

ENTERING NEW PATIENT INFORMATION

You can create a new patient by pressing the **ADD PATIENT** link button on the Dashboard or in the shortcuts on the top right corner of the screen:

My Dashboard			1	н б о т Щ ☆ Ө
WORKLIST NO ITEMS FOR 23 MAY 2016	ADD PAT National Iden NHS +		Hospital Number	
TASKS	Title	Forename	Middle Name	Surname
	Add Patient	Cancel	THAT MATCH THE DETAILS ABOVE	

Fill in the basic relevant details and then select Add Patient

Add Patient to Pathway

When the patient is added, the screen will prompt you to add the patient to a pathway. Select the **BioPoly® Partial Resurfacing Pathway** and complete relevant information to add patient to the Worklist Dashboard.

	TEST, Charlie (F, 24y) NHS: Unknown HOSP: Unknown					
NO ITEMS FOR 27 JUN 2017 - 27 JUN 2017	Pathway Biopoly Partial Resurfacing Pathway	Side • Nothing selected •				
	Start Date					
ADD PATIENT	Add to Worklist Do not create a worklist entry	Add Pathway Add & Open Pathway Cancel				

Select Add & Open Pathway to open the Pathway Dashboard

The Add & Open Pathway will allow you access to the initial tasks that must be completed before operation. Click on initial tasks to access each patient form. Tasks will be removed from list as they are completed.

TEST, Charlie (F, 24y) NHS: Unknown Hose: Unknown 👫 🗐 😌 🔍 🍌 💕 🌣 🚱					
CLINICAL RECORD	BIOPOLY PARTIAL RESURFACING PATHWAY (RIGHT) ACTIVE - Pre-Op Assessment - Procedure Outcome Scores - Complications Notes Future Task				
CLINICAL SCORES	Initial Taska (5 Aerro) = 13 Jun 2017 BMI For Patient Completion				
PATIENT DEIAL PATHABA DEIAL	13 Jun 2017 Co-Morbidilies 13 Jun 2017 Baseline VAS 13 Jun 2017 Baseline KOOS Score 13 Jun 2017 Baseline KOOS Score				
WORLIST HEST PATIENT PORTAL	Il 3 Jun 2017 Baseline Tegner Activity Scale Zo Jun 2017 Self Assessment				
	27 Jun 2017 Pre-Op Assessment				

To reduce potential duplicate records the system will automatically search to see if a patient with identical criteria already exists, if so you will be notified and will be able to add another pathway for this patient.

N.B. Please note we cannot automate the collection of outcome data without an email address.



ENTERING EXISTING PATIENT INFORMATION

To enter or update information from an existing patient, select the **FIND PATIENT** link button in the Dashboard or in the shortcuts on the top right corner of the screen. Enter the relevant information and select **Search**

My Dashboard			A 🗐 🗘 🥎	т 🔜 🚓 🔨 🚯
	FIND PATIENT	NHS Number	Date of Birth	Name
NO ITEMS FOR 27 JUN 2017 - 27 JUN 2017	Pathway Type	•	Ħ	Search
10 CLINICIAN 24 PATIENT				

If the patient has an existing record, their name will display under the search button. Select the green **Active** button in the bottom right corner to access the specific patient's records

My Dashboard			🕇 🗏 🔁 Q	ም 🗒 🔻	۶ و
	FIND PATIENT				
WORKLIST NO ITEMS FOR 27 JUN 2017 - 27 JUN 2017	Hospital Number	NHS Number	Date of Birth	Name	
TASKS	Pathway Type	•			Search
ADD PATIENT HND PATIENT		ay 1993) OSP. Unknown WAY FOR THIS PATIENT	Pathway Biopoly Partial Resurfacing Pathwa 27 Jun 2017	ay (Right)	Owner

The Active button will prompt you to the patient's records with the compiled list of documents that must be completed during or after the patient's appointment as well as a list of the previously completed documents. Selecting one of the initial tasks in red font will prompt you to the electronic document

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	BIOPOLY PARTIAL RESURFACING PATHWAY [RIGHT]	ACTIVE -
13 ITEMS (12 OUTSTANDING)	Pre-Op Assessment Procedure Outcome Scores Complications Notes Future Task	
CLINICAL SCORES	Initial Tasks (5 items)	
OUTSTANDING SCORES DUE	Z7 Jun 2017 Pre-Op Assessment	
PATIENT DETAIL PATHWAY DETAIL		
_		
	27 Jun 2017 Procedure	
WORKLIST HIST PATIENT PORTAL		
	27 Jun 2017 Complications	
	HISTORY (1 items)	

Existing patient information may also be accessed through the TASKS link button on the dashboard. The Tasks dashboard will display each task needed to be completed for or by each patient. Clicking on the patient name will access all the patient's current records.