



Sunrise
Clinical Manager



Sunrise Clinical Manager (SCM) View-Only Training

General Use Guide

UK Hosp, Staff Education

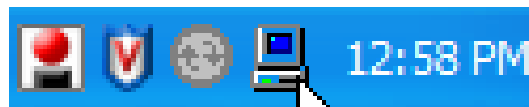
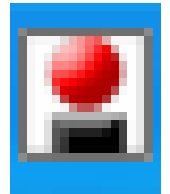
Logging on to SCM

- At the desktop, double click on the Sunrise Clinical Manager icon.

OR



- At the bottom of the desktop double click on the Citrix icon found in the bottom right of the task tray.



Logging on to SCM

- Type your SCM name and password into the defined fields.
- Click **OK**.

Sunrise
Clinical Manager

ECLIPSYS

XA
Xenit Architecture

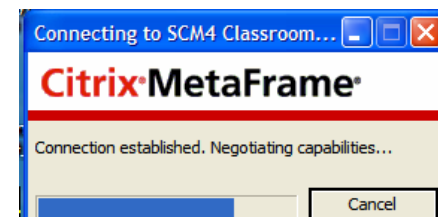
User: cedrum0

Password: xxxxxxxx

Welcome to XADEV01_40.

OK Exit Help

Note: A Citrix MetaFrame screen may briefly show before the login screen appears.



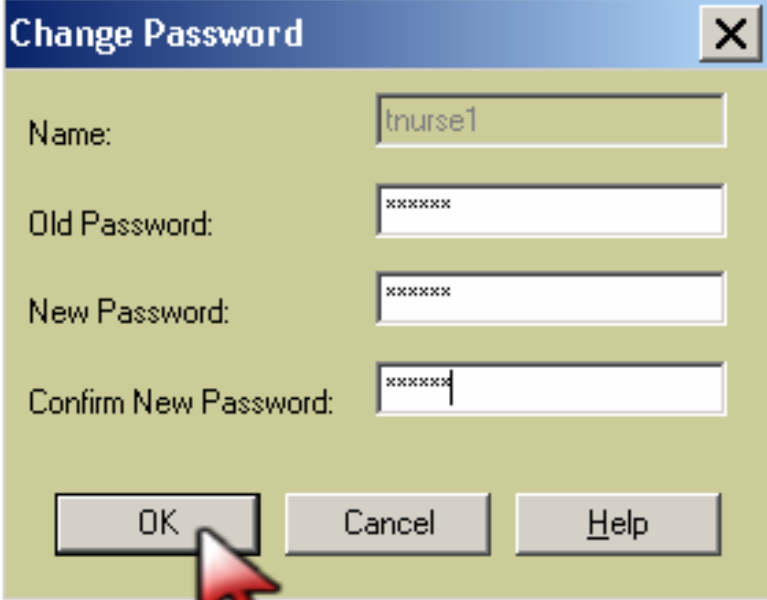
Trouble Shooting Logon Problems

- Is the Caps Lock On?
- Did you enter the correct name and password?
- Is the system in a downtime?
- Does the computer need to be rebooted?
- If you still cannot logon, try another computer and notify the Support Center of the problems with logging on (even if you are able to logon to another computer).

Support Center 323-8586 (Open 24/7)

Changing Your Password

- The first time you login, the **Change Password** dialog box opens.
- In the **Old Password** field, enter the password given you by your system administrator.
- In the **New Password** field, enter a new password chosen by you.
- In the **Confirm Password** field, reenter your new password.
- Click **OK** to store your new password.



The screenshot shows a standard Windows-style dialog box titled "Change Password". It has a blue title bar with a close button (X) in the top right corner. The dialog contains four text input fields, each with a label to its left: "Name:" (containing "tnurse1"), "Old Password:" (containing "xxxxxx"), "New Password:" (containing "xxxxxx"), and "Confirm New Password:" (containing "xxxxxx"). At the bottom of the dialog are three buttons: "OK", "Cancel", and "Help". A red mouse cursor is pointing at the "OK" button.

Note: You can change your password anytime using the **Preferences** menu.

Password Rules

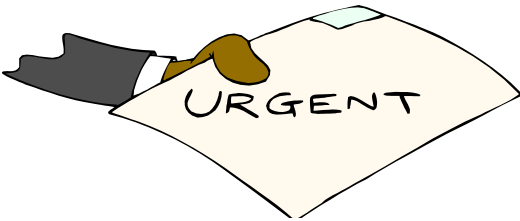
- The password **is** case sensitive
- The password must be at least **8** characters
- The password must contain **3 of the 4 categories**
 - Upper case letter A through Z
 - Lower case letter a through z
 - Numeral 0 through 9
 - One special character such as @ ! # % \$
- The password will expire every **90** days.
- The system does not allow you to repeat the last **8** passwords.

Example Password: Abcdef01 or 123Exyz%

Password issues?

Call the Support Center at 323-8586; Open 24/7

Logoff SCM

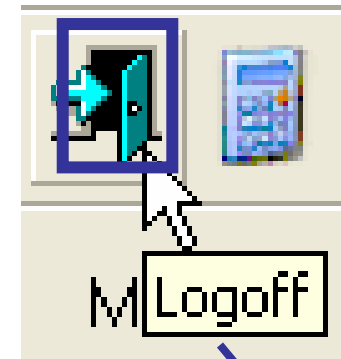


Do **NOT** use the **X** in the title bar to logoff!



Improper logoff can cause a slow down of the SCM system.

The quick and safe way to logoff is to use the logoff icon on the toolbar.



File Registration Edit View GoTo Actions Preferences Tools Help



Click the blue Door icon to logoff.

Suspended Session

- Following Medical Center policy, any idle session will "suspend" automatically after **10** minutes. After and additional **15** min "auto log-off".
- **To Suspend manually** Click the **Suspend Session** icon.



- **Resume** your session by clicking on "Your Name" on the Task Bar.



- Type in your password.
- Click **OK**.
- Resume work where you left off.
- **Tip:** **Refresh** the screen often using this icon on the tool bar.



The Look and Feel of SCM - Sorting Columns

COKE, DIET - Sunrise Clinical Manager

File Registration Edit View GoTo Actions Preferences Tools Help

COKE, DIET
1ADM-101-B

Patient List Orders Results Documents Patient Info Summary Clinical Sum

Current List: ukh

| Patient Name | Patient ID / Visit Number | Birthda... | |
|------------------------|---------------------------|--------------|------|
| ASHLOCK, CAROL | 070460811/070460811-60... | 13-Apr-19... | 1CA |
| ASHLOCK-JONES, AUBR... | 012722005/012722005-53... | 10-Jul-19... | Host |
| BLAKELY, BARRY | 010003564/010003564-53... | 10-Oct-19... | 4 Ea |
| BLAKELY, BARRY | 010003564/010003564-53... | 10-Oct-19... | Host |
| BLAKELY, BARRY | 010003564/010003564-98... | 10-Oct-19... | Rad |
| CHARGE, DEBBY SUE | 010378404/010378404-60... | 01-Mar-1... | 55-5 |
| CHARGE, KARLA | 010300002/010300002-53... | 02-Dec-2... | Eme |
| CHARGE, KARLA | 010300002/010300002-60... | 02-Dec-2... | 4E-4 |
| CHARGE, ROBERT | 070228127/070228127-60... | 15-Feb-1... | 5w- |

