ccube solutions

Software Guide

ccube solutions

Electronic Document and Records

Management System (EDRM)

Admissions/In-Patient Module

User Guide

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2   Revisions and Distribution

Revisions

Revision	Summary of Changes	Author	Date
1	Initial creation of document	Chris Rothwell	27/05/2015
2	Updates added	Collins Manna	23/11/2015
3	Updated	Sarah Butler	27/11/2015
4	Updated	Collins Manna	30/11/2015
4A	Draft for C&W	Stephen Cronbach	07/10/2016
5	General update for EDRM V4.2 system	Andrew Phelps	18/02/2018
6	Screen updates to v4.2	Manish Panchmatia	16/04/2018
7	Moved admin to separate document	Mike King	24/04/2018

3   Introduction

This guide has been created to cover all functionality provided by the In Patients module within CCube Solutions EDRM product. The In-Patient Module provides a list of patients that have been admitted to wards, or are due to be admitted to wards. The patient list can be filter according to various criteria.
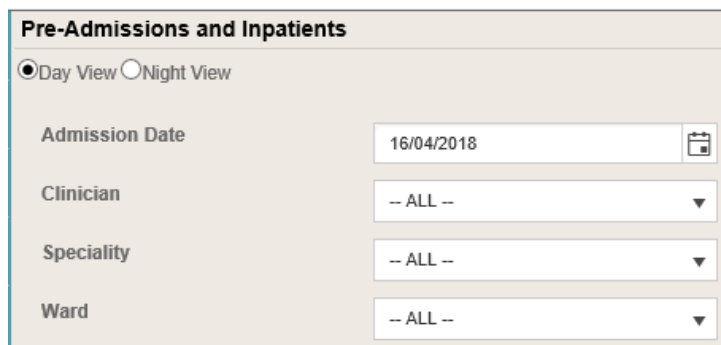
4   Pre-Admission/in-Patient Module

4.1   Overview

Patients admitted to a ward in a hospital can be viewed by clicking the Admission\In Patient screen icon in the left-side navigation menu;

The screen allows two separate modes to view patients admitted to the wards:

1.   Day View – A list of patients filterable by the date of admittance, ward and specialty.
2.   Night View – An unfiltered list of all patients in the hospital, that can be filtered if required.

The reason for separating out the two modes is that a clinician working in the daytime is expected to generally only visit patients under their care whereas at night due to lower staffing levels they are expected to have a view of all patients in the hospital.
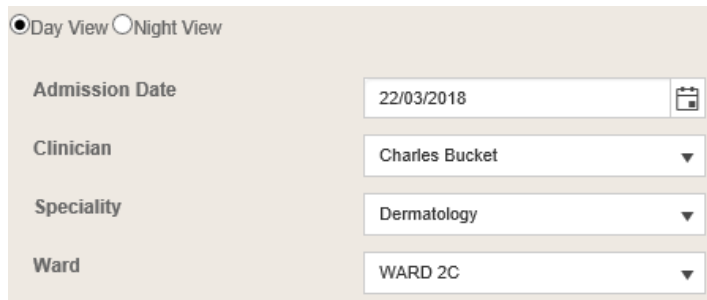
This screen allows the user to search for patients who were admitted to the hospital wards by entering the admission date. This is often used by clinical users who wish to review patient notes prior to them being admitted to a surgical ward. Leaving the admission date empty & hitting 'Enter' on the keyboard will the results to not be filtered by the date.

4.2   Day View

When working in the day time a clinician will need to be able to see which patients are admitted to the hospital ward, allowing them to view the digital health record on the EDRM system.

4.2.1 Filtering

The following filters are available within the Pre-Admission\In Patient module to allow a clinical user to define the display of patients admitted to the hospital wards;
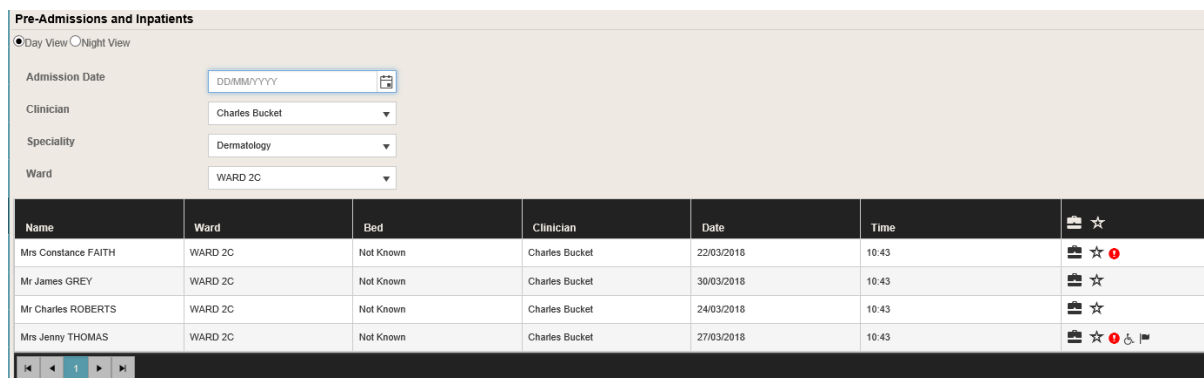

1. Admission Date. Display admissions for a given date.

2. Clinician. Display admissions for a given clinician.

3. Specialty. Display admissions for a given speciality.

4. Ward. Display admissions for a given ward.

In 2 or 3 panel modes if you alter the filters by selecting another clinician, specialty or ward within the dropdown and then either single or double click the inpatient menu icon, it will reset the filters again This affects both Day and Night View.

4.2.2 Patient Display

Having selected the appropriate filters, a list of patients including the ward they are admitted to and the clinician in charge of their care will be displayed below the filters.

When using the Pre-Admissions & Inpatients view the page features will appear as follows;

- Default to the current date
- Display the selected default value for the clinician drop down list
- Display the selected default value for the specialty drop down list
- Display the selected default value for the ward being held for the selected speciality
- If present the Bed that the patient will be located at
- An icon column providing both extra features and additional information

Click a row in the patient list and the corresponding patient health record and documents will be displayed.

4.2.2.1 Icons Column

The icons column allows for both additional functionality as well as additional patient information

In order of the icons appear in the above example:
- Add patient to the 'Briefcase', if the logged in user has permission to view the Briefcase module
- Add patient as a favourite if the logged in user has permission to view the My Patients module
- Patient has Alerts – Click the icon will display all Alerts in an Alerts Modal. Dependant if the 'Allow Alerts Access' permission has been enabled

4.3 Night View

When working in the evening or overnight a clinical user will be able to see all patient admitted to the hospital, regardless of their personal speciality. Any clinician assigned to given wards can therefore see details or patients that have been admitted to those wards.

4.3.1 Filtering

The functionality of night view provides an unfiltered list of all patients admitted to a ward within the hospital and therefore all filters are defaulted to ALL so as to display all patients.

A Clinician can use the filters available to filter the patient list and open the patients in the same way as can be done in day view.