

Patient Anywhere

User Guide

for

EMIS Web, PCS & LV users

| | | |
|----------|---|-----------|
| 1 | AUDIENCE | 3 |
| | <i>BlackBerry (menu) button</i> | 3 |
| | <i>Trackpad</i> | 3 |
| | <i>Escape button</i> | 3 |
| 2 | WORKING WITH PATIENT ANYWHERE | 4 |
| | STARTING PATIENT ANYWHERE | 5 |
| | LOGGING IN | 6 |
| | SELECTING A PATIENT RECORD | 8 |
| | <i>Selecting a patient record by patient name</i> | 8 |
| | <i>Selecting a patient record from your appointments / visits</i> | 9 |
| | <i>Closing a patient record</i> | 9 |
| | PATIENT ANYWHERE PATIENT RECORDS | 10 |
| | <i>Demographics</i> | 11 |
| | <i>Summary</i> | 13 |
| | <i>Consultations</i> | 15 |
| | <i>Problems</i> | 17 |
| | <i>History</i> | 19 |
| | <i>Medications</i> | 22 |
| | <i>Repeat issue history</i> | 24 |
| | <i>Investigations</i> | 26 |
| | <i>Attachments</i> | 27 |
| | ENTERING DATA INTO PATIENT ANYWHERE | 29 |
| | <i>Add Consultation</i> | 30 |
| | <i>Add Problem Heading (diagnosis)</i> | 34 |
| | <i>Add History</i> | 37 |
| | <i>Add Examination</i> | 41 |
| | <i>Add Comment</i> | 45 |
| | <i>Add Medication (Rx)</i> | 48 |
| | <i>Add Clinical Term</i> | 51 |
| | <i>Add a blood pressure reading</i> | 53 |
| | <i>Issue from repeat authorisation</i> | 56 |
| | <i>Cancel repeat authorisation (EMIS PCS & LV only)</i> | 58 |
| | DELETING NEW ITEMS | 60 |
| | LOGGING OUT | 61 |
| 3 | USER OPTIONS | 62 |
| | APPLICATION OPTIONS | 63 |
| | <i>Show all items in detail view</i> | 63 |
| | <i>Call patient from record</i> | 63 |
| | <i>Map in demographics</i> | 64 |
| | WIRELESS (BES) OPTIONS | 65 |
| | <i>Attachment maximum size</i> | 65 |
| | <i>TIFF attachments quality</i> | 65 |

1 Audience

This user guide is intended for users familiar with using a BlackBerry device.

A video tutorial can be found on the BlackBerry website *here*:

http://demos.blackberry.com/blackberry_6OS/na/us/gen?IID=EMEA_UK_OS6_Demo



BlackBerry (menu) button

Circled in blue above – click to display menu, hold to switch to a different application

Trackpad

Circled in yellow above – navigate up, down, left and right, and select items.

Escape button

Circled in red above – exit or go back to previous screen.

2 Working with Patient Anywhere

The following section explains how to start Patient Anywhere and how to navigate through the various components, covering:

- Starting and logging in to Patient Anywhere
 - Opening a patient record
 - Moving around Patient Anywhere
 - Entering data into Patient Anywhere
 - Logging out
-

Starting Patient Anywhere

You will find Patient Anywhere in the "Downloads" area on your BlackBerry.

- With the Patient Anywhere icon selected, click the trackpad to open Patient Anywhere
- For touchscreen BlackBerry devices, you may alternatively tap the Patient Anywhere icon directly



Logging in

The Patient Anywhere login screen is displayed:



- Select the appropriate Patient Anywhere User from the displayed list
- Select the white box underneath the word "Password:" and enter your password using the keyboard
- Click "Login" button

You will now briefly see the loading screen as below:



The patient record selection screen is now displayed:



Selecting a patient record

You can select a patient record directly from the displayed list, or from your scheduled appointments and visits.

Selecting a patient record by patient name

- Select the patient record directly and click the trackpad
- Alternatively, start entering the patient's surname and notice that a list of matches is displayed
- You may additionally enter a space, followed by further letters of the patient's forename. This makes searching for patients with very common surnames much easier
- Once you can see the patient you want, select the patient name and click the trackpad



Selecting a patient record from your appointments / visits

- At the patient record selection screen, press the BlackBerry button to display menu (see below, left)
- Select e.g. 'Appointments' in the menu to view your appointments (for example see below, right)



Closing a patient record

From any patient record display screen, press the Escape button to return to the patient record selection screen.



Patient Anywhere patient records

Patient Anywhere displays patient records as a “tree” – open up any section of this tree (by clicking the trackpad, or alternatively tapping directly on touchscreen devices) to display detailed information for the current patient record.



- **Demographics** – patient and registration details, address, telephone
- **Summary** – alerts, active problems, allergies, family history, due diary, health status
- **Consultations** – patient consultations
- **Problems** – active and dormant problems
- **History** – full read code history (non-value and value)
- **Medications** – repeat, acute, past and never issued
- **Investigations** – test results
- **Attachments** – scanned letters and other attached files

Demographics

An overview of registration and contact information for the given patient.