SOUTHWORTH, KARLA - Sunrise Clinical Manager

File Registration Edit View GoTo Actions Preferences Tools Help

SOUTHWORTH, KARLA
1ER-150-A

Patient List Orders Results Documents Patient Info Summary Clinical Sum

Current List: ukh

| Patient Name | New Orders | Patient ID / Visit Number | Birthda... |
|-------------------|------------|---------------------------|------------|
| TRAINCBL, STAN | ▼ | 010004349/010004349-53... | 25-Sep... |
| TRAINCBL, SALLY | ! | 010004315/010004315-53... | 09-Feb... |
| TRAINCBL, MOLLY | ! | 010004331/010004331-53... | 21-Jan... |
| TRAINCBL, JOHN | ! | 010004307/010004307-53... | 01-Jul... |
| TRAINCBL, BILLY | ! | 010004323/010004323-53... | 10-Oct... |
| SOUTHWORTH, KARLA | ▼ | 010004117/300000-0000 | 12-Dec... |
| SOFTMED, VINCENT | | 010003218/010003218-60... | 20-Oct... |
| SOFTMED, TESTOBSV | | 012466686/012466686-60... | 21-Nov... |

SOUTHWORTH, KARLA - Sunrise Clinical Manager

File Registration Edit View GoTo Actions Preferences

SOUTHWORTH, KARLA
1ER-150-A

Patient List Orders Results Documents Patient Info Sum

Current List: ukh

| Patient Name | New Orders | Patient ID / Visit Number |
|------------------------|------------|---------------------------|
| TRAINCBL, BILLY | ! | 010004323/01000 |
| TRAINCBL, JOHN | ! | 010004307/01000 |
| TRAINCBL, MOLLY | ! | 010004331/01000 |
| TRAINCBL, SALLY | ! | 010004315/01000 |
| SOUTHWORTH, KARLA | ▼ | 010004117/300000 |
| TRAINCBL, STAN | ▼ | 010004349/01000 |
| ASHLOCK, CAROL | | 070460811/07046 |
| ASHLOCK-JONES, AUBR... | | 012722005/01272 |

The above patient list is sorted in alphabetical order. The sort is accomplished by clicking on the column header. The up arrow indicates an alphabetical sort.

This patient list is sorted in reverse alphabetical order. The sort is accomplished by single clicking on the column header. The down arrow indicates a reverse alphabetical sort.

A secondary sort is accomplished by first clicking on the primary sort field (in this case the New Orders column) and then holding down the shift key and selecting the secondary column to sort (in this case the Patient Name column).

The Look and Feel of SCM - Moving Columns

The image consists of three side-by-side screenshots of the Sunrise Clinical Manager software interface, demonstrating how to move a column in a table.

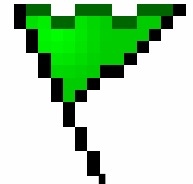
- Left Screenshot:** Shows the 'SOUTHWORTH, KARLA' patient record. A table with columns 'Patient Name', 'New Orders', and 'Patient ID / Visit Number' is displayed. The 'New Orders' column header is being dragged, as indicated by a red arrow and a 'New Orders' label above it.
- Middle Screenshot:** Shows the same patient record. The 'New Orders' column has been moved to the right of the 'Patient ID / Visit Number' column. A red arrow points to the new position of the column header.
- Right Screenshot:** Shows a different patient record, 'COKE, DIET'. The table structure is identical to the middle screenshot, with the 'New Orders' column in its new position.

Moving columns is very easily done. Place the mouse over the column header of the column you wish to move, then click and hold the left mouse button down. You will see the column header “lift off” the page (left above). Move the mouse and watch the red arrows move until the arrows are in the area you wish the new column to be located (middle above). When positioned correctly, release the mouse button and the column will appear in its new location (right above).

Flags

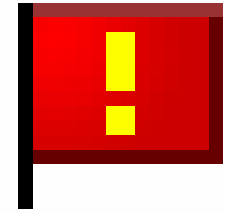
Flags will show on the **Patient List** tab, the **Orders** tab, and the **Results** tab.

Meaning of the Green Flag:



- **New Results:** New “**normal**” lab results have been posted *or* New Text results have been posted
- **New Orders:** New “**routine**” orders have been written
- **To Sign:** New orders need to be signed
- **To Verify:** New orders need to be verified

Flags (cont.)



Meaning of the Red Flag:

- **New Results:** “**Abnormal**” Test Results are posted
- **New Orders:** “**STAT**” Orders have been written
- **Unacknowledged Alerts:** Generally alerts can only be acknowledged by a physician.

Activating New Flag Option

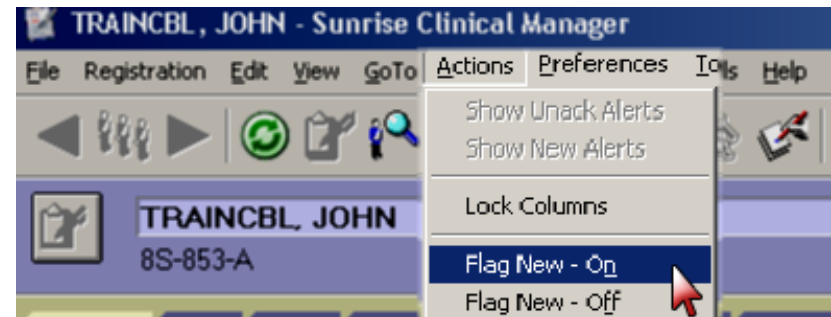
- From the **Patient List**, display the **Flag New Column**.

Turn **Flag New on/off** for a single patient by double clicking in the empty Flag New box.

OR

Turn **Flag New on/off** for multiple patients by:

1. Highlight the patients in your list you want
2. From the **Actions** menu select **Flag New On** or **Flag New Off**.
3. Select **Yes** to turn flags on or off for all highlighted patients.



Patient List and Flags



The screenshot shows a patient list interface. At the top, patient information for LISA APPLE is displayed, including ID 018010116 and location 6W-675-B. Below this is a navigation bar with tabs for Patient List, Orders, Results, Documents, Patient Info, and Summary. The current list is '6 Main' with 3 visits. A table lists three patients: LISA APPLE, DOCTOR PEPPER, and KARLA SOUTHWORTH. The 'Flag New' column has checkboxes for each. The 'New Results' column shows a red flag for Doctor Pepper and a green flag for Karla Southworth. The 'New Orders' column shows green flags for all three patients.

| Patient Name | Patient ID / Visit Number | Birthdate | Current Location | Visit Status | Admit Date | Admit Time | Flag New | New Results | New Orders |
|-------------------|---------------------------|-------------|------------------|--------------|--------------|------------|-------------------------------------|-------------|------------|
| APPLE, LISA | 018010116/0180101... | 04-Nov-1... | 6W-675-B | ADM | 02-Dec-20... | 14:05 | <input checked="" type="checkbox"/> | | |
| PEPPER, DOCTOR | 010004265/0100042... | 01-Dec-1... | 6W-674-A | ADM | 02-Dec-20... | 07:00 | <input checked="" type="checkbox"/> | | |
| SOUTHWORTH, KARLA | 010004117/0100041... | 12-Dec-1... | 6W-675-A | ADM | 02-Dec-20... | 11:40 | <input checked="" type="checkbox"/> | | |

When **Flag New** is turned on, the **New Results** and **New Orders** columns will display Red and Green flags indicating that there are new items posted.

