

CMASS Portal **User Guide**

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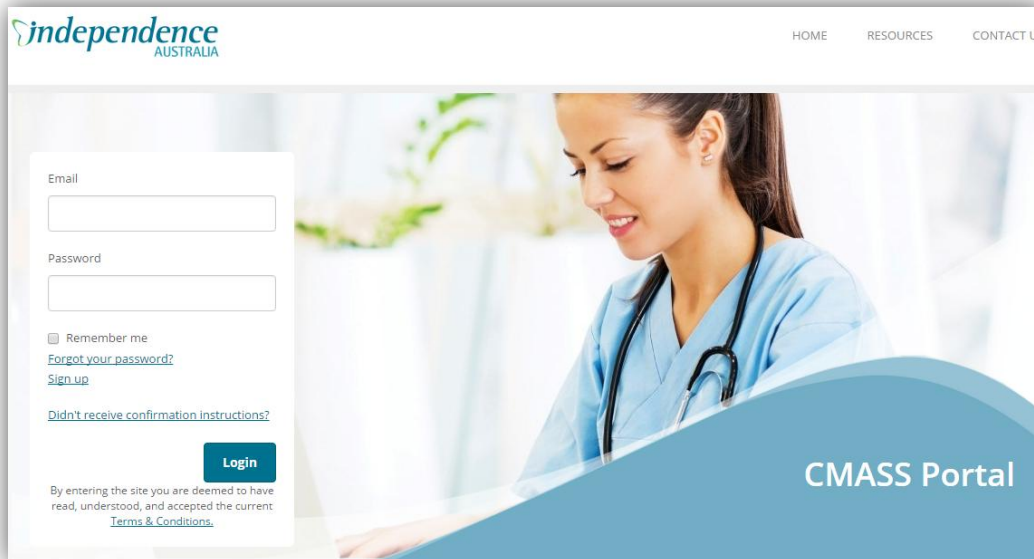
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The CMASS portal home page

Go to cmassportal.com.au

Registration and logging in

Login page



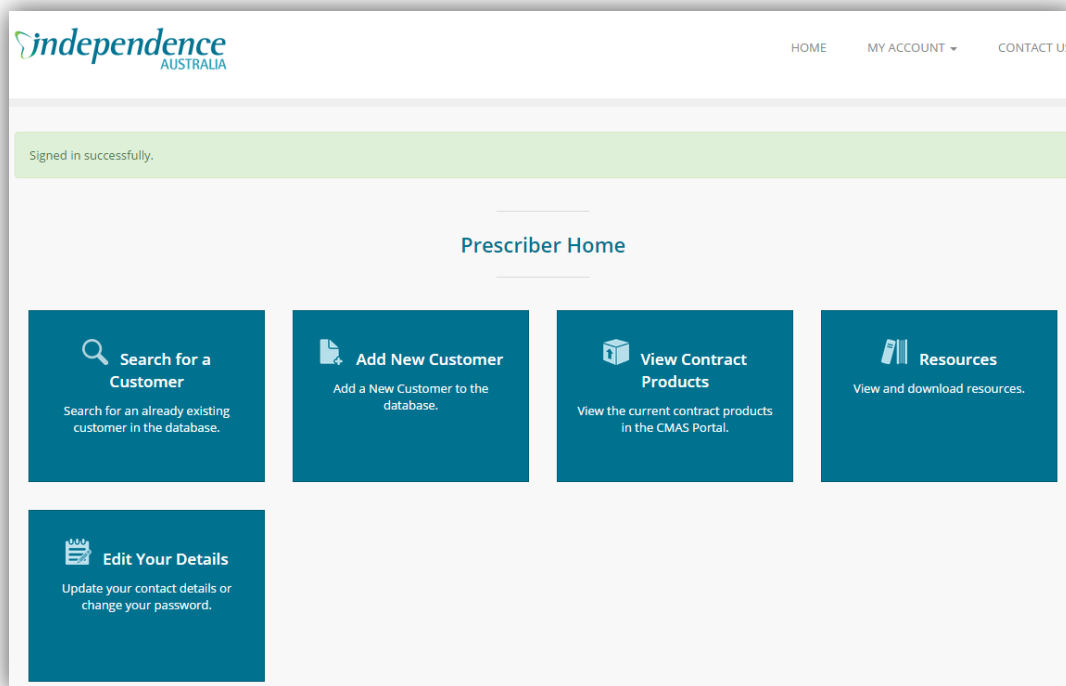
- **Email:** Enter the email address that was used to register.
- **Password:** Enter the password that was created by the user.
- **Remember me:** Tick this box if the user is the only user on this computer / device. It will allow the user to skip the login screen.
- **Forgot your password?:** Select this link to reset your password.
- **Sign up:** Select this link if you are new to the portal and need to register.
- **Terms & Conditions:** Select this link to be taken to the terms and conditions.

Registration page

1. Once you have selected the **Sign up** link on the homepage you are taken to the registration screen.
2. Enter your details into the fields. *All fields marketed with (*) are mandatory fields.*
3. When creating a password the following requirements must be met;
 - Minimum of 8 characters
 - Contains at least 1 uppercase letter
 - Contains at least 1 lowercase letter
 - Contains 1 number or special character
4. Once all fields have been completed, select the **Sign up** button and the request will be sent to Independence Australia for approval.

Prescriber home page

This is the default home page that appears once logged into the CMASS Portal.



