HEALTHe Newfoundland and Labrador

User Manual



HEALTHe NL Viewer User Manual TABLE OF CONTENTS

1.	. HEALTHe NL Viewer	1
	1.1 Introduction	1
	1.2 Purpose	1
	1.3 Roles and Responsibilities Overview	1
2.	Clinical Roles	1
3.	Getting Acquainted with the User Interface	1
	3.1 Logging in to the HEALTHe NL Viewer	1
	3.1.1Security Questions	3
	3.1.2Reseting your HEALTHe NL Password	4
	3.2 Logging out of HEALTHe NL Viewer	6
	3.3 Inactivity Timeout	7
4.	Navigation Pane	8
	4.1 Icons and Additional Elements	8
	4.2 Shortcut Keys	9
5.	Navigation Pane: Common	9
	5.1 Common: My Details	9
	3.1 Common. My Details	
	5.1.1 General User Information	
		10
	5.1.1 General User Information	10 10
	5.1.1 General User Information	10 10 10
	5.1.1 General User Information 5.1.2 Groups I Belong To 5.1.3 Roles I Perform	10 10 10 10
	5.1.1 General User Information 5.1.2 Groups I Belong To 5.1.3 Roles I Perform 5.1.4 User Attributes	10 10 10 10
	5.1.1 General User Information 5.1.2 Groups I Belong To 5.1.3 Roles I Perform 5.1.4 User Attributes 5.1.5 Clinician Homepage Attributes	10 10 10 10 11
	5.1.1 General User Information 5.1.2 Groups I Belong To 5.1.3 Roles I Perform 5.1.4 User Attributes 5.1.5 Clinician Homepage Attributes 5.2 Common: Worklists	10 10 10 10 11
	5.1.1 General User Information 5.1.2 Groups I Belong To 5.1.3 Roles I Perform 5.1.4 User Attributes 5.1.5 Clinician Homepage Attributes 5.2 Common: Worklists 5.3 Common: Broadcast Messages	10 10 10 10 11 11
	5.1.1 General User Information 5.1.2 Groups I Belong To 5.1.3 Roles I Perform 5.1.4 User Attributes 5.1.5 Clinician Homepage Attributes 5.2 Common: Worklists 5.3 Common: Broadcast Messages 5.3.1 Inbox Summary (Received Messages)	10 10 10 10 11 11 12
	5.1.1 General User Information 5.1.2 Groups I Belong To 5.1.3 Roles I Perform 5.1.4 User Attributes 5.1.5 Clinician Homepage Attributes 5.2 Common: Worklists 5.3 Common: Broadcast Messages 5.3.1 Inbox Summary (Received Messages) 5.3.2 Deleting a Message	10 10 10 10 11 11 12 12

6.	Navigation Pane: Patients	15
	6.1 Patients: Patient Demographic Search	15
	6.1.1 Patient Demographic Search Results	17
	6.1.2 Favourite Search	17
	6.2 Recent Patients	18
	6.3 Worklists	19
7.	Navigation Pane: Providers	20
	7.1 Provider Demographic Search	20
	7.1.1 Provider Search Results	21
8.	Navigation Pane: Worklists	23
	8.1 Worklists	23
	8.1.1 Adding Patient Names from a Patient Search	24
	8.1.2 Adding Patient Names from the Patient Context Bar	24
	8.2 Customizing Worklists	25
	8.2.1 Renaming a Worklist	25
	8.2.2 Edit the Columns that Appear on a Worklist	25
	8.2.3 Remove a Patient from a Worklist	26
9.	Navigation Pane: Links	26
10	0. Dynamic Patient Summary (DPS) Page	28
	10.1 Clinical Documents Frame	29
	10.2 Patient Context Bar	29
	10.3 Clinical Document Viewer (CDV) Tree	30
	10.4 Medication Profile	31
	10.5 Medication Summary	31
	10.6 Drug Prescription Detail	33
	10.7 Drug Utilization Review (DUR)	35
	10.8 Drug Dispense Detail	37
	10.9 Other Medication Summary	38
	10.10 Other Medication Detail	39
	10.11 Demographics Windowlet	40
	10.12 Allergies and Adverse Drug Events (ADE)	41
	10.12.1 Allergy Summary	41
	10.12.2 Allergy Detail	42

	10.12.3 Adverse Drug Event Summary43
	10.12.4 Adverse Drug Event Detail44
	10.13 Devices
	10.13.1 Device Summary45
	10.13.2 Device Prescription Detail
	10.13.3 Device Dispense Detail47
	10.14 Medical Conditions
	10.14.1 Medical Condition Summary49
	10.14.2 Medical Condition Detail
	10.15 Pharmacy Notes
	10.15.1 Pharmacy Note Summary50
	10.15.2 Pharmacy Note Detail52
	10.16 Patient Privacy Override
	10.17 Printer Friendly Version54
11.	. Important Notes 55
	11.1 Title in Printer Friendly Window
	11.2 Printing Detail Pages - Adobe Version 11
	11.3 'Add Search Results to Worklist' Issue
	11.4 Context Icon Message 57
	11.5 Patient Demographic Updates and Worklists

1. HEALTHe NL Viewer

1.1 Introduction

The HEALTHe Newfoundland and Labrador (HEALTHE NL) Viewer is a framework for providing security, and a single, seamless view of a patient's health information. The HEALTHE NL Viewer is built using Orion Health's Clinical Portal software solution.