 **Tip:** You can click on the Flags to view the new results/orders from the Patient List screen.

PATIENT LISTS

TRAINCBL, STAN - Sunrise Clinical Manager

File Registration Edit View GoTo Actions Preferences Tools Help

TRAINCBL, STAN 010004349 / 010004349-5336 40y Male
8S-861-A Tibbs MD, Phillip A

Patient List Orders Results Documents Patient Info Summary Clinical Summary

Current List: *Training Pts 5 Visit(s) Save Selected Patients...

| Patient Name | Patient ID / Visit Number | Current Location | Admit Date | Provider | Flag New | New Results | New Orders | Unack Alerts | New Alerts | New Docum... | To Sign |
|-----------------|---------------------------|------------------|--------------|---------------------|----------|-------------|------------|--------------|------------|--------------|---------|
| TRAINCBL, JOHN | 01 0004307/010004... | 8S-853-A | 02-Dec-20... | Tibbs MD, Phillip A | | | | 🚩 | | | ▼ |
| TRAINCBL, SALLY | 01 0004315/010004... | 8S-855-A | 02-Dec-20... | Kearney MD, Paul A | ☒ | | | | | | ▼ |
| TRAINCBL, MOLLY | 01 0004331/010004... | 8S-856-A | 02-Dec-20... | Tibbs MD, Phillip A | ☒ | | | 🚩 | | | ▼ |
| TRAINCBL, BILLY | 01 0004323/010004... | 8S-858-A | 02-Dec-20... | Tibbs MD, Phillip A | | | | | | | |
| TRAINCBL, STAN | 01 0004349/010004... | 8S-861-A | 02-Dec-20... | Tibbs MD, Phillip A | | | | | | | ▼ |

- **Patient List Tab:** The **Patient List** displays when you start Sunrise Clinical Manager. It provides easy access to patient charts and notifies you about new information regarding those patients.
- **Current List:** The first time that you logon, the name of the list that appears in this box will be the **Default Patient List** based on location which has been assigned to you according to your job function and security privileges.

Patient Lists in SCM

- A **Default** list may be displayed when you open your SCM session. You can also create your own list(s) of patients.
- **Criteria-based** list -- You set up certain guidelines, such as location or care provider. This list is Dynamic – the list of patients changes as patients are transferred or discharged.
- **Personal** lists -- Do not need to have any characteristics in common. This list is Non-dynamic – patients have to be added/removed by the user.

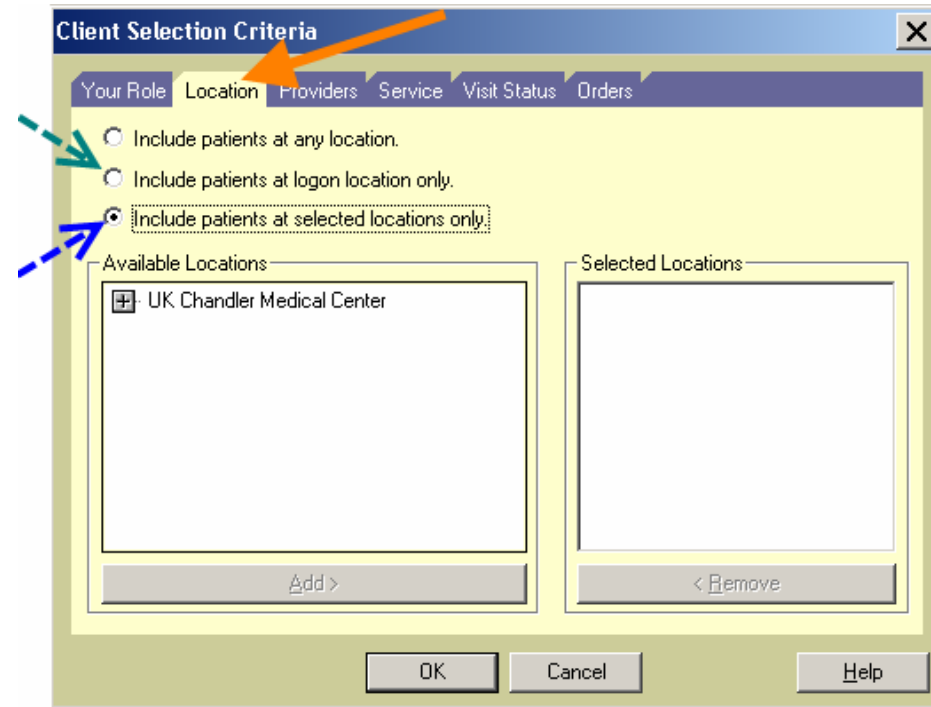
Creating a Criteria Based List

Criteria-based List - based on Location (Dynamic List)

1. From the Default Patient List, click on **File, Maintain List** and click on **New**.
2. This will open up the **Client Selection Criteria** dialogue box
3. Click on the **Location** tab
4. Decide whether you want to view patients at the workstation where you are logged on or patients at other locations.

- **Where logged on only** – select “include patients at logon location only”.

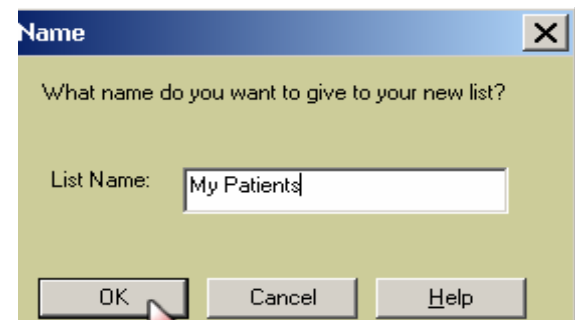
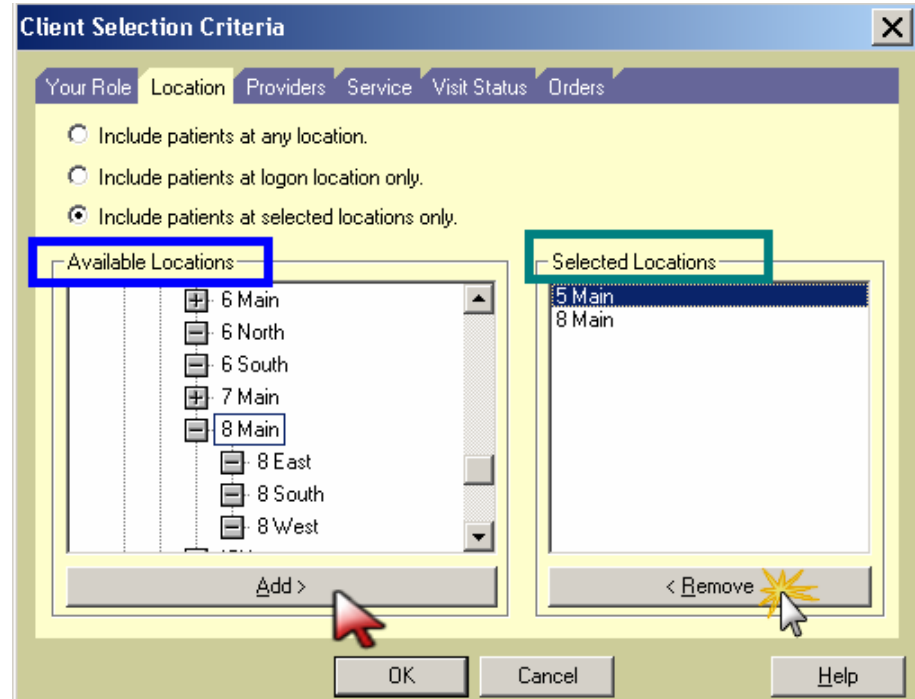
- **Other locations** – select “include patients at selected locations only”.



Creating a Criteria Based List

Building a Criteria-based List - based on Location (cont.)

5. If choosing “selected location only”, you will see two lists displayed: **Available Locations** and **Selected Locations**.
6. Highlight and then click **Add** or **Remove** to add locations to, or remove locations from, the Selected Locations list.
7. Then click **OK**, enter a name for your list and click **OK** again.



Note: A box with a “plus sign” in front of a location indicates hidden information.


Click on the “+” to expand the list of choices.

Creating a Personal List

(Non-Dynamic List)

- From the Default list, select the patients



 Tip – Hold down the CTRL key when selecting different patients from the list.