- **Search for a customer:** Search for an existing customer in the database, edit and view a customer's details, add an assessment and place an order.
- **Add New Customer:** Add a new customer to the database, add an assessment and place an order.
- **View Contracted Products:** View the current contracted products in the CMASS portal.
- **Resources:** View and download resources.
- **Edit your details:** Update your contact details or change your password.
- **My Account:** Edit your details or logout.
- **Contact Us:** Select this link to be taken to Independence Australia's contact details.

Search for an existing customer

Search for a customer

The below screen is displayed once you have selected the **Search for a Customer** box on the Prescriber Home Page.

The screenshot shows the 'Search for a Customer' page. At the top left is the 'independence AUSTRALIA' logo. At the top right are links for 'HOME', 'MY ACCOUNT', and 'CONTACT US'. Below the logo is a breadcrumb trail: 'Home / Search for a Customer'. The main heading is 'Search for a Customer'. Below this is a dark teal bar with the text 'Search for a Customer'. The form contains four input fields: 'Surname', 'Healthcare Card Number', 'Pensioner Card Number', and 'PID'. At the bottom right, there are two buttons: 'Add New Customer' (grey) and 'Search' (teal).

1. To search for an existing client enter their details into the fields in the **Search for a Customer** section and select the **Search** button.
N.B. The more fields completed, the more targeted the search.
2. Search results will be displayed at the bottom of the screen.
3. If a client does not exist, select the **Add New Customer** button to add them.

The screenshot shows the 'Search Results' page. The search form is filled with 'bonadio' for Surname and '123456789L' for Pensioner Card Number. Below the form are the 'Add New Customer' and 'Search' buttons. Below the buttons is a table with one search result.

Name	Gender	Date of Birth	PID	HC Number	PC Number	Status
LISA BONADIO	F	1978-09-22			123456789L	On Schema Edit View

Edit customer details

1. Once a customer search has been conducted select the [Edit](#) button for the relevant customer.
2. You will be taken to the below screen where details on the [Customer](#) and [Prescriptions](#) tabs can be edited.
3. Once the customer's details have been updated select the **Update Customer** button at the foot of the [Customer](#) page.

Customer Assessments Prescriptions Orders

Edit Customer Details

Instructions

Below are the details of the current client. If making any changes, be sure to click the 'Save Profile' button at the bottom of the form before navigating away from the page. Required fields are indicated by an asterisk (*).

Identity

Given Name: LISA

Surname: BONADIO

Gender: Male

Date of birth: 22 September 1978

PC Card Number: 123456789L

HC Card Number:

PID:

Budget

View customer details and history

1. Once a customer search has been conducted select the [View](#) button for the relevant customer.
2. This function allows the user to view details / history about the **Customer**, their **Assessments**, their **Prescriptions** and their **Orders**. Select the relevant tab at the top of the screen.

independence AUSTRALIA

HOME MY ACCOUNT CONTACT US




Home / Customers / LISA BONADIO

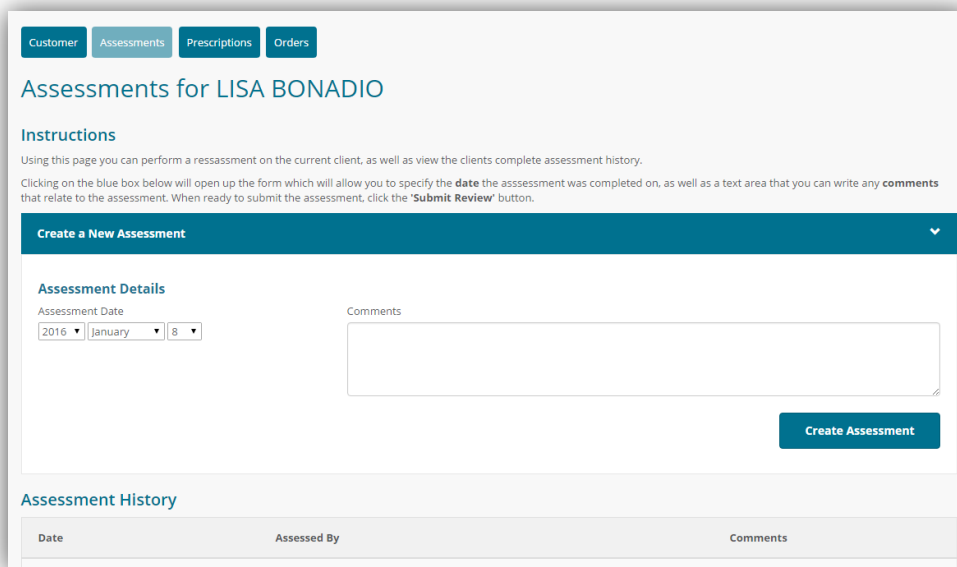
Customer Assessments Prescriptions Orders

Customer Details

Identity

Enter new assessment

1. Once a customer search has been conducted select the [View](#)  button for the specific customer.
2. Select the  tab.
3. To create a new assessment select the  arrow on the **Create a New Assessment** banner.
4. Enter the date the assessment was completed on, as well as any comments that relate to the assessment.
5. When ready to submit the assessment select the **Create Assessment** button.



Customer Assessments Prescriptions Orders

Assessments for LISA BONADIO

Instructions
Using this page you can perform a reassessment on the current client, as well as view the clients complete assessment history.
Clicking on the blue box below will open up the form which will allow you to specify the **date** the assessment was completed on, as well as a text area that you can write any **comments** that relate to the assessment. When ready to submit the assessment, click the '**Submit Review**' button.