1.2 Purpose

The purpose of this document is to identify the key concepts within the HEALTHe NL Viewer that will effectively allow the user to utilize the application.

1.3 Roles and Responsibilities Overview

Authorization determines the access users have to parts of Viewer. This is accomplished by mapping the roles and groups in the User Registry to roles and groups in the application.

If a user has one role, they will be mapped with a role of the same name. If they have multiple roles, they will be redirected to a workflow where they select a role to authorize with.

Each role within Viewer is configured to have access to specific parts of the application. The functions include:

- Search for patients;
- View all clinical information;
- Privacy Override.

2. Clinical Roles

The Clinical role will define user access to the available information in the HEALTHe NL system.

For the first release of the HEALTHe NL viewer, the information available is limited to the medication profile data from the Provincial Drug Information System (DIS). For this release, all users will be assigned the 'Clinical – P – Drug' role. Additional Clinical roles will be implemented and assigned during the second release when authorized users will have access to lab results and clinical documents.

3. Getting Acquainted with the User Interface

3.1 Logging in to the HEALTHe NL Viewer

The HEALTHe NL Viewer Login screen is shown in the next page. The pharmacy map and the list of pharmacies that are connected to the Pharmacy Network can be accessed by clicking on the link included in the HEALTHe NL disclaimer.

A username and password are required to gain access to the application. A temporary password will be assigned when the account is first set up.



Healthe NL Viewer Login Screen

Once the user has entered the User ID and temporary password and clicks the login button, or press enter the following prompt appears "Your password has expired, please create a new password". The user clicks "Ok" and a new screen "Password Change" appears.



On the "Old Password" field re-enter your Temporary Password and press the Tab key. On the "New Password" field, enter your new password. On the "Confirm" field, re-enter the new password you just created and press the blue "change" button, or press enter.

For your reference password:

- Must contain numbers, lower and upper cases letters.
- Must be at least 8 characters and maximum 12 characters.
- Can contain special characters (i.e. "!#\$%&*()+/-"). No French characters, or accents are allowed.
- User's password can't be the same or reverse as their Username, and should not contain the user's name or initials.
- Password expires every 90 days, and at end of employment. The system will prompt the user to change his/ her password every 90 days. Please note the last 5 passwords can't be reused.

Press "Ok" at "Password change successful" prompt. The "log in" screen appears again. Enter your User Id and your new password (the one you just created) and click the "log in" button or enter.

Note: The username is not case-sensitive, the password is case-sensitive. If more than one Role is associated with a User, the User is prompted to select a role for this session at which time the user is "logged into the HEALTHE NL Viewer" and assigned the appropriate Role.

3.1.1 Security Questions

The first time the user logs into the HEALTHe NL Viewer and after the user has been authenticated, the user is prompted to set their Security Questions. Upon providing valid answers to the Security Questions, the answers are saved, and the login screen appears again. User enters User ID and Password to log into the HEALTHe NL Viewer.

The "Security Questions" screen is shown below.



Healthe NL Viewer Security Questions Screen

The answers may only contain alphabetical and apostrophe, dash or space characters. The "Reset" link that appears at the bottom clears all fields and sets them back to their default values and clears any banner message that may still be there.

Gathering these answers will enable the user to reset their password.

The collection of the answers to the security questions is done only the first time the users logs into the HEALTHE NL Viewer.

3.1.2 Resetting your HEALTHe NL Password

Please note that in order to reset your password, you must have previously provided answers to the account security questions. If you cannot remember your security question answers, please contact your local RHA Service Desk for assistance in resetting your password.

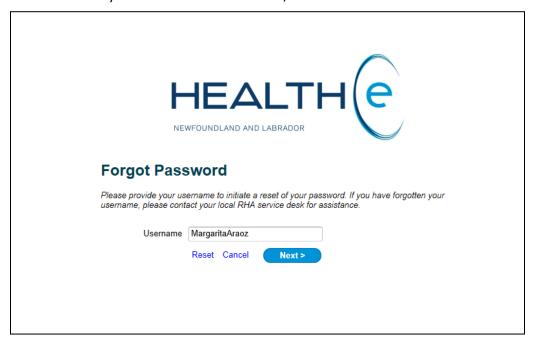
To reset your password follow these steps:

1. On the HEALTHe NL login page, click the "forgot password" link that appears below the user ID and password boxes.



Healthe NL Viewer Login Screen

2. A new screen "forgot password" appears. Enter your user ID/username and click "next." The "Next" button is only enabled if a valid Username/ User Id is entered.



Healthe NL Viewer Forgot Password Screen

3. A new screen with the three security questions appears. Enter responses to each security question and click "next."



Healthe NL Viewer Forgot Password Screen - Security Questions

4. A new screen appears and the user is prompted to enter a new password along with a password confirmation. Click "Next". If successful, the message, "Your password has been successfully reset" appears. Click the "Finish" button.



Healthe NL Viewer Forgot Password Screen - New Password

5. The HEALTHe NL login page appears. Enter your user ID and your new password and hit "enter" or click the "login" button.

3.2 Logging out of HEALTHe NL Viewer

The Logout button is used to exit HEALTHe NL Viewer. It is located in the upper left-hand portion of the menu bar, just above the Common menu.