- Click on the Save Selected Patients button.

Save Selected Patients...

Creating a Personal List (cont.)

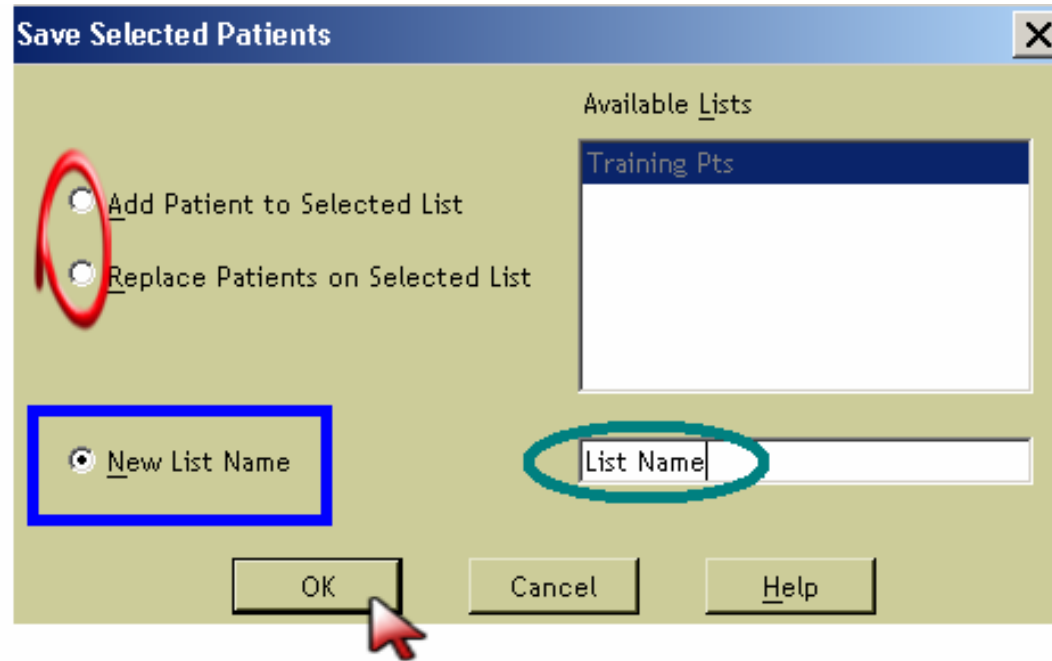
When adding or replacing patients to an existing list:


Select the **Add** or **Replace** option to a selected list.

OR

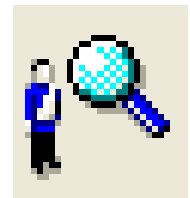
When creating a new list:

1. Select the **New List Name** option.
2. Type the **List Name** in the box.
3. Click **OK**.



 **Tip:** Once a Personal List is created it will always have an * in front of its name.

Finding a Patient



1. Make sure you are on the Patient List tab. From the toolbar, click the **Find Patient** icon.
2. Click on **Name, Identification, Provider or Other** tab.

A screenshot of a software window titled "Find Patient". The window has a blue header bar with a close button (X) on the right. Below the header, there are four tabs: "Name", "Identification", "Provider", and "Other". The "Name" tab is selected. Below the tabs, there is a text input field with the placeholder text "Enter full or partial criteria, then start Search...". Underneath, there are two more text input fields: "Last:" with the text "SOUTHWORTH" and "Given:". Below these fields, there are two checkboxes: "Find similar sounding last names" (unchecked) and "Include patients with highest privacy level" (checked). To the right of the input fields, there are two buttons: "Search" and "New Search". A red mouse cursor is pointing at the "Search" button. At the bottom of the window, there is a section labeled "Search Results:".

3. Enter required information. Click **Search**.

Finding a Patient (cont.)

4.

| Name | Gender | Birth Date | Deceased Date |
|---------------------------|--------|-------------|---------------|
| Southworth (SOUTHWORTH,.) | Female | 01-Mar-2006 | |
| SOUTHWORTH, KARLA | Female | 12-Dec-1972 | |

5.

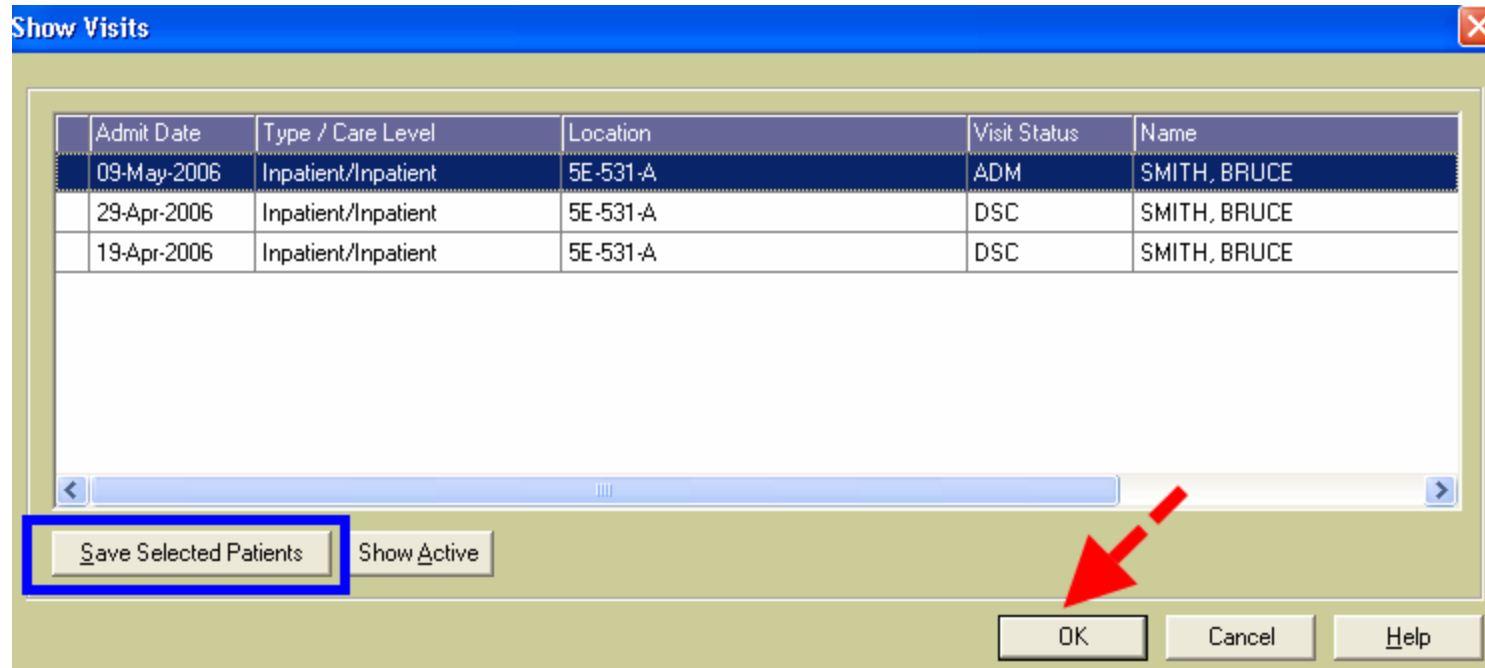
6.

| Admit Date | Type / Care Level | Location | Visit Status | Name |
|-------------|----------------------------|-----------|--------------|-------------------|
| 01-Mar-2006 | Outpatient/Observation Bed | 1ER-150-C | ADM | SOUTHWORTH, KARLA |
| 02-Feb-2006 | Emergency/Emergency Dept | 1ER-150-A | CLS | SOUTHWORTH, KARLA |
| 02-Dec-2005 | Inpatient/Inpatient | 5E-531-A | DSC | SOUTHWORTH, KARLA |

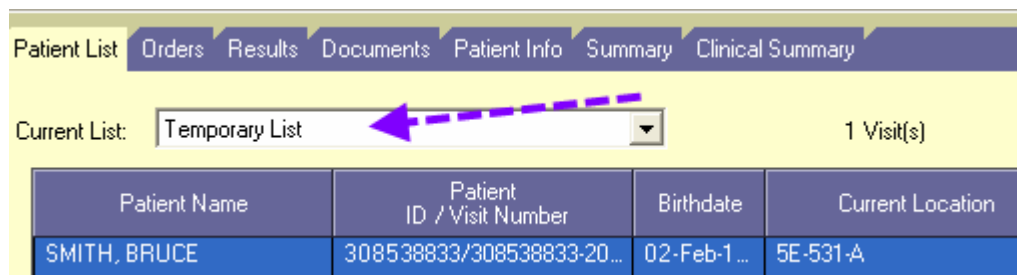
7.