Create a New Assessment ▼

Assessment Details

Assessment Date
2016 January 8

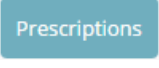
Comments

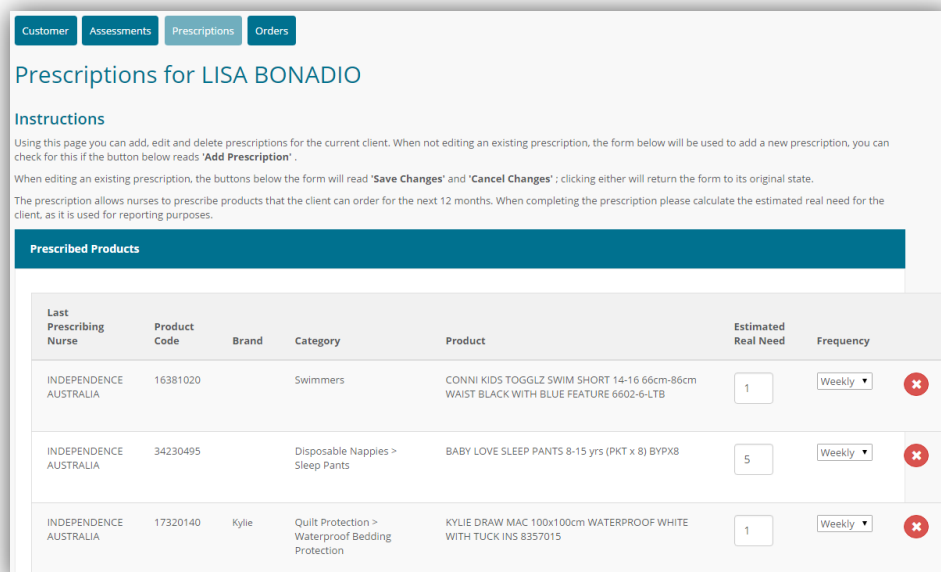
Create Assessment

Assessment History

Date	Assessed By	Comments
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Enter new prescription

1. Once the user has created a new assessment they are taken to the  screen.



Customer Assessments Prescriptions Orders

Prescriptions for LISA BONADIO

Instructions
Using this page you can add, edit and delete prescriptions for the current client. When not editing an existing prescription, the form below will be used to add a new prescription, you can check for this if the button below reads '**Add Prescription**'.
When editing an existing prescription, the buttons below the form will read '**Save Changes**' and '**Cancel Changes**'; clicking either will return the form to its original state.
The prescription allows nurses to prescribe products that the client can order for the next 12 months. When completing the prescription please calculate the estimated real need for the client, as it is used for reporting purposes.

Prescribed Products

Last Prescribing Nurse	Product Code	Brand	Category	Product	Estimated Real Need	Frequency	
INDEPENDENCE AUSTRALIA	16381020		Swimmers	CONNIE KIDS TOGGLZ SWIM SHORT 14-16 66cm-86cm WAIST BLACK WITH BLUE FEATURE 6602-6-LTB	1	Weekly	✕
INDEPENDENCE AUSTRALIA	34230495		Disposable Nappies > Sleep Pants	BABY LOVE SLEEP PANTS 8-15 yrs (PKT x 8) BYPX8	5	Weekly	✕
INDEPENDENCE AUSTRALIA	17320140	Kylie	Quilt Protection > Waterproof Bedding Protection	KYLIE DRAW MAC 100x100cm WATERPROOF WHITE WITH TUCK INS 8357015	1	Weekly	✕

2. In order to add products to the prescription, scroll down to the **Add Products** section.

The screenshot shows the 'Add Products' section of a software interface. At the top, there is a header 'Add Products' in a blue bar. Below it, there is a form with a checkbox labeled 'Contract Products Only?' which is checked. The form contains six input fields: 'Keyword', 'Product Code', 'Supplier Part Number', 'Brand', 'Category', and 'Subcategory'. The 'Brand', 'Category', and 'Subcategory' fields are dropdown menus, all currently showing '- Select a Brand -', '- Select a Product Category -', and '- Select a Product Subcategory -' respectively. A 'Search Products' button is located to the right of the dropdowns. Below the search fields is a scrollable list titled 'Select a Product' containing various medical products with their descriptions and quantities. At the bottom right of the list is a '+ Add Prescription Item' button.

3. The user can conduct a product search using one or multiple fields.

4. Select the **Search Products** button when the search fields have been entered.

*N.B. The search function is defaulted to contracted CMASS products. To search for all products untick the **Contract Products Only?** box.*

This screenshot shows the 'Add Products' form after a search. The 'Contract Products Only?' checkbox is still checked. The 'Brand' dropdown is now set to 'Abena', the 'Category' dropdown is set to 'Guards & Shields', and the 'Subcategory' dropdown remains at '- Select a Product Subcategory -'. The 'Search Products' button is visible. The 'Select a Product' list is updated with search results, including 'ABRI-SAN 1 AIR PLUS UNISEX 134ml 10x22cm WHITE/ YELLOW STRIPE PKT X 28 SA9253-11 Qty: 10', 'ABRI-SAN 2 AIR PLUS 375ml PKT X 28 SA9260-12 Qty: 9', 'ABRI-SAN 3 AIR PLUS UNISEX 335ml 14x27cm WHITE/ RED STRIPE PKT X 28 SA9266-12 Qty: 7', and 'ABRIMAN FORMULA 2 MALE 700ml WHITE/ RED STRIPE PKT X 14 SA41007 Qty: 12'. The '+ Add Prescription Item' button is at the bottom right.