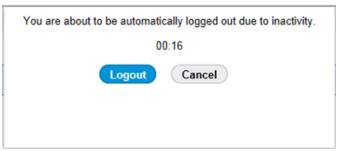
Logout Button

It is important to use the Logout button as opposed to clicking on the X button located in the upper right hand corner of the browser. The logout button will log the user out of the system. If it is not used, the session will remain active for a pre-defined period of time before the inactivity timeout feature is activated.

3.3 Inactivity Timeout

The inactivity timeout feature in HEALTHe NL Viewer ensures robust security by logging out the user if he or she has been inactive for a pre-defined set of time. The inactivity timeout period is currently set to 25 minutes.

The screen below provides an example of the warning a user may see if the user has been inactive for a set period of time.

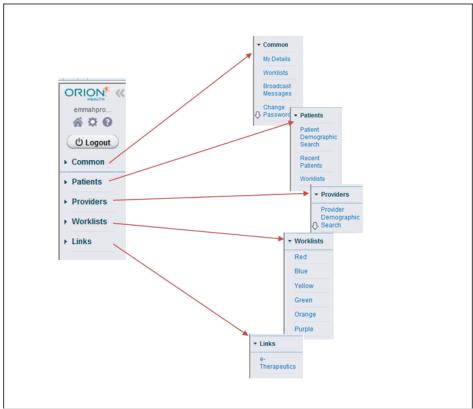


Automatic Logout

Clicking cancel will allow the user to remain active.

4. Navigation Pane

Found on the left hand side of the HEALTHe NL Portal window, it is the primary navigation method. Each menu item contains one or more icons which are graphical links to entry points (screens). Access to menus and items within it are dependent on access privileges granted to the user.



Navigation Pane and application links

4.1 Icons and Additional Elements

The following standard icons and buttons are provided at the top of the Navigation Pane.

Icon	Function	Description	
<<	Autohide	Hide the menu bar, making more screen space available for	
		viewing user information	
	Home	Displays the Clinician Homepage	
₽.	Settings	Displays My Details screen	
0	Help	Provides context specific help	
	<username></username>	The HEALTHe NL Viewer user name.	
Ů Logout	Logout Button	End the current HEALTHe NL Viewer session.	

4.2 Shortcut Keys

The following shortcut keys are available:

Keys	Description
F11	Toggles between a full screen and a standard Windows ® display. This feature is
	not available on Mac OS machines.
F5	Refreshes the screen display.
Tab	Moves to the next field on a screen.
Shift+Tab	Moves to the previous field on a screen.
Enter	Activates the current selected button or option.

5. Navigation Pane: Common

5.1 Common: My Details

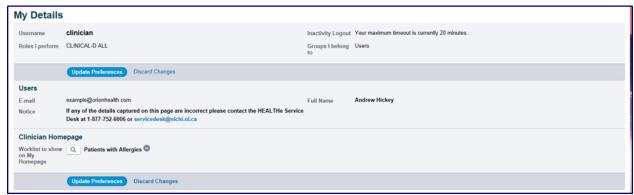


My Details is located in the Common tab of the menu bar. It allows the user to view user details and attributes or choose a single worklist to display on the user homepage. Most of the information is read-only, and is obtained from the centralized EHR User registry upon each login.

Common Tab: My Details

The My Details page is divided into three sections:

- General user information;
- User attributes;
- Clinician Homepage attributes.



My Details Screen

5.1.1 General User Information

The following general section details are displayed in the first section of the My Details page.

Item	Description
Username	The user account name / identifier
Inactivity Logout	The Viewer global inactivity timeout setting
Roles I perform	Roles the user belongs to
Groups I belong to	Groups the user belongs to

5.1.2 Groups I Belong To

This section lists the user's group membership which determines access to the different HEALTHE NL Viewer screens and functions.

5.1.3 Roles I Perform

This section lists the role(s) that have been assigned to the user. See Clinical Roles section above for more details.

5.1.4 User Attributes

The following attributes associated with the user account are displayed. This section is not editable.

Item	Description	
E-Mail	The user's e-mail address (obtained from User Registry Web Service)	
Full Name	Title, First, and Last Name	
Notice	e "If any of the details captured on this page are incorrect please contact the HEALTHe	
	Service Desk at 1-877-752-6006 or servicedesk@nlchi.nl.ca"	

5.1.5 Clinician Homepage Attributes

The Clinician Homepage section displays the following function(s) for customization of the user's homepage:

- Worklist to show on My Homepage.
 - o Allows the user to set the worklist, displayed on the homepage.
 - Select the Worklist to show on My Homepage icon to select the individual worklist to appear on the homepage. If a single worklist is not selected on this screen, all six worklists will appear on the homepage by default.

5.2 Common: Worklists



Worklists allow users to quickly access and manage patient records that may be of special interest.

Common: Worklists

Detailed information is provided in the **Worklists** section of this document.

5.3 Common: Broadcast Messages



The HEALTHe NL Viewer includes a messaging system that allows users to receive information from HEALTHe NL regarding system outages or updates.

Users have the ability to view and delete individual Broadcast Messages through Viewer.

Broadcast Messages are accessed from the Common Menu or from the Clinician Home Page.

Common Tab: Broadcast Messages

The Broadcast Message data is presented in two screens:

Broadcast Messages Inbox Summary;

Broadcast Messages Detail.

5.3.1 Inbox Summary (Received Messages)

By default, the Inbox Summary for Broadcast Messages is sorted by Date.



