

Updating Details in the National Health Services Directory (NHSD):

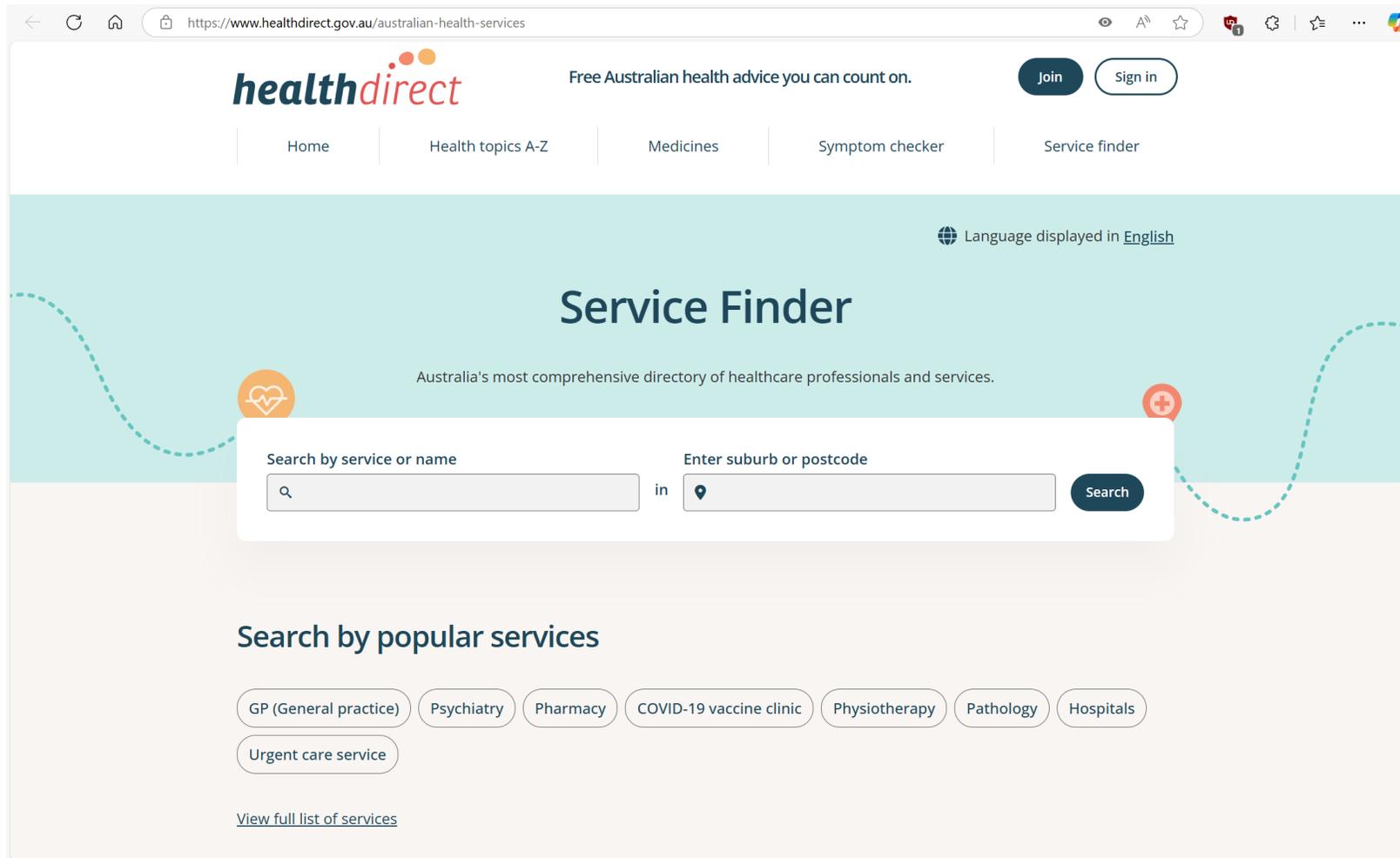
Using the 'suggest an edit function'

March 2025



Updating details in the NHSD

1. Open the Healthdirect [Service Finder](#) ([Find a health service | healthdirect](#))



The screenshot shows the Healthdirect website's Service Finder page. The browser address bar displays <https://www.healthdirect.gov.au/australian-health-services>. The page header includes the Healthdirect logo, the tagline "Free Australian health advice you can count on.", and "Join" and "Sign in" buttons. A navigation menu contains "Home", "Health topics A-Z", "Medicines", "Symptom checker", and "Service finder". A language selector indicates "Language displayed in English". The main heading is "Service Finder" with the subtitle "Australia's most comprehensive directory of healthcare professionals and services." Below this is a search form with two input fields: "Search by service or name" and "Enter suburb or postcode", separated by "in", and a "Search" button. Underneath the search form is a section titled "Search by popular services" with buttons for "GP (General practice)", "Psychiatry", "Pharmacy", "COVID-19 vaccine clinic", "Physiotherapy", "Pathology", "Hospitals", and "Urgent care service". A link "View full list of services" is located at the bottom left of the page.