4. Select the patient from the Search results.
5. Click **Show Visits**.
6. Select a visit.
7. Save the patient to a list by clicking on the **Save Selected Patients** button.

Finding a Patient and a Temporary Patient List

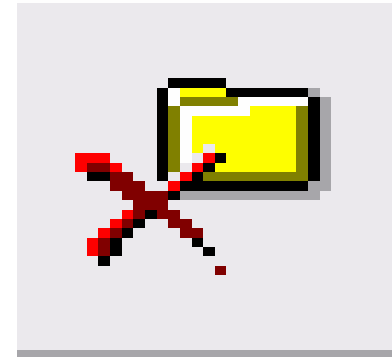


If you click **OK** instead of the **Save Selected Patients** button, this will create a **Temporary** patient list. Temporary patient lists are automatically deleted when you logoff SCM.



Removing Patients from a List

1. Select patient or patient(s) to be removed from the personal list.
2. Click on the **Remove Patient** icon.

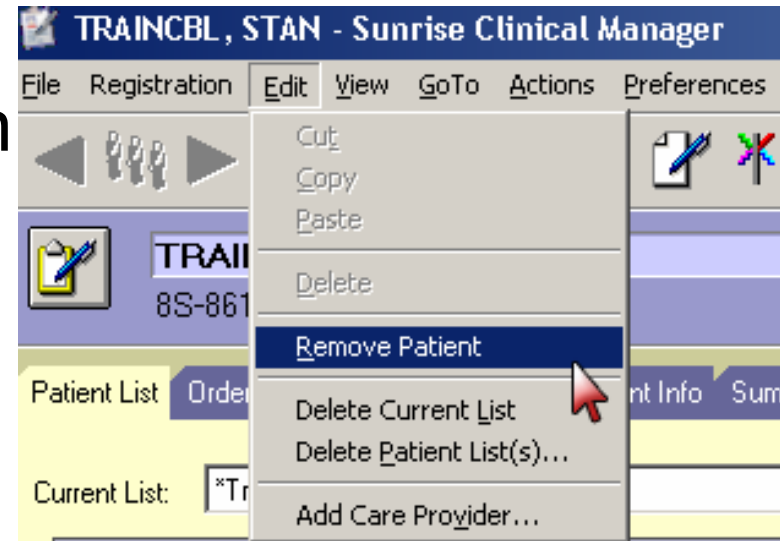


Or

From the menu bar, click on **Edit, Remove Patient**.




TIP: Remember patients can only be removed from a Personal list, not a criteria based list.



The Clinical Summary Tab

The **Clinical Summary** tab shows various information including Alerts, Allergies, Active meds, Lab and Microbiology Results, Documents, and Health Issues. Two views are available with several time frame options. This tab will have more information in the future.


SMITH, BRUCE 308538833 / 308538833-2003 53y Male
 5E-531-A Young MD, Byron

Patient List Orders Results Documents Patient Info Summary **Clinical Summary**

View: **Nursing - All** 2 hours **05-Jul-06 07:28 To 05-Jul-06 09:28** Scroll

| Alerts | | | Allergies | | | | Medications | | | | |
|--------------------------------------|-----------|------------|--------------------------------------|------|----------|----------------|------------------------------------|--------------|------------|-----------------|------------|
| From Start of Chart: 09-May-06 06:33 | | | From Start of Chart: 09-May-06 06:33 | | | | 01-Jan-00 00:00 To 05-Jul-06 09:28 | | | | |
| Alert | Type | Entered... | Allergen | Type | Reaction | Description | Medication | Status | Last Given | SignificantDate | Stop... |
| Action-DC-Cancel Existing Diet Order | WARNING | 22-Jun-... | Tylenol | Drug | Other | upsets stomach | Patients... | Sent to... | | 22-Jun-06 10:28 | |
| Transfer Reconciliation | WARNINGMD | 22-Jun-... | Seafood | Food | Other | | D5-1/2... | Discontin... | | 22-Jun-06 10:21 | 22-Jun-... |
| | | | | | | | Acetamin... | Sent to... | | 22-Jun-06 10:04 | |

| Lab Results | | | | | | | Microbiology Results | | | | | | |
|------------------------------------|--------|-----|-------|-------------|------|----------|------------------------------------|------------|----------------|-------|---------|------|-------|
| 04-Jul-06 09:28 To 05-Jul-06 09:28 | | | | | | | 04-Jul-06 09:28 To 05-Jul-06 09:28 | | | | | | |
| Lab Test | Result | Abn | Range | Result Date | Text | Category | Order Name | Micro Test | Performed Date | Value | Cluster | Text | Range |
| | | | | | | | | | | | | | |

| Documents | | | Health Issues | | | | Emergency Contacts | | | |
|--------------------------------------|--------|--------------|--------------------------------------|------|------------|-------------------|-----------------------------------|------|--------------|------------|
| From Start of Chart: 09-May-06 06:33 | | | From Start of Chart: 09-May-06 06:33 | | | | From Start of Chart: 09-May-06... | | | |
| Document Name | Author | Entered date | Health Issue | Type | Onset Date | Health Issue Code | Description | Name | Relationship | Home Phone |
| | | | | | | | | | | |

Summary Tab

The **Summary** tab displays selected categories from the Patient Info tab in a summarized form. This is a good place to begin to quickly familiarize yourself with important aspects of the patient's chart.

Patient: TRAINCBL, STAN (8S-861-A), 40y Male, Tibbs MD, Phillip A. ID: 010004349 / 010004349-5336

Navigation: Patient List | Orders | Results | Documents | Patient Info | **Summary** | Clinical Summary

Active Alerts

| Type | Alert | Entered Date |
|------|-------|--------------|
|------|-------|--------------|

Active Health Issues

| Type | Code | Health Issue | Onset Date | Entered Date |
|----------|------|------------------|-------------|--------------|
| Admit Dx | | TRAINING PATIENT | 01-Dec-2005 | 17-Feb |

Active Medications

| Name | Summary | Stop Date |
|-----------|---|-----------|
| TPN Adult | II IV - Intravenous Amino Acid: 6% D... | |

Active Allergies

| Type | Allergy | Reaction | Entered Date |
|------|--------------------|----------|-----------------|
| | No Known Allergies | | 24-Feb-06 14:11 |