Inbox Summary

The following columns appear on the **Broadcast Messages** summary screen:

- **Date:** Displays the date and time the message was received;
- Subject: Displays the subject line of the message;
- **Source:** Provides the source name of the message;
- Topic: Displays subject line of message.

The following message attributes apply:

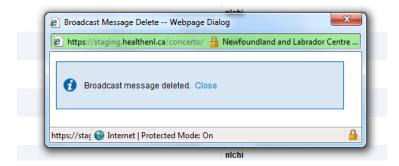
- Bold = Unread message
- Normal = Read message
- Red = High Priority message (read or unread attributes also apply)

Received messages may be sorted by clicking on the data element column label. From this screen, a user may also delete a message that is no longer required.

5.3.2 Deleting a Message

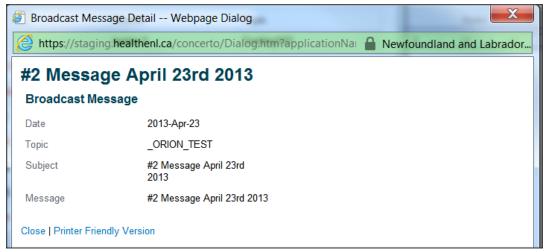
A message can be deleted by clicking the Delete icon next to the selected broadcast message. Note: there is no prompt to ask if you are sure you want to delete this message. The message will be immediately deleted.

Once the delete icon has been selected this message is displayed:



5.3.3 Broadcast Message Detail

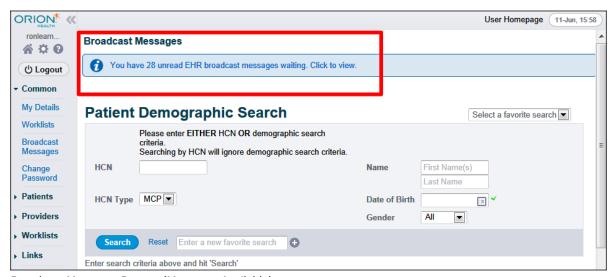
When the message is selected, the Broadcast message details display in a popup window providing detailed record information for any given Broadcast Message.



Sample Received Broadcast Message Detail

5.3.4 Broadcast Message Banner - Clinician Homepage

The Broadcast Message, on the Clinician Homepage, indicates the number of waiting broadcast messages. Clicking this banner leads to the Broadcast Messages page.



Broadcast Messages Banner (Messages Available)

OR

Broadcast Messages You have no EHR broadcast messages.

Broadcast Messages Banner (No Messages Available)

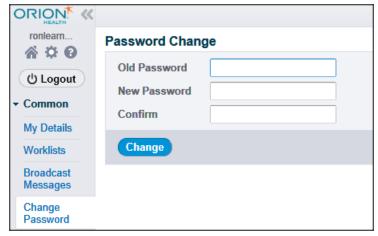
5.4 Common: Change Password



Users can manage password changes outside of enforced timeframes by using the **Change Password** feature in the **Common** menu.

Common: Change Password

The user is redirected to the **Password Change** page. The Healthe NL Viewer collects Old Password and New Password (twice) and submits the responses to the centralized administration system.



Password Change page

There will be circumstances whereby a new password will not be accepted by the system. They are as follows:

Reason Not Accepted	Message Received
Descripted already in history	"You have entered a Password that has been
Password already in history	previously used. Please try again."
	"You have entered an invalid Password. The
Decreased decreased we get accomplexity.	Password must contain numbers, lower case and
assword does not meet complexity	upper case letters and must be at least 8
	characters. Please try again."
Password Mismatch	"Your password does not match. Please try again."

6. Navigation Pane: Patients

6.1 Patients: Patient Demographic Search



The patient search allows users to find a patient using a variety of different search criteria which are detailed below. Users will use the Patient Demographic Search (which encompasses both Demographic and HCN search capabilities).

Patients: Patient Demographic Search

The patient search allows users to find a patient using a variety of different search criteria which are detailed below. The Patient Demographic Search encompasses both Demographic and HCN search capabilities.

It is recommended to search for patients in the Client Registry using the patient's HCN. If the HCN number is not available, it is recommended to search with a minimum of full name (first and last name), combined with the patient's date of birth. Note that wildcards (% and *) are not supported when performing a patient search.

The patient demographic search allows a user to search for a patient using one or more of the following search criteria:

- The patient's **HCN** (**Health Care Number**): The identification must be an exact match. If entered as a part of the search criteria, it will take precedence over all other search criteria.
 - NOTE: HCN Type: Defaults to the preferred patient ID type set assigned to the user.
 (MCP is current default and only HCN currently available).
 - If the information is available the Dynamic Patient Summary will display the patient's additional identifiers (i.e. account number, out of province MCP, RMCP number, etc). However searching by these identifiers will be enabled with Release 2 of HEALTHe NL (targeted for 2015).

OR

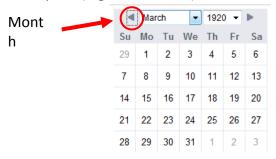
- If the HCN is not available, it is recommended to search with complete first and last name, combined with the patient's date of birth. The results are ranked on closeness of fit.
- You can use the calendar function (circled in red, below) for Date of Birth or you can manually enter the date of birth in the format that is displayed.