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2. Locate the service on [Service Finder](#) by:

- searching for the service type AND
- Searching by the suburb or postcode

The screenshot shows the HealthDirect website's Service Finder page. The URL is <https://www.healthdirect.gov.au/australian-health-services>. The page features the HealthDirect logo and navigation links: Home, Health topics A-Z, Medicines, Symptom checker, and Service finder. A language selector indicates the page is in English. The main heading is "Service Finder" with the subtext "Australia's most comprehensive directory of health care professionals and services." Two red circles with numbers 1 and 2 highlight the search input fields. A search dropdown menu is open, showing "Popular services" with options like "GP (General practice)", "Psychiatry", "Pharmacy", "COVID-19 vaccine clinic", "Physiotherapy", "Pathology", and "Hospitals". Below the dropdown are buttons for "COVID-19 vaccine clinic", "Physiotherapy", "Pathology", and "Hospitals".

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3. Once you have entered these details hit 'Search'

The screenshot shows the HealthDirect website's 'Service Finder' page. The browser address bar displays 'https://www.healthdirect.gov.au/australian-health-services'. The page header includes the 'healthdirect' logo, the tagline 'Free Australian health advice you can count on.', and 'Join' and 'Sign in' buttons. A navigation menu contains 'Home', 'Health topics A-Z', 'Medicines', 'Symptom checker', and 'Service finder'. A language selector indicates 'Language displayed in English'. The main heading is 'Service Finder' with the subtitle 'Australia's most comprehensive directory of healthcare professionals and services.' Below this is a search form with two input fields: 'Search by service or name' containing 'Pharmacy' and 'Enter suburb or postcode' containing 'South Brisbane, QLD 4101'. A 'Search' button is located to the right of the second field, highlighted with a red circle containing the number '3'. Below the search form is a section titled 'Search by popular services' with buttons for 'GP (General practice)', 'Psychiatry', 'Pharmacy' (which is selected), 'COVID-19 vaccine clinic', 'Physiotherapy', 'Pathology', 'Hospitals', and 'Urgent care service'. A link for 'View full list of services' is at the bottom left.

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4. Select the relevant service that you would like to update by clicking on its name

The screenshot shows a web browser window with the URL <https://www.healthdirect.gov.au/australian-health-services/search/south-brisbane-4101-qld/pharmacy/310080006>. The search interface includes two input fields: "Search by service or name" containing "Pharmacy" and "Enter suburb or postcode" containing "South Brisbane, QLD 4101". A "Search" button is located to the right of these fields.

The search results are displayed in a list. The first result is "Pharmacy" with the address "Ground Floor, 60 Queen Street, BRISBANE CITY, QLD 4000", "Mixed billing" status, and "0.9km away" distance. A "View details" link is provided below this result.

The second result is "Priceline Pharmacy QUT Brisbane", which is highlighted with a red circle containing the number "4". This result includes the address "Shop P7, Level 3, P Block, Queensland University of Technology, Gardens Point Campus, 2 George Street, BRISBANE CITY, QLD 4000", "No fees" status, "Open now • Closes 5pm" hours, and "1km away" distance. A "View details" link is also present below this result.

The third result is "TerryWhite Chemmart Brisbane City", with the address "Pharmacy and more".

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5. Once you are in the service listing scroll down to the bottom of the page and click on the 'suggest an edit' listing

Billing



No fee

A free service where no payment or Medicare card is required.

Additional information

Services available include: Flu vaccination, Dose administration aids, Needle and syringe program, Staged supply, In pharmacy medication review, Return of unwanted medicines, pharmacist consultations, Simple compounding, Blood pressure monitoring,

[Show more](#) ▼

Other services at this location

COVID-19 vaccine clinic

Influenza (Flu) Vaccine

 [Share](#)  [Print](#)



* Details may vary. Please call the service before visiting to double check details.

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Notice an error on this listing?