5. Select the desired product(s) from the search results and select **+Add Prescription Item**.

6. The product(s) will be added to the **Prescribed Products** section.

Prescribed Products

Last Prescribing Nurse	Product Code	Brand	Category	Product	Estimated Real Need	Frequency
INDEPENDENCE AUSTRALIA	15000105	Abena	Guards & Shields > Guards & Shields	ABRI-SAN 2 AIR PLUS 375ml PKT X 28 SA9260-12	<input type="text"/>	Daily <input type="button" value="✕"/>

[Create Prescription](#)

7. When completing the prescription please calculate the **Estimated Real Need** and **Frequency** for the client, as it is used for reporting purposes.

N.B. The Estimated Real Need can be based on a Daily, Weekly or Yearly projection.

8. Repeat steps 3 to 7 to add more products to the prescription.

9. When you have added all the products to the prescription select **Create Prescription**.

Create new order

1. Once the user has created a new prescription they are taken to the [Orders](#) page.

Customer Assessments Prescriptions **Orders**

Order History for LISA BONADIO

Instructions
This page displays all the current orders placed for the client, along with the current status of each order. While an order hasn't been submitted, details and items in the order can be added and changed, otherwise you are restricted to only viewing what the details of the order were.

Search for Orders

* Order Code

* Status eq

* Start Date

* End Date

[Add New Order](#) [Search Customer's Orders](#)

Order Listing

Date	Portal Order Code	IA Order Code	Status
05/01/2016	RP57850	5910408	Order Entry View

2. Select the **Add New Order** button.

N.B. Only prescribed products or samples can be ordered for the client. If an unlisted product needs to be ordered, a new assessment and prescription must be completed before the product can be added to an order.

- To view and check the details of the customer and the user, select the **Click here to view Nurse and Customer Details** banner.

*N.B. If changes are required please refer to the **Edit Customer Details** or the **Edit Your Details** sections of this user manual.*

Last Prescribing Nurse	Product Code	Brand	Category	Product Description
INDEPENDENCE AUSTRALIA	15320750	Lille	Booster Pads > Booster Pads	LILLE CLASSIC PAD MINI INSERT 11x33.5cm UNISEX 326ml WHITE PKT X 28 LCLN1111-04
INDEPENDENCE AUSTRALIA	16350010		Children's > Children	BOKERS PULL UPS 8-10 WAIST 58-72cm UNISEX PULL UP WATERPROOF BLUE
INDEPENDENCE AUSTRALIA	16380515		Children's > Children	CONNI KIDS TACKERS 10-12 WAIST 66cm UNISEX 150ml WATERPROOF GREY 5801-4-G
INDEPENDENCE AUSTRALIA	17320140	Kylie	Quilt Protection > Waterproof Bedding Protection	KYLIE DRAW MAC 100x100cm WATERPROOF WHITE WITH TUCK INS 8357015

- Scroll down to the **Add Products** section to select the required product(s). Ensure to select the **+Add Order Item** button to add each product.


Sample?


Select a Product

- LILLE CLASSIC PAD MINI INSERT 11x33.5cm UNISEX 326ml WHITE PKT X 28 LCLN1111-04 Qty: 4
- BOKERS PULL UPS 8-10 WAIST 58-72cm UNISEX PULL UP WATERPROOF BLUE Qty: 1
- CONNI KIDS TACKERS 10-12 WAIST 66cm UNISEX 150ml WATERPROOF GREY 5801-4-G Qty: 1
- KYLIE DRAW MAC 100x100cm WATERPROOF WHITE WITH TUCK INS 8357015 Qty: 1
- BABY LOVE SLEEP PANTS 8-15 yrs (PKT x 8) BYPX8 Qty: 4
- CONNI KIDS TOGGLZ SWIM SHORT 14-16 66cm-86cm WAIST BLACK WITH BLUE FEATURE 6602-6-LTB Qty: 1

+ Add Order Item

- The user can also add product samples to the order which are not on the prescription by selecting the **Sample?** tick box and searching for the desired sample products.

- After adding each product, specify the quantity using the (+) / (-) keys in the **Items in This Order** section. You can also delete products by selecting the  button.
- N.B. The user can select the **Sample** tick box to request a sample.*

Items In This Order									
Product Code	Brand	Category	Description	Quantity	UOM	Sample?	Price	Status	
17320140	Kylie	Quilt Protection > Waterproof Bedding Protection	KYLIE DRAW MAC 100x100cm WATERPROOF WHITE WITH TUCK INS 8357015	- 1 +	EA	<input type="checkbox"/>	\$28.70	Order Entry	
							Order Price	\$28.70	

- After adding all the products to the order, check and enter the delivery details into the **Delivery Address** section.
- Select the **Create Order** button once the order is complete.
- The user will be taken to the View Order Details screen where the order, the products and the status will be displayed.
- Scroll to the bottom of the page and select **Back to Orders** to view a complete order history.

View Order Details									
Instructions									
This page allows you to create an order for this customer. Only prescribed products or samples of selected products can be ordered for the client. If an additional product needs to be ordered a new assessment and prescription must be completed before an order can be placed.									
Click here to view Nurse and Customer Details									
Items In This Order									
Product Code	Brand	Category	Description	Quantity	UOM	Sample?	Price	Status	
21001200		Cleaning & Bathing > Cleaners	CUTAN ALCOHOL FOAM HAND SANITISER 50ml DEB6044	- 1 +	EA	<input checked="" type="checkbox"/>	\$0.00	Order Entry	
16350010		Children's > Children	BOKERS PULL UPS 8-10 WAIST 58-72cm UNISEX PULL UP WATERPROOF BLUE	- 3 +	EA	<input type="checkbox"/>	\$80.79	Order Entry	
17320140	Kylie	Quilt Protection > Waterproof Bedding Protection	KYLIE DRAW MAC 100x100cm WATERPROOF WHITE WITH TUCK INS 8357015	- 1 +	EA	<input type="checkbox"/>	\$28.70	Order Entry	
							Order Price	\$109.49	

Add new customer

Add new customer

The below screen is displayed once you have selected the **Add New Customer** box on the Prescriber Home Page.