- To use the calendar function to select a Date of Birth before 1924.
 - Open your calendar, then select the lowest month/year available from the dropdown list (January 1924)



 Click the month arrow to navigate to the date of birth you are looking for. The year will automatically change to the previous year when you pass on the 12 months of the year. (e.g. March 1920)



Optionally:

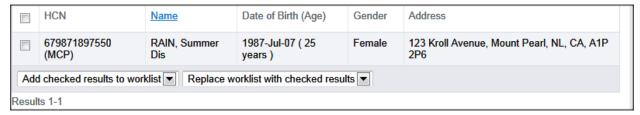
The patient's gender. The patient's first and last name must also be entered. Note: The dropdown
menu for gender on the search page is defaulted to 'All' – which returns male, female, and
'unknown' values.



Patient Demographic Search Criteria

6.1.1 Patient Demographic Search Results

The Patient Search Results are displayed upon execution of the Patient Search, and allow the user to select a patient from a list of results that matches the search criteria. The search results contain columns of information, in a list format, to assist the user in identifying the correct patient.



Patient Search Results

Up to 25 patient search results (maximum) are returned by a patient search. The results are sorted by the patient's last name and display the patient identifier, patient name, the date of birth, patient gender and address.

The patient record can be selected by clicking on the corresponding row. This puts the selected patient into context.

Note: If more than 25 results are returned, a message will display prompting the use the refine the search criteria to retrieve an acceptable count of results.

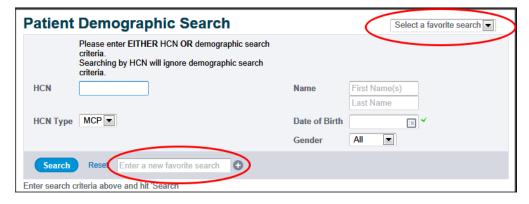
If no results are returned when searching with demographic information, try entering additional details such as date of birth and gender.

6.1.2 Favourite Search

A **Favorite Search** is a saved set of criteria that can be recalled for later reuse. A favorite search is personal to the clinician who created it and cannot be seen or accessed by any other user.

To save a Favorite Search:

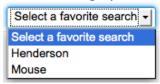
- 1. Enter your search criteria to ensure the specified criteria return the expected patient names.
- 2. Enter a name for the favorite search and then click the **Add** icon .



Add Favourite Search

To access the favorite search:

1. Select favorite search name from dropdown located at the top right of the Patient Demographic Search windowlet as circled above.



Favourite Search Selection

To delete the favorite search:

- 1. Select the favorite search name from the dropdown to delete
- 2. Click minus icon to delete



Delete Search

6.2 Recent Patients



Patients: Recent Patients

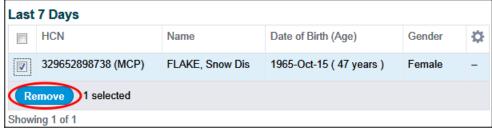
The **Recent Patient** menu option provides a system generated list of the patient records most recently viewed by the user.

The list of patients is sorted into the following three categories:

- Today
- Last seven days
- Last four weeks
- Last 12 months

The result columns displayed in the windowlet are:

- HCN
- Name (Last, First, Middle)
- Date of Birth
- Gender



Recent Patient List

A user may remove patient's record from the Recent Patient list by clicking the check box next to the patient record and click **Remove**, as circled above.

6.3 Worklists



Worklists allow users to quickly access and manage patient records that may be of special interest.

Patients: Worklist

Additional Worklist management details are addressed in the Worklist section of this document.

7. Navigation Pane: Providers

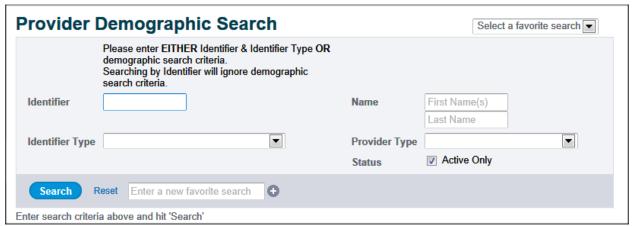
7.1 Provider Demographic Search



The Provider Demographic Search is accessed through the **Providers** link on the Navigation Pane.

Providers: Provider Demographic Search

The **Provider Demographic Search** enables the user to find a provider record by searching by Identifier & Identifier Type or personal details (First and Last Name, Provider Type).



Provider Demographic Search

Provider search criteria are:

Label	Description	
Identifier	Enter Provider ID. If Provider ID is entered, Provider Type must also be entered.	
Identifier Type	Indentifies the licensing body the provider is associated with.	
	Dropdown List selection from:	
	BLANK;	
	College of Physicians and Surgeons;	
	Pharmaceutical Association;	
	Optometric Board;	
	Dental Board;	
	Association of Registered Nurses.	
Last Name	Enter Provider last name A minimum of 1 character plus the wildcard (% or *) or 2	
	characters are required for search. Unchecking the Status box returns both Active	
	and Inactive Providers.	
First Name(s)	Enter Provider first name A minimum of 1 character plus the wildcard (% or *) or 2	
	characters are required for search. Unchecking the Status box returns both Active	
	and Inactive Providers.	
Provider Type	Identifies the discipline of the provider.	
	Dropdown List selection from:	
	• BLANK;	
	Medical Doctor;	
	Pharmacist;	
	Optometrist;	
	• Dentist;	
	Registered Nurse;	
	Registered Nurse Practitioner.	
Status	For both types of searches the Status is respected, but by default only Active	
	Providers are returned.	
	Unchecking status box will return results for Active and Inactive Provider status	

7.1.1 Provider Search Results

The Provider Search Results are displayed upon execution of the Provider Search. The search results contain columns of information, in a list format, to help the user identify the desired provider.