Active Alerts

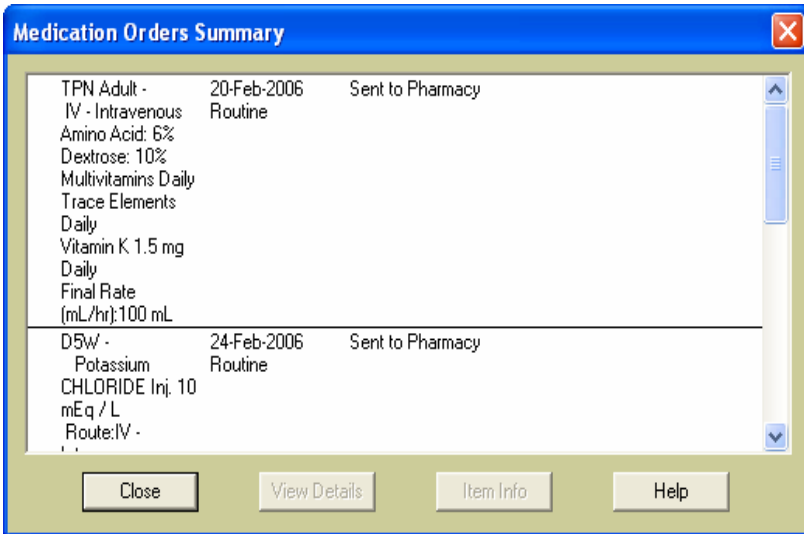
Active Health Issues

Active Medications

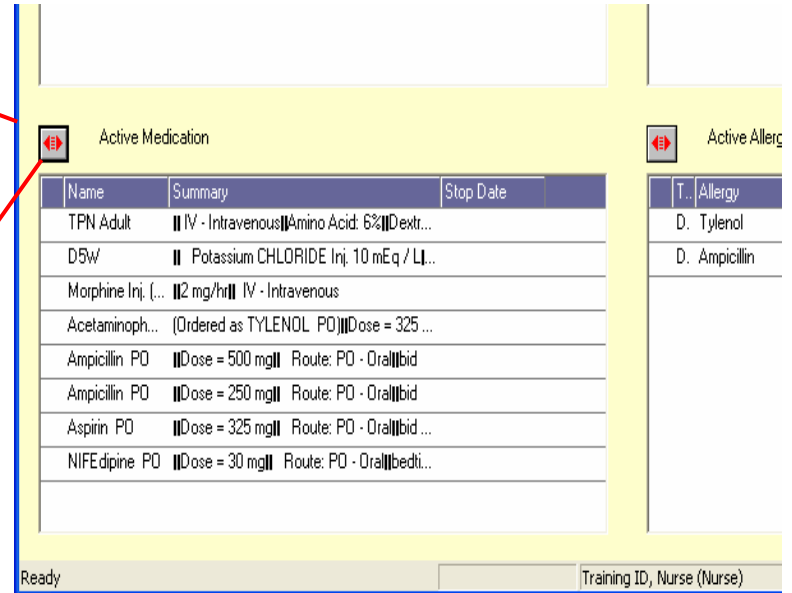
Active Allergies

Summary Tab (cont.)

Each of the four panels can be expanded to display more information, including inactive information, by clicking on the **red arrows** button to the left of the panel title.



The image shows a software window titled "Medication Orders Summary". It contains two medication order entries. The first entry is for "TPN Adult" on "20-Feb-2006", with a status of "Sent to Pharmacy" and a "Routine" order. The details include "IV - Intravenous", "Amino Acid: 6%", "Dextrose: 10%", "Multivitamins Daily", "Trace Elements Daily", and "Vitamin K 1.5 mg Daily". The "Final Rate (mL/hr)" is "100 mL". The second entry is for "D5W - Potassium CHLORIDE Inj. 10 mEq / L" on "24-Feb-2006", also "Sent to Pharmacy" and "Routine", with a "Route: IV". At the bottom of the window are four buttons: "Close", "View Details", "Item Info", and "Help".



The image shows an expanded view of the medication summary. It features a table titled "Active Medication" with columns for "Name", "Summary", and "Stop Date". The table lists several medications, including TPN Adult, D5W, Morphine Inj., Acetaminoph..., Ampicillin PO, and Aspirin PO. To the right, there is a section for "Active Allergy" with a table listing "D. Tylenol" and "D. Ampicillin". Red arrows from the previous image point to the red arrow icons next to the "Active Medication" and "Active Allergy" titles.

| Name | Summary | Stop Date |
|---------------------|--|-----------|
| TPN Adult | IV - Intravenous Amino Acid: 6% Dextr... | |
| D5W | Potassium CHLORIDE Inj. 10 mEq / L... | |
| Morphine Inj. (...) | 2 mg/hr IV - Intravenous | |
| Acetaminoph... | (Ordered as TYLENOL PO) Dose = 325 ... | |
| Ampicillin PO | Dose = 500 mg Route: PO - Oral bid | |
| Ampicillin PO | Dose = 250 mg Route: PO - Oral bid | |
| Aspirin PO | Dose = 325 mg Route: PO - Oral bid ... | |
| NIFEdipine PO | Dose = 30 mg Route: PO - Oral bedi... | |

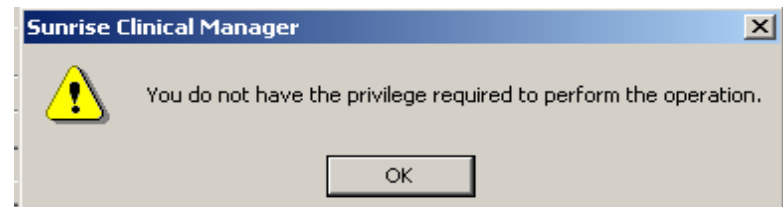
Expanded Panel

Patient Info Tab



The **Patient Info** chart section contains functions to help you view, edit, delete, or discontinue different types of patient information.

Based upon your provider role and security access to SCM, you may be able to enter or change some information in some areas, but not in others. **The SCM system will tell you if you do not have the required privileges.**



Other Chart Tabs

The screenshot shows the Sunrise Clinical Manager interface for patient TRAINCBL, JOHN. The top menu includes File, Registration, Edit, View, GoTo, Actions, Preferences, Tools, and Help. The patient information bar displays the patient's name, ID (010004307 / 010004307-5336), age (45y), gender (Male), and provider (Tibbs MD, Phillip A). Below this, a set of tabs is visible: Patient List, Orders, Results, Documents, Patient Info, Summary, and Clinical Summary. The 'Patient List' tab is currently selected and highlighted with a red box. Below the tabs, the 'Current List' is set to '8south' and shows 5 visit(s). A table lists the patients in the current list:

| New Orders | Patient Name | Patient ID / Visit Number | Birthdate | Current Location | Visit Status | Admit Date | Admit Time | Provider | To Sign |
|------------|-----------------|---------------------------|--------------|------------------|--------------|--------------|------------|---------------------|---------|
| + | TRAINCBL, JOHN | 010004307/010004307-53... | 01-Jun-19... | 8S-853-A | ADM | 02-Dec-20... | 22:08 | Tibbs MD, Phillip A | ✓ |
| + | TRAINCBL, SALLY | 010004315/010004315-53... | 09-Feb-1... | 8S-855-A | ADM | 02-Dec-20... | 22:14 | Kearney MD, Paul A | ✓ |
| + | TRAINCBL, MOLLY | 010004331/010004331-53... | 21-Jan-19... | 8S-856-A | ADM | 02-Dec-20... | 15:07 | Tibbs MD, Phillip A | ✓ |
| + | TRAINCBL, BILLY | 010004323/010004323-53... | 10-Oct-19... | 8S-858-A | ADM | 02-Dec-20... | 22:18 | Tibbs MD, Phillip A | |
| ✓ | TRAINCBL, STAN | 010004349/010004349-53... | 25-Sep-1... | 8S-861-A | ADM | 02-Dec-20... | 15:13 | Tibbs MD, Phillip A | ✓ |

Below the table, a red-bordered box contains the following text:

Other Chart tabs include Clinical Summary, Documents, Results, and Orders. The **Documents** tab shows all transcriptions. The **Results** tab shows all laboratory, pathology, nuclear medicine, radiology, and endoscopy results. The **Clinical Summary** tab will ultimately contain many different components of clinical information for viewing. As the system grows, the Clinical Summary tab will become interactive.