Add a New Customer

Identity

Given Name

Surname

Gender

Date of birth

PC Card Number


HC Card Number

PID

Budget

1. Complete the fields in the Identity, Budget, Contact, Address and Other sections.
2. Select the **Create Customer** button at the bottom of the screen.

Enter new assessment

1. Once the new customer has been added, the user is taken to the **Assessments** screen.
2. To create a new assessment select the  arrow on the **Create a New Assessment** banner.
3. Enter the date the assessment was completed on, as well as any comments that relate to the assessment.
4. When ready to submit the assessment select the **Create Assessment** button.

Customer Assessments Prescriptions Orders

Assessments for LISA BONADIO

Instructions

Using this page you can perform a reassessment on the current client, as well as view the clients complete assessment history.

Clicking on the blue box below will open up the form which will allow you to specify the **date** the assessment was completed on, as well as a text area that you can write any **comments** that relate to the assessment. When ready to submit the assessment, click the **'Submit Review'** button.

Create a New Assessment

Assessment Details

Assessment Date

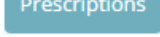
Comments

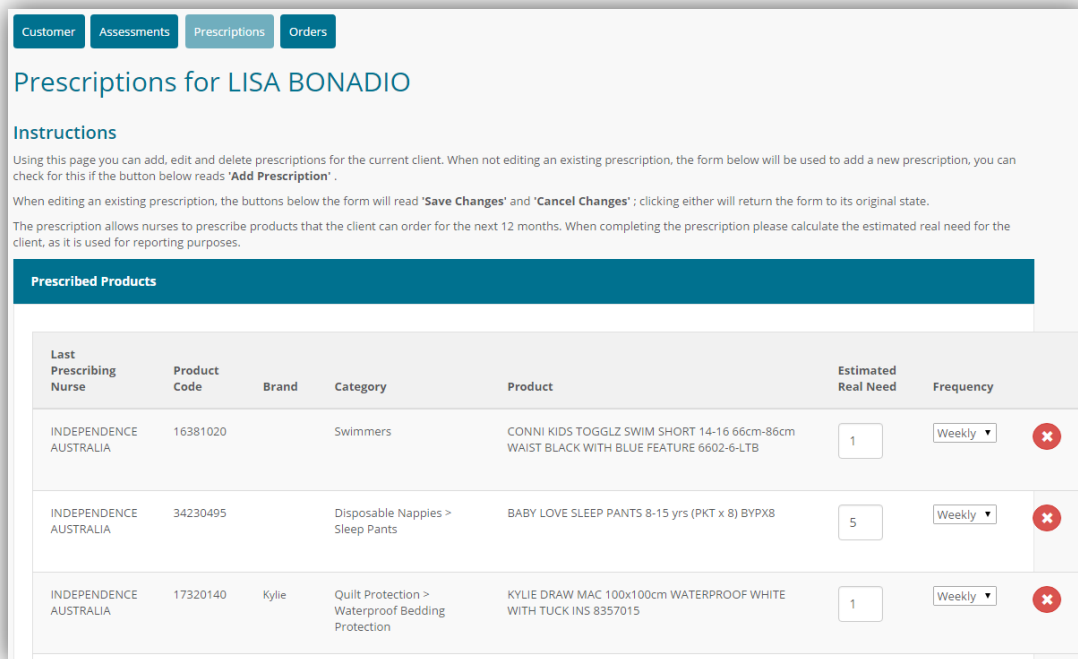
Create Assessment

Assessment History

Date	Assessed By	Comments
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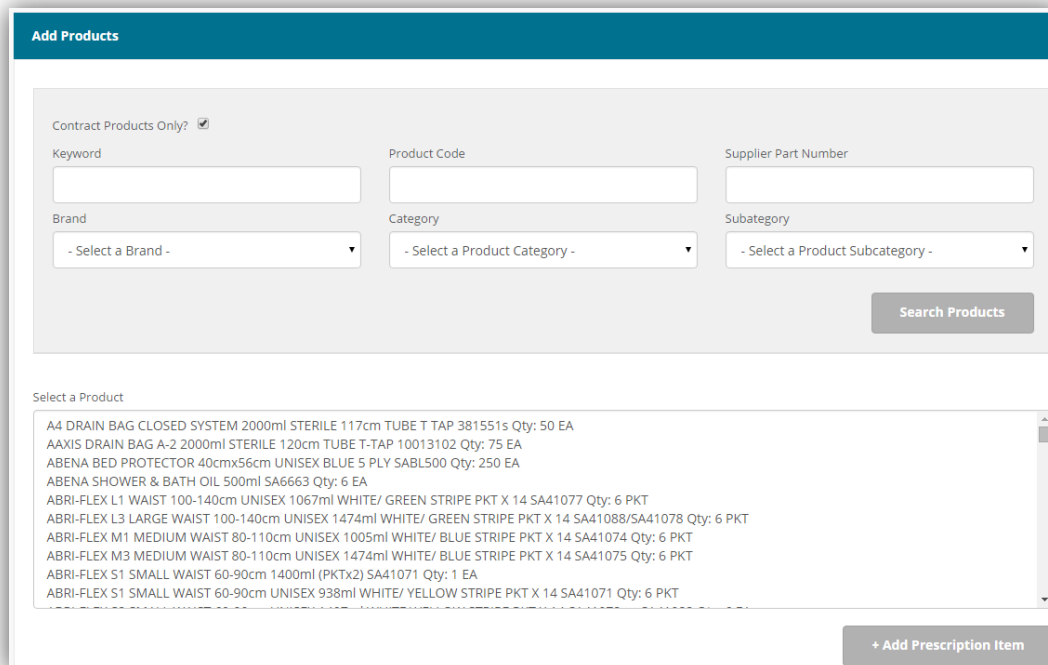
Enter new prescription

