

Notes on Working on Your Practice Card

NB: Please note all changes on a Practice Card will update on the website the next day as part of a nightly task.

<https://portfolio.surgeons.org>

The screenshot shows the user interface of the Royal Australasian College of Surgeons website. At the top, there is a navigation bar with the college's logo and name on the left, and the user's name 'Colonel Fellow RE-TESTING' on the right. Below the navigation bar is a row of icons for various features: Dashboard, Profile, My CPD, My Audits, Learning Resources, Assessments, Calendar, eCommittees, Educational Events, and Website. A secondary row of buttons includes 'My Details', 'My Practice Card' (which is highlighted in blue), 'Account Status', 'Skills Training Faculty', and 'Skills Training Participant'. Below this, there is a 'Find a Surgeon' section with an opt-in checkbox and a description. At the bottom of the 'My Practice Card' section, there are three buttons: 'Deactivate', 'Edit', and 'View'.

To activate a practice card, please ensure that the opt in checkbox is ticked. Once done, click on the edit button to get started creating your practice card.

Where you can edit your details

The screenshot shows the 'About' section of a user profile. It features a rich text editor with a toolbar containing options for undo, redo, bold, italic, bulleted list, numbered list, link, unlink, and image. The text area contains the placeholder text 'This is a sample practice card entry. Testing purpose'. Below the editor is a 'Practice Card Url' field with a dropdown menu. The dropdown is currently set to 'Other', and the text 'de2c8bd1-f970-4130-bfb3-b21a793f0d59' is entered in the input field. The URL preview above the dropdown is 'https://www.surgeons.org/profile/de2c8bd1-f970-4130-bfb3-b21a793f0d59'.

When Creating a Consulting Room you need to make sure you set your email and contact number in your consulting room. If you do not do this, the contact number / email address will pull in your primary email (sometimes personal email address)

Add Consulting Room

Address Building City Postcode

Country State

Website Contact Number Fax Number

Email

Cancel Save

Example record you should enter in

Add Consulting Room

10 Test Street Building Melbourne 3805

Australia VIC

Website +61400100200 Fax Number

test@test.com.au

Cancel Save

As shown the first textbox provides an assisted address drop down which will automatically populate the related fields.

Add Consulting Room

One Twenty R Building Brigooda 4613

Lot 1 One Twenty Road, BRIGOODA QLD QLD

Lot 7 One Twenty Road, BRIGOODA QLD

Lot 8 One Twenty Road, BRIGOODA QLD

+61400100200 Fax Number

test@test.com.au

Cancel Save

Setting your address as Featured, will generate a relevant Google Map with pin marker for given address.

Information about Areas of Practice, Professional Qualifications, Specialty and Professional Associations

These details are separate than the details present else where in your portfolio. These are directly related to your practice card. If you find that your practice card doesn't have the relevant details below. Make sure you have set them up in your practice card and not ehuh.

Professional Qualifications

Post-nominal	Professional qualification	
↓ MBS	Bachelor of Medicine	✗ Remove

+ Add Qualification

Speciality

- General Surgery

Area of Practice

↓ Breast	✗ Remove
↓ Burns	✗ Remove
↓ Skin Melanoma	✗ Remove
↓ Upper Gastrointestinal	✗ Remove
↓ Bariatric	✗ Remove
↓ Rural	✗ Remove

+ Add Area of Practice


Professional Associations

↓ I am a member of the Society of Cardiothoracic Surgery	✗ Remove
↓ this is free text	✗ Remove

+ Add Association

As you can see inside ehub.surgeons.org on the next page, this fellow has his qualifications set, but they do not match to the qualifications above as they have to be set independently.

Home > My Profile



Mr Fellow RE-TESTING, FRACS
RACS ID: 168232
[CHANGE PHOTO](#)

PERSONAL ADDRESSES SPECIALTIES **QUALIFICATIONS** SKILLS TRAINING PROFILE SECTIONS CULTURAL DIVERSITY ADDITIONAL DETAILS

[ADD QUALIFICATION](#)

Qualification Type	Academic Institution	Country	Date Awarded ↓	
Bachelor of Medicine and Bachelor of Surgery	Australian National University	Australia	05/07/2018	✎ 🗑
Bachelor of Medicine and Bachelor of Surgery	Flinders University	Australia	03/02/2014	✎ 🗑
Bachelor of Medical Science	Flinders University	Australia	03/02/2014	✎ 🗑
Bachelor of Medicine	Other	United Kingdom	01/01/2005	✎ 🗑

< **1** 2 3 4 5 >

[SAVE](#)

Another example of differing qualifications so as to not confuse qualifications set on practice card with those set on the qualifications shown on ehub.

Qualification Type	Academic Institution	Country	Date Awarded
Bachelor of Medicine and Bachelor of Surgery	University of Adelaide	Australia	12/18/2008



Consulting Rooms & Hospitals

Orthopaedics SA
Orthopaedics SA 257 Fullarton
Road, Parkside, SA, 5063, Australia
E: aaronwstevenson@gmail.com
W: www.draaronstevenson.com



Dr Aaron Stevenson

Overview

Dr Aaron Stevenson is an Australian trained spinal surgeon who specialises in both paediatric and adult spinal surgery.

Dr Stevenson manages all aspects of spinal disease through all ages, from the infant to the elderly.



Speciality Orthopaedic Surgery

Areas of Practice • Spine

Professional Associations • AO Spine
• North American Spine Society
• Royal Australasian College of Surgeons
• Australian Orthopaedic Association

Professional Qualifications • Bachelor of Medicine Bachelor of Surgery
• Bachelor of Medical Science Honours
• Fellowship of the Royal Australasian College of Surgeons
• Fellow of the Australian Orthopaedic Association