Patient Details

Select "Patient Details" to display patient details, address and telephone numbers e.g.



- Optionally, display a map of the patient's address
- Optionally, call the patient directly from within Patient Anywhere
 - ❖ (See User Options section)



GP Registration Details

Select "GP Registration Details" to display Registered GP, Usual GP and any medication review date.



Summary

The Summary is sub-divided as follows:

- **Alerts** – patient alerts
- **Active Problems** – active problems (significant & minor)
- **Allergies** – drug and non-drug allergies
- **Family History** – Read-coded family history
- **Due Diary** – patient diary items
- **Health Status** – most recent Read-coded health-related items (smoking, BP etc)



Open any Summary subsection to display detailed information for the current patient record.

For example, **Family History**:



Consultations

- Full consultation history, most recent displayed first (e.g. see below, left)
- Open a (dated) consultation to see the contained events (e.g. see below, right)



- Click any item within a consultation for detail view (e.g. see below, left)
- Click **Show All** button to display full consultation in detail view (e.g. see below, right)
 - ❖ (See also User Options section)



Problems

Problems is sub-divided as follows:

- **Active Problems** – active problems
- **Past Problems** – past problems



- Click any item for detail view e.g.



History

History is sub-divided as follows:

- **Non-value clinical terms** – Full history of Read codes without associated value
- **Values (latest)** – Most recent occurrence of any Read code with an associated value (e.g. blood pressure reading)
- **Values (history)** – Full history of Read codes with an associated value



- Click any item for detail view
- Click **Show All** button to display all items in detail view
 - ❖ (See also User Options section)

Non value clinical terms (full history)



Values (latest, full history)



Medications

Medications are arranged as follows:

- **Repeats** – All current repeat authorisations
- **Acutes** – All current acute authorisations
- **Past** – All past repeat / acute authorisations
- **Never issued** – All medications which have never been issued



Repeats

- Select to display all current repeat authorisations for the patient (see below, left)
- Click any medication to display full details (e.g. see below, right)



Repeat issue history

- With a repeat authorisation selected, press the BlackBerry button to display menu (see below, left)
- Select "Show issue history for..." to display full issue history (e.g. see below, right)



Acutes

- Select to display all current acute authorisations for the patient (see below, left)
- Click any medication to display full details (e.g. see below, right)



Investigations

- Select to display investigations for the patient (see below, left)
- Click any investigation to display individual results (e.g. see below, right)



- Click any result and "Show all" for detailed view e.g.



Attachments

- Select to display all attached files and letters
- Click any attachment to display full details (e.g. see below, right)



- Where the attachment is available, click "Open" button to display the attachment
- Examples of attachment in view are shown below



Please note

- You may need additional viewer software installed on your BlackBerry in order to display particular types of attachment

Entering data into Patient Anywhere

Patient Anywhere can record various types of clinical information about a patient, typically when attending a home visit. In this section, you'll be taken through each type as follows:

- Add consultation
 - Add problem heading (diagnosis)
 - Add medication
 - Add history
 - Add examination
 - Add (free text) comment
 - Add general Read code
 - Add BP reading
 - Add non-drug allergy
 - Add adverse drug reaction
-

Add Consultation

- Click the *BlackBerry* button
- Click 'Add Consultation' from the menu



- You will now see the "Add Consultation" screen
- Simply check the date, time & consuler (you can change these), and select the "Place of Procedure" as necessary



- Click the *Escape* button and then 'Save' to continue:



The new consultation is now shown, at the top of the list of consultations:



Add Problem Heading (diagnosis)

Assuming you've added a new consultation to this record...

- Click the *BlackBerry* button
- Select 'Problem..' from the menu



- You will now see the "Add or Review Problem" screen
- Click 'Choose...' button



- Start entering a word included in the problem heading you want and select from the list which forms below; in the example shown, the part-words 'cou smo' are entered, and the Read term "Smokers' Cough" is chosen:



- *Please note:* the Read terms used for selection are all from the Read chapters referring to *diagnosis codes*, which are found in chapters beginning with capital letters (i.e. 'A – Infectious/parasitic diseases' to 'V – Unspecified conditions').

- Click 'Confirm'
- Enter some free text notes, and you can also change the date – if required
- Click the *Escape* button and then 'Save'



You'll now see the problem heading displayed under the new consultation, and also in the appropriate problems section



Add History

Assuming you've added a new consultation to this record...

- Click the *BlackBerry* button
- Click 'History...' in the menu



- You will now see the "Add History" screen



- Click 'Choose...' button
- Start entering a word included in the history Read term you want, and select from the list which forms below; in the example shown, the word 'smoker' is entered, and the Read term "Moderate Smoker – 10-19 Cigs/Day" is chosen:



PLEASE NOTE: The Read terms used for selection are all from the Read chapters referring to *symptom codes*, which are found in chapters beginning with numbers (i.e. '1 – Occupations' to '9 – Administration').

- Click 'Confirm'
- Enter some free text notes – if required



- Click the *Escape* button and then 'Save'



You'll now see the history event displayed under the new consultation:



Add Examination

Assuming you've added a new consultation to this record...