1. Once the user has created a new assessment they are taken to the  page.



Last Prescribing Nurse	Product Code	Brand	Category	Product	Estimated Real Need	Frequency
INDEPENDENCE AUSTRALIA	16381020		Swimmers	CONNIE KIDS TOGGLZ SWIM SHORT 14-16 66cm-86cm WAIST BLACK WITH BLUE FEATURE 6602-6-LTB	1	Weekly
INDEPENDENCE AUSTRALIA	34230495		Disposable Nappies > Sleep Pants	BABY LOVE SLEEP PANTS 8-15 yrs (PKT x 8) BYPX8	5	Weekly
INDEPENDENCE AUSTRALIA	17320140	Kylie	Quilt Protection > Waterproof Bedding Protection	KYLIE DRAW MAC 100x100cm WATERPROOF WHITE WITH TUCK INS 8357015	1	Weekly

2. In order to add products to the prescription, scroll down to the **Add Products** section.



Contract Products Only?

Keyword Product Code Supplier Part Number

Brand Category Subcategory

Select a Product

A4 DRAIN BAG CLOSED SYSTEM 2000ml STERILE 117cm TUBE T TAP 381551s Qty: 50 EA
AAXIS DRAIN BAG A-2 2000ml STERILE 120cm TUBE T-TAP 10013102 Qty: 75 EA
ABENA BED PROTECTOR 40cmx56cm UNISEX BLUE 5 PLY SABL500 Qty: 250 EA
ABENA SHOWER & BATH OIL 500ml SA6663 Qty: 6 EA
ABRI-FLEX L1 WAIST 100-140cm UNISEX 1067ml WHITE/ GREEN STRIPE PKT X 14 SA41077 Qty: 6 PKT
ABRI-FLEX L3 LARGE WAIST 100-140cm UNISEX 1474ml WHITE/ GREEN STRIPE PKT X 14 SA41088/SA41078 Qty: 6 PKT
ABRI-FLEX M1 MEDIUM WAIST 80-110cm UNISEX 1005ml WHITE/ BLUE STRIPE PKT X 14 SA41074 Qty: 6 PKT
ABRI-FLEX M3 MEDIUM WAIST 80-110cm UNISEX 1474ml WHITE/ BLUE STRIPE PKT X 14 SA41075 Qty: 6 PKT
ABRI-FLEX S1 SMALL WAIST 60-90cm 1400ml (PKTx2) SA41071 Qty: 1 EA
ABRI-FLEX S1 SMALL WAIST 60-90cm UNISEX 938ml WHITE/ YELLOW STRIPE PKT X 14 SA41071 Qty: 6 PKT

3. The user can conduct a product search using one or multiple of the fields.
4. Select **Search Products** when the search fields have been entered.

*N.B. The search function is defaulted to contracted CMASS products. To search for all products untick the **Contract Products Only?** box.*

Add Products

Contract Products Only?

Keyword Product Code Supplier Part Number

Brand Category Subcategory

Select a Product

ABRI-SAN 1 AIR PLUS UNISEX 134ml 10x22cm WHITE/ YELLOW STRIPE PKT X 28 SA9253-11 Qty: 10
ABRI-SAN 2 AIR PLUS 375ml PKT X 28 SA9260-12 Qty: 9
 ABRI-SAN 3 AIR PLUS UNISEX 335ml 14x27cm WHITE/ RED STRIPE PKT X 28 SA9266-12 Qty: 7
 ABRIMAN FORMULA 2 MALE 700ml WHITE/ RED STRIPE PKT X 14 SA41007 Qty: 12

5. Select the desired product(s) from the search results and select **+Add Prescription Item**.
6. The product(s) will be added to the **Prescribed Products** section.

Prescribed Products

Last Prescribing Nurse	Product Code	Brand	Category	Product	Estimated Real Need	Frequency	
INDEPENDENCE AUSTRALIA	15000105	Abena	Guards & Shields > Guards & Shields	ABRI-SAN 2 AIR PLUS 375ml PKT X 28 SA9260-12	<input type="text"/>	Daily	<input type="button" value="x"/>

7. When completing the prescription please calculate the **Estimated Real Need** and **Frequency** for the client, as it is used for reporting purposes.
N.B. The Estimated Real Need can be based on a Daily, Weekly or Yearly projection.
8. Repeat steps 3 to 7 to add more products to the prescription.
9. When you have added all the products to the prescription select **Create Prescription**.

Create new order

1. Once the user has created a new prescription they are taken to the page.
2. Select **Add New Order** button.

N.B. Only prescribed products or samples can be ordered for the client. If an unlisted product needs to be ordered a new assessment and prescription must be completed before the product can be added to an order.

- To view and check the details of the customer and the user, select the **Click here to view Nurse and Customer Details** banner.

*N.B. If changes are required please refer to the **Edit Customer Details** or **Edit Your Details** sections.*

New Order

Instructions

This page allows you to create an order for this customer. Only prescribed products or samples of selected products can be ordered for the client. If an additional product needs to be ordered a new assessment and prescription must be completed before an order can be placed.

