Referral Submission Using Secure File Transfer Outside of HML Online Occupational Health Referrer Rerferrer **HML** Provider (OHP) Referral is sent via HML online – This <u>does not</u> include the MIC OHP sends the MIC via Secure File **Transfer Process** Outcome of the directly to HML clinical review is dedicated inbox passed back to the with full name and referrer DOB of member Referrer send the (this will include the case file forward password protected electronically to details) HML Referrer alerts the OH provider that HML marry the MIC the file has been to the referral made sent and requests via HMLO by the the MIC to be sent referrer and to HML email via continue the case SFTP (to include the forward for clinical full name and DOB review of the member) Referrer repeats Should the member process wish to appeal 1. Please note, the MIC remains password protected whilst embedded in HMLO portal and is read only to HML