- Click the *BlackBerry* button
- Click 'Examination...' in the menu



You will now see the "Add Examination" screen



- Click 'Choose...' button
- Start entering a word included in the examination Read term you want, and select from the list which forms below; in the example shown, the word 'pulse' is entered, and the Read term "O/E Pulse Borderline Fast" is chosen



PLEASE NOTE: The Read terms used for selection are all from the Read chapters referring to *examination codes* (Chapter '2 – Examinations/Signs).

- Click 'Confirm'
- Enter some free text notes & a value (with units), and you can also change the date – if required



- Click the *Escape* button and then 'Save'



You'll now see the examination event added under the new consultation:



Add Comment

Assuming you've added a new consultation to this record...

- Click the *BlackBerry* button
- Click 'Comment...' in the menu



You will now see the "Add Comment" screen:



PLEASE NOTE: The Read code for "Computer Record NOS" (934Z.) is used for the free text comment.

- Now some free text notes, and you can also change the date – if required



- Click the *Escape* button and then 'Save'



You'll now see the comment appear under the new consultation:



Add Medication (Rx)

Assuming you've added a new consultation to this record...

- Click the *BlackBerry* button
- Click 'Medication...' in the menu



You will now see the "Add Medication" screen:



- Click 'Choose...' button
- Start entering the (generic) name of the drug you want, and select from the list which forms below; in the example shown, the part-word 'asp' is entered, and the drug "Aspirin E/C Tablets 300Mg" is chosen:



- Click 'Confirm'
- Continue and enter dosage, acute/repeat, quantity (qty), etc.
- You can also change the date – if required.
- Click the *Escape* button and then 'Save'



You'll now see the medication displayed under the new consultation:



Add Clinical Term

You can also add an arbitrary (Read coded) clinical term – i.e. a problem, history, examination or a comment.

Assuming you've added a new consultation to this record...

- Click the *BlackBerry* button
- Click 'Add Clinical Term...' in the menu



You will now see the "Add Clinical Term" screen:



- Complete the screen in a similar way as for problems, history, examinations and comments
- Click the *Escape* button and then 'Save'

You'll see the Read coded event added under the new consultation.

Add a blood pressure reading

Assuming you've added a new consultation to this record...

- Click the *BlackBerry* button
- Click 'Add BP Reading...' in the menu



You will now see the "Add BP reading" screen:



- Enter the Systolic & Diastolic readings



- Click the *Escape* button and then 'Save'
- If there are any errors, you will be alerted at this point



- In case of data entry errors, click 'Cancel' to edit the readings

You will see your blood pressure reading under the new consultation:



Issue from repeat authorisation

Where a current repeat authorisation has remaining issues, or has not reached its expiry date, you can issue as follows.

- Select the repeat authorisation from which you wish to issue
- Click the *BlackBerry* button
- Click 'Issue...'*'* in the menu



- Select Issue type and enter a note – if required
- Click the *Escape* button and then 'Save'



- The change will be highlighted in red e.g. as below



Cancel repeat authorisation (EMIS PCS & LV only)

For EMIS PCS and LV users, current repeat authorisations can be cancelled as follows:

- Select the repeat authorisation you wish to cancel
- Click the *BlackBerry* button
- Click 'Cancel...' in the menu



- Enter the reason for cancellation
- Click the *Escape* button and then 'Save'



- The change will be highlighted in ~~red strikethrough~~ e.g. as below



Deleting new items

In Patient Anywhere, newly-added (**red**) items can be deleted. You may need to do this if you enter e.g. the wrong Read code during a consultation

- Red items can be deleted by clicking the *BlackBerry* button and selecting 'Delete xxx' from the menu
- For example:



Logging out

To exit and log out of Patient Anywhere, press the *Escape* button until you see the following query:



- Select 'Yes' to exit Patient Anywhere and log out
- Select 'No' if you wish to continue using Patient Anywhere

3 User Options

Aspects of Patient Anywhere can be changed to suit your preference. Select "Options" menu from any screen to access and change options.



Application Options

This section presents general setting applicable to all users of Patient Anywhere.

Show all items in detail view

Select "Yes" to display all related items in detail view immediately if any clinical item is clicked e.g.



Call patient from record

Select "Yes" to allow telephone calls to be made from your BlackBerry to patients, directly from Patient Details view of the patient record e.g.



Map in demographics

Select "Yes" to display a location map in the Patient Details view of the patient record (you will need a data connection in order for this to work) e.g.



Wireless (BES) Options

These settings are applicable only if you synchronise Patient Anywhere wirelessly.

Attachment maximum size

The maximum accepted size of any patient attachment requested wirelessly. This should be set in agreement with your BES administrator.

TIFF attachments quality

Quality of scanned letter attachments (TIFF file format) requested wirelessly

- Lower quality attachments are smaller, faster to download and consume less data allocation from your BlackBerry data plan – however, these may not be as easy to read
- Higher quality attachments are larger, take longer to download and consume more allocation from your BlackBerry data plan.