[Click here to view Nurse and Customer Details](#)

Prescribed Products

Last Prescribing Nurse	Product Code	Brand	Category	Product Description
INDEPENDENCE AUSTRALIA	15320750	Lille	Booster Pads > Booster Pads	LILLE CLASSIC PAD MINI INSERT 11x33.5cm UNISEX 326ml WHITE PKT X 28 LCLN1111-04
INDEPENDENCE AUSTRALIA	16350010		Children's > Children	BOKERS PULL UPS 8-10 WAIST 58-72cm UNISEX PULL UP WATERPROOF BLUE
INDEPENDENCE AUSTRALIA	16380515		Children's > Children	CONNI KIDS TACKERS 10-12 WAIST 66cm UNISEX 150ml WATERPROOF GREY 5801-4-G
INDEPENDENCE AUSTRALIA	17320140	Kylie	Quilt Protection > Waterproof Bedding Protection	KYLIE DRAW MAC 100x100cm WATERPROOF WHITE WITH TUCK INS 8357015

- Scroll down to the **Add Products** section to select the required product(s). Ensure to select the **+Add Order Item** button to add each product.

Add Products

Sample?

Select a Product

LILLE CLASSIC PAD MINI INSERT 11x33.5cm UNISEX 326ml WHITE PKT X 28 LCLN1111-04 Qty: 4
BOKERS PULL UPS 8-10 WAIST 58-72cm UNISEX PULL UP WATERPROOF BLUE Qty: 1
CONNI KIDS TACKERS 10-12 WAIST 66cm UNISEX 150ml WATERPROOF GREY 5801-4-G Qty: 1
KYLIE DRAW MAC 100x100cm WATERPROOF WHITE WITH TUCK INS 8357015 Qty: 1
BABY LOVE SLEEP PANTS 8-15 yrs (PKT x 8) BYPX8 Qty: 4
CONNI KIDS TOGGLZ SWIM SHORT 14-16 66cm-86cm WAIST BLACK WITH BLUE FEATURE 6602-6-LTB Qty: 1

+ Add Order Item

- The user can also add product samples to the order which are not on the prescription by selecting the **Sample?** tick box and searching for the desired products.

Items In This Order									
Product Code	Brand	Category	Description	Quantity	UOM	Sample?	Price	Status	
17320140	Kylie	Quilt Protection > Waterproof Bedding Protection	KYLIE DRAW MAC 100x100cm WATERPROOF WHITE WITH TUCK INS 8357015	- 1 +	EA	<input type="checkbox"/>	\$28.70	Order Entry	
							Order Price	\$28.70	

- After adding each product, specify the quantity using the (+) / (-) keys in the **Items in This Order** section. You can also delete products by selecting the button.
- N.B. The user can also select the **Sample** tick box to request a sample.*
- After adding all the products to the order, check and enter the delivery details into the **Delivery Address** section.
 - Select the **Create Order** button at the bottom of the screen once the order is complete.
 - The user will be taken to the View Order Details screen where the order, the products and the status will be displayed.
 - Scroll to the bottom of the screen and select the **Back to Orders** button to view a complete order history for the customer.

View Order Details									
Instructions									
This page allows you to create an order for this customer. Only prescribed products or samples of selected products can be ordered for the client. If an additional product needs to be ordered a new assessment and prescription must be completed before an order can be placed.									
Click here to view Nurse and Customer Details									
Items In This Order									
Product Code	Brand	Category	Description	Quantity	UOM	Sample?	Price	Status	
21001200		Cleaning & Bathing > Cleaners	CUTAN ALCOHOL FOAM HAND SANITISER 50ml DEB6044	- 1 +	EA	<input checked="" type="checkbox"/>	\$0.00	Order Entry	
16350010		Children's > Children	BOKERS PULL UPS 8-10 WAIST 58-72cm UNISEX PULL UP WATERPROOF BLUE	- 3 +	EA	<input type="checkbox"/>	\$80.79	Order Entry	
17320140	Kylie	Quilt Protection > Waterproof Bedding Protection	KYLIE DRAW MAC 100x100cm WATERPROOF WHITE WITH TUCK INS 8357015	- 1 +	EA	<input type="checkbox"/>	\$28.70	Order Entry	
							Order Price	\$109.49	

View contract products

Search for products

The below screen is displayed once you have selected the **View Contract Products** box on the Prescriber Home Page.

View Contract Products

View the current contract products in the CMASS Portal.

Product Listing

Search for a Product

* Keyword

* Product Code

* Supplier Part Number

* Brand

* Category

* Subcategory

Search Products

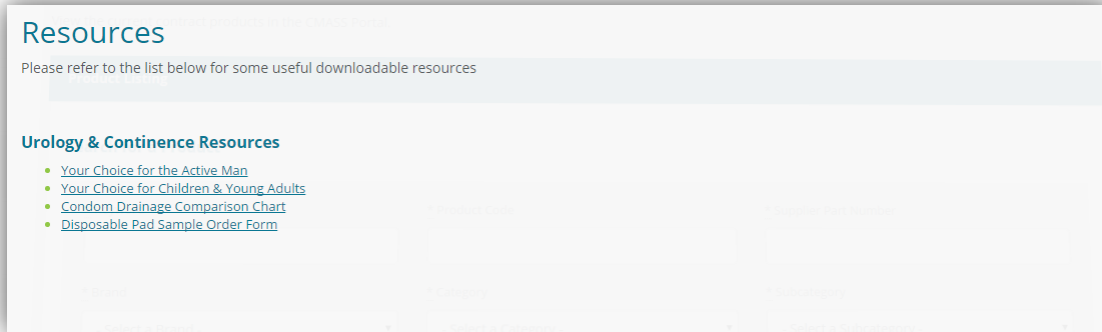
Product Code	Brand	Category	Subcategory	Product
12240180	4Sure	Drain Bags	Drain Bag	4 SURE DRAIN BAG CLOSED SYSTEM 2000ml STERILE 120cm TUBE UB5500
12240150	Urias	Drain Bags	Drain Bag	A4 DRAIN BAG CLOSED SYSTEM 2000ml STERILE 117cm TUBE T TAP 381551s
12001105	Aaxis	Drain Bags	Drain Bag	AAXIS DRAIN BAG A-2 2000ml STERILE 120cm TUBE T-TAP 10013102
12001100	Aaxis	Drain Bags	Drain Bag	AAXIS DRAIN BAG A1 2000ml NON STERILE 120cm TUBE PUSH PULL TAP 10013101

