

Maine QuitLink offers free, confidential tobacco cessation support. Direct referrals reduce the patient's need to initiate the support.

Maine QuitLink Direct Message Referral

STEP 1: From within the patient's chart: Click **Communicate** in the toolbar.

STEP 2: In the **To Field** enter the secure email address, mainequitlink@direct.mmc.mainehealth.org, and select the **Transition of Care** box.

- To save email address as a favorite, right-click and select **Add to Favorites**.
- Name your referral in the **Add External Address to Favorites** window.

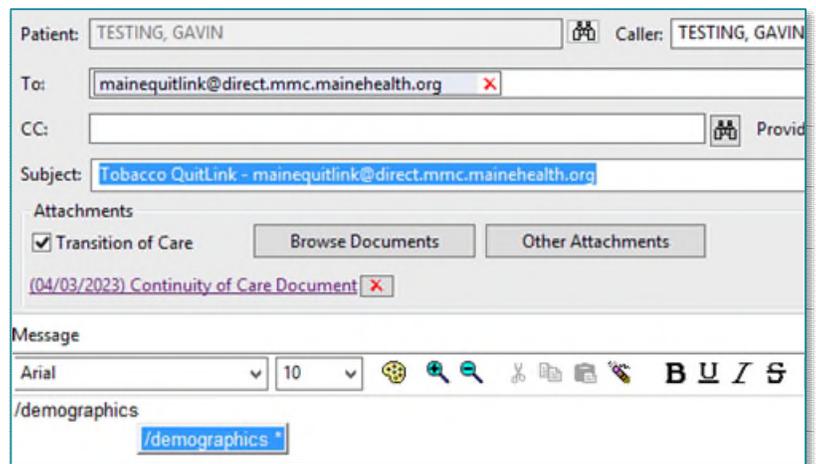
STEP 3: Click the subject field dropdown.

- Select the **Tobacco QuitLink** template.

STEP 4: In the body of the message, place the cursor at the end of the **/demographics** auto text, press enter, and complete the required fields.

NOTE: To avoid entering referring provider name, address, and fax number on each QuitLink referral, copy, edit, and make a personal version of **/demographics**. Click [here](#) for more information about auto text.

STEP 5: Click **Send** at the bottom of the new message window.



The screenshot shows a direct messaging window for patient 'TESTING, GAVIN'. The 'To' field is populated with 'mainequitlink@direct.mmc.mainehealth.org'. The 'Subject' field is 'Tobacco QuitLink - mainequitlink@direct.mmc.mainehealth.org'. Under 'Attachments', the 'Transition of Care' checkbox is checked, and a document '(04/03/2023) Continuity of Care Document' is listed. The message body contains the auto-text '/demographics' followed by a dropdown menu.



The screenshot shows the auto-text form for patient 'OLLIE TESTING'. It includes fields for Sex (Female), DOB (06/07/2001), Address (29 WASHINGTON ST CARIBOU, ME), Home and Mobile phone numbers (207) 299-2111, Primary Care Provider (TEST MD, PROVIDER), and Language (English). There are also fields for Submitting Provider Name, Address, and Fax. At the bottom, there are checkboxes for 'Patient consents to receive messages via SMS: Yes' and 'Verbal consent obtained from the patient to submit information to the Maine QuitLink via direct messaging.'