Name	Address	Business Phone	License	Provider Type	Status
FORD, Tim	38 Fowlers Lane, , ,, Conception Bay, NL, CA	(709) 567-9876	55677	Pharmacist	ACTIVE
Results 1-1 Printer Friendly Version					

Provider Search Results

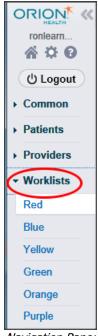
NOTE: Printing can be accomplished from any Search Result, Summary or Detail screen. Please see Printer Friendly Version for details.

Label	Description	
Name	The Providers first and last name.	
Address	The physical workplace address.	
Business Phone	The workplace phone number.	
License	The provider's license number.	
Provider Type	Provider type:	
	Medical Doctor;	
	Pharmacist;	
	Optometrist;	
	Dentist;	
	Registered Nurse;	
	Registered Nurse Practitioner.	
Status	Active or Inactive.	

The search result listing displays up to 15 records per page, to a maximum of 100 total records. If more than 100 records are found, an error message will display prompting the user to refine the search criteria to retrieve an acceptable count of results.

8. Navigation Pane: Worklists

8.1 Worklists



Navigation Pane: Worklists

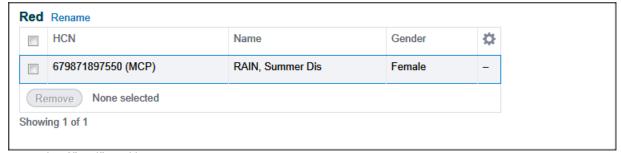
Worklists allow users to quickly access and manage patient records that may be of special interest.

Six worklists are available to each user within the Viewer. Users cannot see the names of patients on another user's worklist, nor can they see the name that the user has given a worklist.

Up to 60 patient names can be added to a worklist. If a user adds more than 60 patients, the oldest records are dropped.

By default, the following worklists and their display names are available:

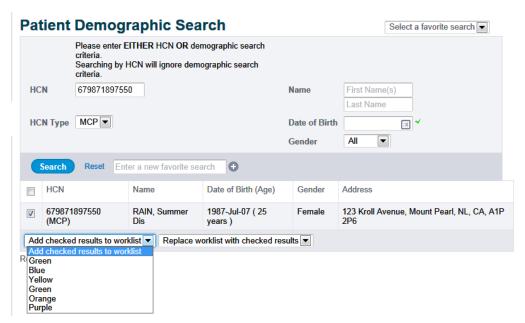
- Red
- Blue
- Yellow
- Green
- Orange
- Purple



Example of "Red" Worklist

8.1.1 Adding Patient Names from a Patient Search

Users can add patient names to a worklist from the results of a patient search. Select the checkbox next to the patient's identifier. To add the patient, the user then selects the worklist option from either of the drop-down lists at the bottom of the screen.



Adding a Patient from a Patient Search

Add checked results to worklist: Add the selected patient names to the top of the worklist without affecting the names which are already on the list. If the results of this action increase the list past the maximum number of 60, the names which have been on the list the longest will be dropped off the list

Replace worklist with checked results: Replaces all patient names in the worklist with the names selected from the patient search.

8.1.2 Adding Patient Names from the Patient Context Bar

The Patient Context Bar (see Patient Dynamic Summary section) displayed for a selected patient includes a **Worklist** icon which can be used to manage the user's worklist memberships. If the patient is currently on a worklist, the flag's background colour will match the colour of the flag associated with that worklist. If the patient is on two or more worklists, the background colour will match the first worklist the patient has been added to based on the order displayed in the drop down list (red, blue, yellow, green, orange and purple).



Adding a Patient from the Context Bar

8.2 Customizing Worklists

8.2.1 Renaming a Worklist

A user can rename a worklist to make it more specific to his or her needs. To rename a worklist, select one of the worklist icons (e.g. Green) from the **Worklists** menu. Alternatively, select the **Worklists option** on the **Patients** menu. Select the **Rename** option as shown in the diagram below.



Renaming a Worklist

The following highlighted field will appear:

My Worklist



Example of Renaming a Worklist

Type in the new name of the worklist and click the **Save** link. This will change the name of the worklist on the Common-Worklists page. Pressing **F5** (Browser Refresh) will update the name under the **Worklists** menu itself.

8.2.2 Edit the Columns that Appear on a Worklist

Click on the **Column** icon in the far right corner of the worklist. Selecting Date of Birth (Age) and Gender from the drop down list, removes the corresponding column from the worklist display.

My Worklist



Editing the Column

Only items in regular font (not greyed out) are able to be removed from the worklist column. To return the column to the worklist, click the icon again and select one or more column selector options to restore the column.

8.2.3 Remove a Patient from a Worklist

A user may remove one or more patients from a **Worklist** by clicking the check box next to the patient record and click **Remove**, as seen below.



Remove a Person from a Worklist

9. Navigation Pane: Links



The Links menu contains links to external references or applications that are relevant to Viewer Users.

Navigation Pane: Links

The Links menu contains:

• The eTherapeutics link that re-directs to http://www.e-therapeutics.ca website.

eTherapeutics is a subscription based website providing drug-specific therapeutic information for pharmacists, physicians and other prescribers. To enter the **eTherapeutics** site, the user will be required to enter the following username and password.