1. Contracted products on the CMASS portal can be viewed by scrolling down to the bottom of the page and viewing the different pages.
2. Alternatively, specific products and product categories can be identified by conducting a search using the fields in the **Search for a Product** section.
3. Once the user has entered the search criteria into the fields select the **Search Products** button.
4. To conduct a new search, select the **Clear Search** button and repeat step 3.

Resources

View and download resources

The below screen is displayed once you have selected the **Resources** box on the Prescriber Home Page.



1. The Resources page allows the user to view, print or save a selection of useful continence resources.

Edit your details

Update contact details or change password

The below screen is displayed once you have selected the **Edit Your Details** box on the Prescriber Home Page.

Edit Your Details

Update Details

* First name: Georgina

* Last name: Bryce

Email: cmas@independenceaustralia.com

Agency: IA

Phone: 1300 788 855

Address 1: [Empty]

Address 2: [Empty]

Address 3: [Empty]

Suburb: [Empty]

Postcode: [Empty]

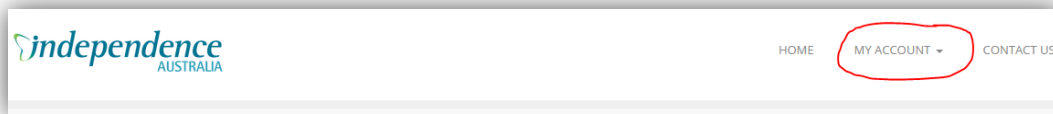
State: [Empty]

1. The user can edit their contact and password details by entering the relevant fields and selecting the **Update User** button at the bottom of the screen.

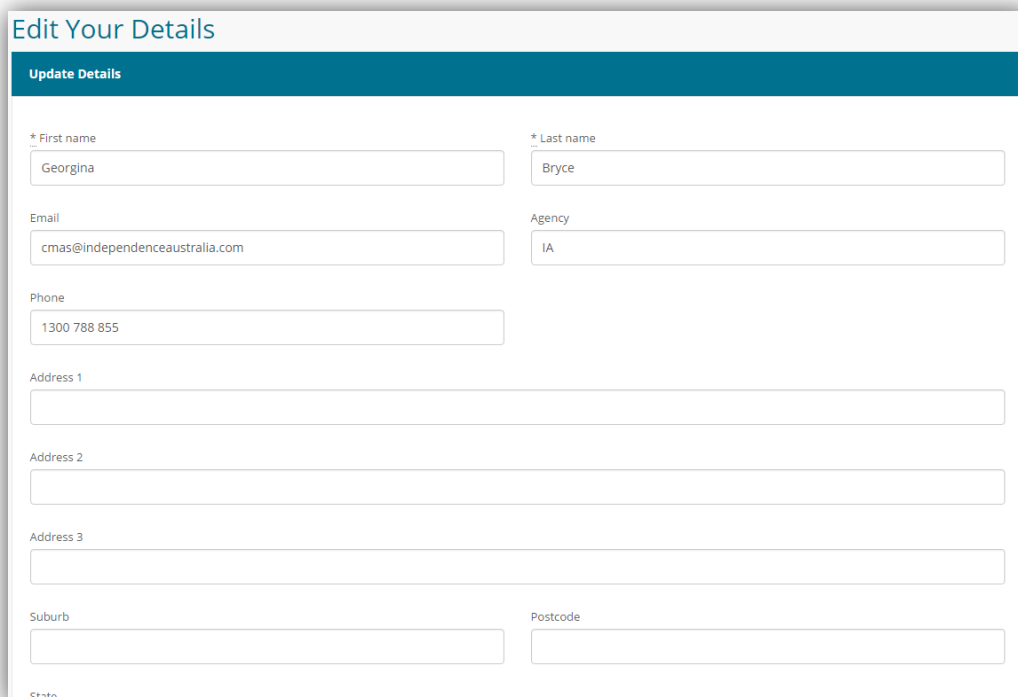
My account

Edit user details (name, email or password)

1. Select the **My Account** tab at the top of the screen.



2. Select **Edit Account**.
3. The user can edit their contact and password details by entering the relevant fields and selecting the **Update User** button at the bottom of the screen.

A screenshot of the 'Edit Your Details' form. The form has a title 'Edit Your Details' and a sub-header 'Update Details'. It contains several input fields: '* First name' (Georgina), '* Last name' (Bryce), 'Email' (cmas@independenceaustralia.com), 'Agency' (IA), 'Phone' (1300 788 855), 'Address 1', 'Address 2', 'Address 3', 'Suburb', 'Postcode', and 'State'.

Logout

1. Select the **My Account** tab at the top of the screen.
2. Select **Logout**.