The status bar at the bottom shows 'Ready' and 'DelBello, John T (UKCMC 15)'.

Blue Chart: Vascular, Pulmonary Functions, EMG, EEG, EVP, Neuropsychology, Echo and Gamma Knife testing.

Results Tab

The view in the results **Display Window** can vary, depending on the **filters** chosen in the **View Control Panel**.

Click on **drop-down arrows** to see more choices for **Chart**, **Since**, and the **Result Selection** areas of the **View Control Panel**.

The screenshot shows a medical software interface for a patient named TRAINCBL, STAN (ID: 8S-861-A). The interface is divided into several sections:

- Patient Header:** Displays patient name, ID, and physician (Tibbs MD).
- Navigation Tabs:** Patient List, Orders, Results (selected), Documents, Patient Info, Summary.
- View Control Panel (left):** Contains filters for Chart (All Available), Since (Received/Performed, 19-Feb-2006, Three days ago), Result Selection (All, Display Category Headers, Abnormal, Show Pending), and Display Format (Report by Order, Summary, Trend View, Graph).
- Display Window (right):** A table showing laboratory results categorized by department (e.g., Laboratory-Pathology, Hematology, Chemistry, Microbiology, Blood Bank, Pathology - Cytology, Other, Diag Radiology-Nuc Medicine, General-Fluoro, Ultrasound, Angiography, CT-MRI, Mammography, Other, Special Diag-Resp-Neuro, Cardiology, Endoscopy, Echo, Neurosciences). The table includes columns for dates (Feb 19-22) and checkboxes for 'Missing' and 'New'.

Results Tab (cont.)

TRAINCBL, STAN 010004349 / 010004349-53
8S-861-A Tibbs MD, Phillip A

Patient List Orders Results Documents Patient Info Summary

Tracking New Results All results

| | Feb 3 - Feb 8, '06 | | | | | Feb 9 - Feb 15, '06 | | | | | | | |
|-----------------------------|--------------------|---|---|---|---|---------------------|---|----|----|----|----|----|----|
| | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 |
| Laboratory-Pathology | | | | | | | | | | | | | |
| Hematology | | | | | | | | | | | | | |
| Chemistry | | | | | | | | | | | | | |
| Microbiology | | | | | | | | | | | | | |
| Blood Bank | | | | | | | | | | | | | |
| Pathology - Cytology | | | | | | | | | | | | | |
| Other | | | | | | | | | | | | | |
| Diag Radiology-Nuc Medicine | | | | | | | | | | | | | |
| General-Fluoro | | | | | | | | | | | | | |
| Ultrasound | | | | | | | | | | | | | |
| Angiography | | | | | | | | | | | | | |
| CT-MRI | | | | | | | | | | | | | |
| Mammography | | | | | | | | | | | | | |
| Other | | | | | | | | | | | | | |
| Special Diag-Resp-Neuro | | | | | | | | | | | | | |
| Cardiology | | | | | | | | | | | | | |
| Endoscopy | | | | | | | | | | | | | |
| Echo | | | | | | | | | | | | | |
| Neurosciences | | | | | | | | | | | | | |
| Respiratory | | | | | | | | | | | | | |
| EKG | | | | | | | | | | | | | |
| Pulmonary Functions | | | | | | | | | | | | | |
| Vascular Lab | | | | | | | | | | | | | |
| Other | | | | | | | | | | | | | |
| Other | | | | | | | | | | | | | |
| Other | | | | | | | | | | | | | |

When you see the flags, either click on the Report by Order Display Format or click on the individual Flag itself to view the results.

Results Tab (cont.)

TRAINCBL STAN 8S-861-A 010004349 / 010004349-5336 40y Male Tibbs MD, Phillip A

Patient List Orders Results Documents Patient Info Summary

Tracking New Results All results - Performed since 02-Dec-2005

Chart: This Chart

Since: Received Performed
02-Dec-2005
Start of This Chart
 Retain for next patient

Result Selection: All
 Display Category Headers
 Abnormal Show Pending
New Results...

Display Format: Report by Order Graph
Summary
Trend View










| Test | Value | Unit | Reference Range |
|--|-------|------|-------------------|
| Glucose Level | 170 | ↑ | [70-110 MG/DL] |
| Urea Nitrogen, Blood | 13 | | [7-18 MG/DL] |
| Creatinine Serum Level | 0.6 | | [0.6-1.3 MG/DL] |
| Sodium Level | 138 | | [138-148 MMOL/L] |
| Potassium Level | 4.0 | | [3.6-5.2 MMOL/L] |
| Chloride Level | 100 | | [100-108 MMOL/L] |
| CO2 | 32 | | [21-32 MMOL/L] |
| 06-Feb-2006 06:00 Hemogram | | | |
| WBC Count | 10.4 | | [4.8-10.8 K/UL] |
| RBC Count | 5.20 | | [4.2-5.4 M/UL] |
| Hemoglobin | 15.2 | | [12.0-16.0 GM/DL] |
| Hematocrit | 46.6 | | [37.0-47.0 %] |
| Platelet Count | 180 | | [130-400 K/UL] |
| MCV | 87.4 | | [81.0-99.0 FL] |
| MCH | 28.3 | | [27.0-31.0 PG] |
| MCHC | 32.6 | ↓ | [33.0-37.0 G/DL] |
| RDW | 14.3 | | [11.5-14.5 %] |
| 06-Feb-2006 16:00 Basic Metabolic Panel | | | |
| Glucose Level | 154 | ↑ | [70-110 MG/DL] |
| Urea Nitrogen, Blood | 13 | | [7-18 MG/DL] |
| Creatinine Serum Level | 0.6 | | [0.6-1.3 MG/DL] |
| Sodium Level | 139 | | [138-148 MMOL/L] |
| Potassium Level | 4.0 | | [3.6-5.2 MMOL/L] |
| Chloride Level | 100 | | [100-108 MMOL/L] |
| CO2 | 32 | | [21-32 MMOL/L] |

Use scrollbar to move up/down the list and see more data

In the **Display Format** section, the **Report by Order** filter will display results sorted **by date and time** with each result having the associated order as its header. The most recent results of the selected time frame will be found by scrolling down to the bottom of the view.

Results Tab (cont.)

When viewing results with the **Report by Order** filter, various icons may appear on a result in the display window. The icons with their indication are described here.

| Icons | Description |
|---|---|
|  | Abnormally very low numeric result |
|  | Abnormally low numeric result |
|  | Abnormally very high numeric result |
|  | Abnormally high numeric result |
|  | Abnormal non-numeric result, such as radiology reports, ECG, etc. |
|  | Very abnormal non-numeric result |
|  | Result has undisplayed textual data. Click icon to view the complete text |
|  | The value of the result has changed. Click icon to view the result's history. |
|  | A clustered result, usually used for Microbiology results that often have repeated components. For example, if the component result is Organism (STAPH, and so on.), it might be followed by Sensitivities (PENICILLIN, and so on.). Each organism needs to have the correct component sensitivity results "clustered" underneath it. All the items in a cluster are shown in italics. The first item in the cluster has the Cluster icon |

Orders Tab

The view in the order **Display Window** can vary, depending on the [filters](#) chosen in the **View Control Panel**.

Click on **drop-down arrows** to see more choices for **Chart**, **Since**, **Status**, and the **Order Selection** areas of the **View Control Panel**.