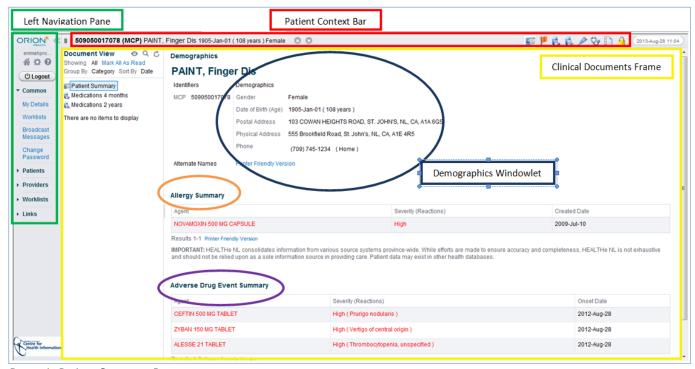
Username: nlchi
Password:0114922



eTherapeutics Website

- The Pharmacy Map link that redirects to the map showing all the pharmacies connected to the Pharmacy Network https://maps.google.ca/maps/ms?vps=2&hl=en&ie=UTF8&oe=UTF8&msa=0&msid=200789239
 - https://maps.google.ca/maps/ms?vps=2&hl=en&ie=UTF8&oe=UTF8&msa=0&msid=200789239503378271702.0004dc3429a15b3b9565b
- The link to the list of Pharmacies connected to the Pharmacy Network http://www.nlchi.nl.ca/images/Live Pharmacies Connected.pdf

10. Dynamic Patient Summary (DPS) Page



Dynamic Patient Summary Page

The Dynamic Patient Summary is displayed when a user selects a patient from the patient search results, the recent patient list or a worklist. It includes the following windowlets and elements:

- 1. Clinical Documents Frame
- 2. Patient Context Bar
- 3. Clinical Document Viewer (CDV) Tree
- 4. Medication profile
- 5. Medication Summary
- 6. Drug Prescription Detail
- 7. Drug Utilization Review (DUR)
- 8. Drug Dispense Detail
- 9. Other Medication Summary
- 10. Other Medication Detail
- 11. Demographics
- 12. Allergies and Adverse Drug Events
- 13. Devices
- 14. Medical Conditions
- 15. Pharmacy Notes
- 16. Patient Privacy Override
- 17. Printer Friendly Version

NOTE: Printing can be accomplished from any Search Result, Summary or Detail screen. Please see Printer Friendly Version for details.

If the patient summary is not currently on screen, it can be displayed by clicking the **Patient Summary** link at the top of the **Document Tree** or by clicking the **Patient Summary** icon located at the top right corner of the screen.

10.1 Clinical Documents Frame

The Clinical Documents Frame displays windowlets of information containing patient data. Depending on where the user navigates in the patient's profile (by selecting items in the CDV tree or Patient Context Bar icons), the content of the Clinical Documents frame is updated to show the relevant information. For example, this is where the patient dynamic summary is displayed, as well as the medication summary, medical conditions, etc.

10.2 Patient Context Bar



Patient Context Bar

The **Patient Context Bar** is visible once a patient has been selected (placed in context). The patient context bar displays the worklist flag, the patient's basic identification details, the context icon, the next and previous patient icons, the patient summary icon and the current date/time.

Patient Context Bar Icons

Worklists — Allows the user to place a patient in a worklist.

Patient Information and includes: Patient Identifier [bold], Last name [caps] Suffix, First name Middle name, Date of Birth (Age) and Gender.

Note: The 'years' field may display as days, weeks, months. If the patient is deceased, the DECEASED label will appear to the right of the patient gender.

Context — This will show the user a list of the patients they have been returned from the search.

Previous — This will take the user to the previous patient in the search results (context) list.

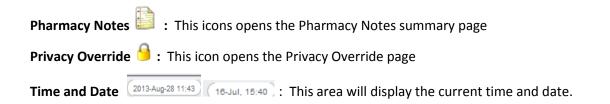
Next — This will take the user to the next patient in the search results list.

Patient Summary : This icon will take the user back to the DPS screen for the selected patient. A patient's Patient Summary is a read-only snapshot of his or her electronic medical record. It is the first screen displayed when a patient's name is selected from a worklist or the results of a search.

Allergies : This icon opens the Allergies and Adverse Drug Event summary

Medication Profile 4 Months : This icon opens the Medication Profile 4 months summary page

Medication Profile 2 Years 🖎: This icon opens the Medication Profile 2 years summary page



10.3 Clinical Document Viewer (CDV) Tree



CDV Tree

The Document Tree is located to the right of the Menu Bar and provides links to view all of the patient's documents. When an item is selected from the CDV tree, the selected item is displayed in the Clinical Documents Frame, the main viewing panel, or the body of the page, to the right of the CDV tree.

Selected shortcuts to Viewer screens are configured to appear in the CDV tree, as an added method for the user to reach key areas of the DPS.

The shortcuts are:

- Patient Summary;
- Medication Profile 4 months;
- Medication Profile 2 years.

CDVTree Display Configuration

All available folders and documents are listed in the CDV tree by default. Filter options can be applied by selecting or entering information into the **Filter** section displayed at the top of the **Document View** screen. The Document Tree Display configurations may be used to sort of filter documents. If there are no current documents displayed, the icons are inactive.