[Suggest an edit](#)

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[Help Centre](#) / [NHSD Service Desk](#)



Service Update

This form is used to make updates to services listed on the National Health Services Directory (NHSD). Service details can be reviewed on the [Healthdirect Service Finder](#) or on the NHSD widget.

Required fields are marked with an asterisk *

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Email confirmation to *

Organisation name *

The organisation name as shown on the NHSD and Service finder.

ORG ID: *NHSD use only. Do not edit*

Leave as is: This field is for internal use.

Current Services: *NHSD use only. Do not edit*

Updates made using this form will be applied to all listed services. To remove one of these services, select 'remove a service' and then indicate which one you wish to remove. Do not edit this list.

Do you work for this organisation?

Indicate if you work for the healthcare service or if you are a member of the public. *

- Yes, I work for this healthcare service.
- No, I am a member of the public who wishes to report an error on this listing.



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7. Select 'yes I work for this healthcare service'

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Do you work for this organisation?

Indicate if you work for the healthcare service or if you are a member of the public.*

- Yes, I work for this healthcare service.
- No, I am a member of the public who wishes to report an error on this listing.

To register an additional location or new organisation, please complete the [new registration form](#).

Please complete the form below to request a change to an existing listing on the National Health Services Directory (NHSD). It is recommended that you review your current listing on the [Service Finder](#) prior to submitting any request for changes.

NOTE: the updates will be reflected on all services listed above. If the update is only to a particular service, select other and provide instructions.

Information from your listing that you wish to change:

Select the content you are requesting to change.*

- Additional information of healthcare service
- Address
- After hours contact information
- Alternate hours
- Appointments
- Billing options
- Business Name
- Contact email
- Contact fax
- Contact phone
- Contact website
- Coverage area - home visit services only
- Coverage area- virtual services only
- Operational hours
- Public Holiday hours
- Practitioner

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8. To change the hours due to service disruptions and/or closures, select 'Alternate hours' as the information to be changed.

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Information from your listing that you wish to change:

Select the content you are requesting to change. *

- Additional information of healthcare service
- Address
- After hours contact information
- Alternate hours
- Appointments
- Billing options
- Business Name
- Contact email
- Contact fax
- Contact phone
- Contact website
- Coverage area - home visit services only
- Coverage area- virtual services only
- Operational hours
- Public Holiday hours
- Practitioner
- Referral information
- Service offerings (pharmacies only)
- Service type (add/remove services)

Provide specific dates and times that differ from the normal opening hours.

e.g. Closed 05/03/25 or Open 05/03/25 - 07/03/25 01:00 PM - 05:00 PM

Normal text ▾ | **B** *I* ... | ≡ ▾ | A ▾ | ☰ ☷ | 🔗 <> ⓘ ” — ABC

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9. In the text box add the alternate hours as either 'closed and the date' or provide the date range and times for the alternate open hours.

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Provide specific dates and times that differ from the normal opening hours.

e.g. Closed 05/03/25 or Open 05/03/25 - 07/03/25 01:00 PM - 05:00 PM

Rich text editor toolbar with options: Normal text, Bold (B), Italic (I), Bulleted list, Numbered list, Link, Unlink, Info, Quote, Horizontal line, and ABC.

Permission to publicly display information

I hereby give permission for the information provided in this form to be displayed to the public, unless otherwise specified. If we do not receive permission, the service will no longer be displayed on the [Healthdirect Service Finder](#).

Consent: *

Select...

NHSD Registration Terms & Privacy Policy

All services listed on the NHSD must agree to the [NHSD Registration Terms & Privacy Policy](#).

Privacy Terms and Conditions *

I have read and agree to the NHSD Registration Terms and Privacy Policy.

Contact name *

This will not be displayed to the public.

Contact name input field

Contact email *

Updating details in the NHSD

10. Complete the following fields and click 'send'. The updates will be sent to the NHSD team who will action the changes.

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Permission to publicly display information

I hereby give permission for the information provided in this form to be displayed to the public, unless otherwise specified. If we do not receive permission, the service will no longer be displayed on the [Healthdirect Service Finder](#).

Consent: *

Select... ▼

NHSD Registration Terms & Privacy Policy

All services listed on the NHSD must agree to the [NHSD Registration Terms & Privacy Policy](#).

Privacy Terms and Conditions *

I have read and agree to the NHSD Registration Terms and Privacy Policy.

Contact name *

This will not be displayed to the public.

Contact email *

This email address will be used for contact from the NHSD only. This will not be displayed to the public.