The screenshot shows a software interface with a navigation bar at the top containing tabs: PatientList, Orders, Results, Documents, Patient Info, Summary, and Clinical Summary. The 'Orders' tab is active. On the left is the 'View Control Panel' (indicated by a blue dashed border and a blue box at the bottom labeled 'View Control Panel'). It contains several sections: 'Chart' with a dropdown menu set to 'This Chart'; 'Date Range' with a 'Since' dropdown set to '01-Feb-2005' and a 'Start of This Chart' dropdown; 'To:' with a date input field; 'Status' with a dropdown set to 'All'; 'Order Selection' with a dropdown set to 'All' and a 'Show New Orders...' button; and 'Display Format' with a list of options: 'By Department' (highlighted), 'By Department/Status', 'Requested By', and 'Requested By details'. On the right is the 'Display Window' (indicated by a red dashed border and a red box at the bottom labeled 'Display Window'). It shows a table of orders with columns for 'Orders: All', 'Status: All', 'Department', 'Date', and 'Status'. The table is divided into sections by department: Radiology, Pharmacy/Medications, Dialysis, and Food and Nutrition Services. The data rows are as follows:

| Orders: All | Status: All | Department | Date | Status |
|--|---------------------------------|-----------------------------|-----------------------------------|--------|
| <i>Toe Left 4th Digit - Bedside</i> <i>FIS Number: 1507</i> | <i>Interim Results Received</i> | Radiology | 13-Feb-2006 16:06 | |
| Acetaminophen PO - Dose = 325 mg Route: PO - Oral 5xd | Sent to Pharmacy | Pharmacy/Medications | 01-Mar-2006 Routine | |
| Dialysis Order | Active | Dialysis | 03-May-2006 Routine | |
| Diet, 1 Gram Sodium | Active | Food and Nutrition Services | 20-Mar-2006 Start at Breakfast | |

Orders Tab

The view in the order **Display Window** also changes depending on the choice mad in the **Display Format** area of the View Control Panel.

The screenshot shows the 'Orders Tab' interface. On the left is a 'View Control Panel' with several sections: 'Chart' (set to 'This Chart'), 'Date Range' (set to '01-Feb-2005' to 'Start of This Chart'), 'Status' (set to 'All'), 'Order Selection' (set to 'All'), and 'Display Format'. The 'Display Format' section is highlighted with a blue dashed border and contains four options: 'By Department', 'By Department/Status', 'Requested By', and 'Requested By details'. A blue arrow points from a text box to this section. The main area displays a list of orders with columns for date, time, requested by, entered by, and status. The orders listed are:

| Date | Time | Requested By | Entered By | Status |
|--|-------|--|------------------------------------|-------------------|
| 20-Feb-2006 | 13:15 | Eckerline Jr MD, Charles A (Physician) | GOLDSTEIN MD, FELISSA P. (UNKNOWN) | 4 orders |
| <i>Toe Left 4th Digit - Bedside RIS Number: 15007</i> | | | | |
| 13-Feb-2006 | 16:06 | | Interim Results Received | 13-Feb-2006 16:06 |
| 01-Mar-2006 | 17:23 | Short, David A (UKCMC IS) | | |
| Acetaminophen PO - Dose = 325 mg Route: PO - Oral 5xd | | | | |
| 01-Mar-2006 | | | Routine | Sent to Pharmacy |
| 20-Mar-2006 | 17:02 | Morgan, Tiffany W (UKCMC IS) | | |
| Diet, 1 Gram Sodium | | | | |
| 20-Mar-2006 | | | Start at | Active |
| | | | Breakfast | |
| 03-May-2006 | 11:08 | Wai, Anson G (UKCMC IS) | | |
| Dialysis Order | | | | |
| 03-May-2006 | | | Routine | Active |

The Display Format options also impacts the view in the Display Window

Orders Tab (cont.)

When you see the orders, double left click on the order you wish to view. The order details will be displayed.

Traincbl, Pat2 098014434 / 098014434-2070 31y
7W-774-B Gurley MD, John C

PatientList Orders Results Documents Patient Info Summary Clinical Summary

Chart: This Chart

Date Range: Since 24-Apr-2006 Start of This Chart To: Status: All Order Selection: All Show New Orders... Display Format: By Department By Department/Status Requested By Requested By details

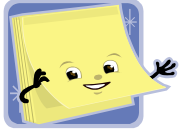
Orders: All Status: All

| Laboratory | Date | Status |
|--------------------------------------|--------------------------|-------------------------|
| Respiratory Culture | 03-Feb-2006 09:30 | Pending Collection |
| Hemogram | 05-Feb-2006 06:00 | Pending Collection |
| <i>Basic Metabolic Panel</i> | <i>05-Feb-2006 06:00</i> | <i>Results Received</i> |
| <i>Basic Metabolic Panel</i> | <i>05-Feb-2006 12:00</i> | <i>Results Received</i> |
| <i>Glucose Level</i> | <i>05-Feb-2006 16:00</i> | <i>Results Received</i> |
| <i>Glucose Level</i> | <i>05-Feb-2006 18:00</i> | <i>Results Received</i> |
| <i>Glucose Level</i> | <i>05-Feb-2006 20:00</i> | <i>Results Received</i> |
| <i>Glucose Level</i> | <i>05-Feb-2006 22:00</i> | <i>Results Received</i> |
| <i>Basic Metabolic Panel</i> | <i>06-Feb-2006 00:00</i> | <i>Results Received</i> |
| <i>Basic Metabolic Panel</i> | <i>06-Feb-2006 06:00</i> | <i>Results Received</i> |
| <i>Hemogram</i> | <i>06-Feb-2006 06:00</i> | <i>Results Received</i> |
| <i>Basic Metabolic Panel</i> | <i>06-Feb-2006 16:00</i> | <i>Results Received</i> |
| <i>Basic Metabolic Panel</i> | <i>07-Feb-2006 06:00</i> | <i>Results Received</i> |
| <i>Hemogram</i> | <i>07-Feb-2006 06:00</i> | <i>Results Received</i> |
| <i>Hemogram</i> | <i>08-Feb-2006 06:00</i> | <i>Results Received</i> |
| <i>Glucose Level</i> | <i>08-Feb-2006 06:00</i> | <i>Results Received</i> |
| <i>Hemogram</i> | <i>24-Apr-2006 06:10</i> | <i>Results Received</i> |
| Radiology | Date | Status |
| US Retroper Ltd Renal Port - Bedside | 02-Feb-2006 09:18 | Performed |

STAT

Double left click the order to see the details

Miscellaneous Reminders



- Turn ON **Flag New** to know when new orders or results have been posted on a patient
- REFRESH as often as you think of it!
- Keep your personal lists current

SCM Downtime Procedures



- If Patient Management (PM) is down, but patient is already registered in PM, continue entering orders on patient. Revert to the paper system for orders and results for patients who have not been registered in PM.
- If SCM is down, revert to paper system for all orders and results.

Additional procedures are outlined in detail in the SCM Resource Book and on the Careweb page.

Resources and Help

Support Center: 323- 8586



Useful Web Sites

Learning Center Web page –

<http://www.mc.uky.edu/LearningCenter>

ICIS Web page (Careweb) –

<http://www.hosp.uky.edu/careweb/>

Other Resources



SuperUsers on each Unit – if you have questions, ask a co-worker or superusers in your area.

Ring cards

Resource Book – at the Nursing pods

Training system on specific floor computers and in room H31a

Careweb page; ICIS tab; CPOE-SCM links on the right

If you continue to have a problem, call the Support Center.

Patient Confidentiality

Remember you signed a confidentiality agreement to protect the privacy of patients records.



Be sure to properly destroy any printed patient information that is no longer needed by shredding it or putting it in a locked confidential recycle container.