consent mode

This screen allows you to select 'Implied consent' or 'Explicit consent' mode.

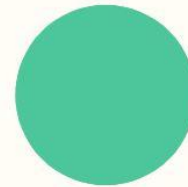
# Easy view of Patients Consent

## Currently using Implied Consent

Patients are automatically opted in and must be explicitly opted out of receiving messages.

This pie chart will display the percentage of your patients that you can contact now you have switched to implied consent mode.

Text Messages



Can send to (100%)  
Cannot send to (0%)

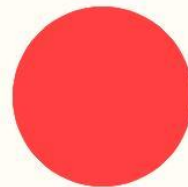
## If you switched to Explicit Consent

New patients would be automatically opted out and must be explicitly opted in to receive messages.

Patients previously opted in by default (because of the use of Implied Consent) would be opted out. Patients explicitly opted in would remain opted in.

This pie chart will display the percentage of your patients that you can contact now you have switched to explicit consent mode.

Text Messages



Could send to (0%)  
Could not send to (100%)







## MJog Settings ?

Home / MJog Settings

- Messages
- Opt In/Out
- Appointments
- Friends and Family
- Demographics
- Administration

### Opt In/Out Preferences Opt clinics/resources in or out and patient preferences

-  Change the clinic opt in/out preferences
-  Change the patient opt in/out preferences
-  Bulk change the patient opt in/out preferences
-  Change the MJog consent options

# Bulk update of Consent details

To add patients to MJogs that already have explicit Consent in your PAS

- Click on Bulk change the patient opt in / opt out preferences

## Bulk Update of Consent Details

[Home](#) / [Change Settings](#) / Bulk Update of Consent Details

### Bulk Update of Consent

Choose a CSV file that contains the following fields then click 'Upload':

Note: Delivery methods can be skipped (not set) by leaving them blank as in the example in row three (patient 11148).

- Patient ID
- Text

*For example:*

```
Patient ID,Text
10093,In
12421,Out
11148,In
```

Choose file No file chosen

Upload

## Bulk update of Consent details

- Please follow the instructions on the screen to export a CSV from your PAS. The information on the left is for Emis users.
- SystemOne users will need to create a csv with an NHS number column not a Patient ID column.
- Select the **'Choose File'** button to select the file you have exported
- Click **'Upload'**

Important to note at this point that a consent campaign should be run before switching to MJog's explicit consent mode or you may not be able to contact any of your patients by text.

## Switching consent mode

You can switch MJog from **Implied Consent** to **Explicit Consent** using the following option:



Before switching to Explicit Consent, it is strongly recommended to send a campaign to all patients asking for their Explicit Consent (to opt in) to increase the number of opted in patients. Once you switch to Explicit Consent, you can only contact those patients explicitly opted in!

[View help on requesting patient Opt In consent.](#)

**Please note:** switching consent modes can take many minutes to complete!

I acknowledge that switching consent modes can significantly alter the number of patients MJog can contact (please check the above graphs for details).

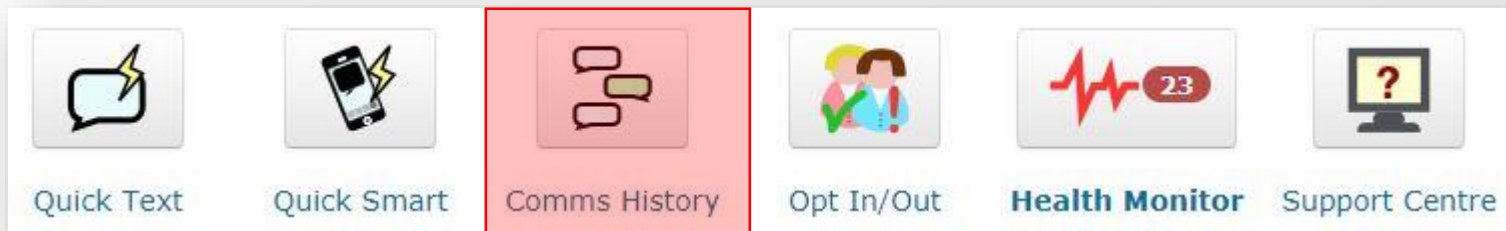
Switch to Explicit Consent

## Switching Consent mode

- To switch to Explicit Consent mode you must first check the disclaimer box.
- Now click the "**Switch to explicit consent mode**" button (Please note this process may take some time)

# Tracking Consent in MJog

Tracking Consent in MJog is very straightforward and is achieved by selecting “**Comms History**” on the **Home Page**



## Recent Patient Communications ?

[Home](#) / [Results](#)

**Patient:** Ella, Cremeans Receive Text Receive Smart

**NHS Number:** 1205141011

**Patient ID:** 396

### Appointment Reminders

Message Time	Appointment Time	Clinic/Session	Using	Message (messages in italic are subject to change)	Status	Coding Status
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### Replies and Now Messages

Sent	Message	Status	Coding Status
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[View Contact Number History](#)
[View Consent History](#)

# Comms History

- Click the **‘View Consent History’** button
- You can see the patient’s current Consent status
- And how it was changed if it has been.

### Cremeans Ella's Consent History

Smart			
#	Date	Opt In/Out	Changed by
1	22/12/17 10:26	✓	Default setting

Text			
#	Date	Opt In/Out	Changed by
1	22/12/17 10:26	✓	Default setting

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