# 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



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



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)

Example record you should enter in



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



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 ehub.

## Professional Qualifications

Add Qualification

| Post-nominal | Professional qualification | |
|---|---|---|
| MBBS | Bachelor of Medicine | ✖ Remove |

## Speciality
- General Surgery

## Area of Practice

Add Area of Practice

| | | |
|---|---|---|
| ↕ Breast ⌄ | ✖ Remove |
| ↕ Burns ⌄ | ✖ Remove |
| ↕ Skin Melanoma ⌄ | ✖ Remove |
| ↕ Upper Gastrointestinal ⌄ | ✖ Remove |
| ↕ Bariatric ⌄ | ✖ Remove |
| ↕ Rural ⌄ | ✖ Remove |

## Professional Associations

Add Association

| | |
|---|---|
| ↕ I am a member of the Society of Cardiothoracic Surgery | ✖ Remove |
| ↕ this is free text | ✖ Remove |

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
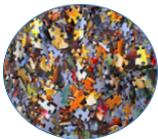
### Mr Fellow RE-TESTING, FRACS
**RACS ID:** 168232

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.

**Aaron Stevenson**
Contact · Contact - RACS

179051 | Fellow | Active
RACS ID | Primary Contact Type | Contact Status

Summary    Addresses    Cultural Diversity    **Qualifications**    Additional Details    Insights    Related

+ New Contact Qualifica...    ↻ Refresh    ⌐ᴬ Flow ⌄    ⋮

| ✓ Qualification Type ⌄ | Academic Institution ⌄ | Country ⌄ | Date Awarded ↓ ⌄ |
|---|---|---|---|
| Bachelor of Medicine and Bachelor of Surgery | University of Adelaide | Australia | 12/18/2008 |

# 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.

Fellow of the Royal Australasian
College of Surgeons

**Consulting Rooms & Hospitals**

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

| 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 |

The Logos at the bottom of the Practice Card screen are not functioning currently. So there is no point in setting them up.

Logos

| Browse | Browse | Browse |
|---|---|---|
| and/or choose from: | and/or choose from: | and/or choose from: |
| ⬥ Dropbox   ▲ Google Drive   OneDrive | ⬥ Dropbox   ▲ Google Drive   OneDrive | ⬥ Dropbox   ▲ Google Drive   OneDrive |
| aboriginal art | No logo selected | No logo selected |
| Remove | Remove | Remove |