Document Tree: Filter Criteria

Note: The CDV Tree Display Configuration icons are not active at this time. This functionality will be added when lab results and clinical documents are available.

10.4 Medication Profile

The Medication Profile is a component of the DPS, and is accessed by clicking on one of the icons in the shortcuts in the **CDV tree** or the **Patient Context Bar**.

There are two medication profile views provided:

- Medication Profile 4 months;
- Medication Profile 2 years.

Functionally, these provide the same data elements, but the volume of data is restricted to medications prescribed/dispensed in the past four months or two years respectively.

Currently, there is a known issue whereby prescriptions/dispenses older than four months/two years may appear in the list if a note or status has been updated within that period. This issue is expected to be resolved in a future release.

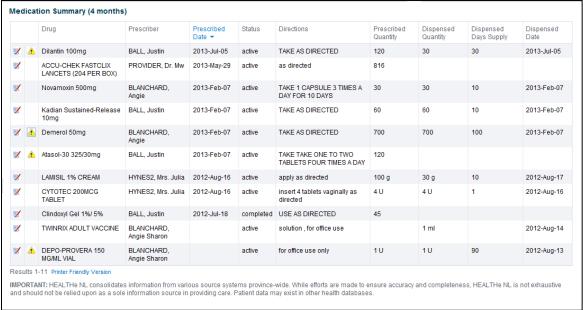
Note: Medication data is sourced from the NL Drug Information System (DIS).

There are two summaries related to the Medication Profile:

- 1. Medication Summary;
- 2. Other Medication Summary.

10.5 Medication Summary

The Medication Summary displays a summary listing of the patient's dispensed medications. Each row in the Medication Summary presents an aggregate of data about the drug prescription and each associated dispense (if any).



Medication Summary

NOTE: Printing can be accomplished from any Search Result, Summary or Detail screen. Please see Printer Friendly Version for details.

Label	Notes
Drug	Displays the drug name, combined with the drug strength and drug form.
	This is the dispensed name if the drug has been dispensed, otherwise, the
	prescribed drug name.
Prescriber	The name of the prescriber.
Date Prescribed	The date the prescription was written.
Status	The dispense status, if the drug has been dispensed. Otherwise, the
	prescription status.
Directions	Dispense directions, if the drug has been dispensed. Otherwise, the
	prescription directions.
Total Qty Prescribed	Displays the total quantity prescribed, including abbreviated units.
Dispensed Qty	If the drug has been dispensed, there will be a value (including abbreviated
	units).
Dispensed Days	If the drug has been dispensed, there will be a value (including abbreviated
Supply	units).
Dispensed Date	If the drug has been dispensed, there will be a value (including abbreviated
	units).

The Medication Summary is sorted by Date Prescribed, then by Date Dispensed. The results may be sorted in ascending or descending order by clicking on the data element column label.

Clicking on any row of the Medication Summary displays the Dispense details in a popup window (see section **Drug Dispense Detail**). If there are no dispenses associated with the record, the following popup appears:

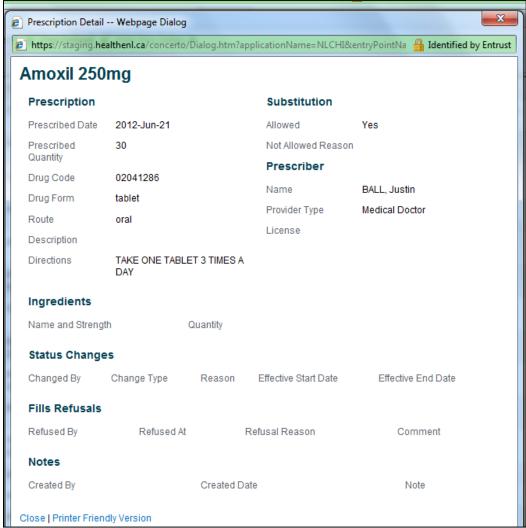


No Dispense Pop-up

10.6 Drug Prescription Detail

Clicking on the Prescription icon , in the row in a row of the medication summary windowlet, displays the Prescription details in a popup window.

The Drug Prescription Detail displays the detailed record information for a given prescription.



Prescription Detail

NOTE: Printing can be accomplished from any Search Result, Summary or Detail screen. Please see **Printer Friendly Version** for details.

The Drug Prescription Detail contains the Prescribed Drug Name as a heading, followed by sections of information containing data items as described below:

Section	Item
Prescription	Prescribed Date – date prescription issued.
	Quantity Prescribed – quantity of medications prescribed.
	Drug Code – Drug Identification Number (DIN) of medication.
	Drug Form – i.e. tablet, inhaler etc.
	Route – How the medication is to be administered i.e. oral, injection etc.
	Description – Additional route information.
	Directions – Instructions on when/how to administer the medication.
Substitution	Allowed – Whether or not a medication can be substituted for another.
	i.e. generic vs brand name.
	Not Allowed Reason – reason why medication substitution should not
	occur.
Prescriber	Name – the legal name of prescribing provider.
	Provider Type – Classification of provider i.e. Medical Doctor etc.
	License – License ID of the provider by the governing body of that
	profession.
Ingredients (List)	Ingredient Name – listing of ingredients contained in the medication.
	Ingredient Strength – the amount of active ingredient contained within
	drug.
Status Changes (List)	Changed By – Name of person who initiated status change.
	Change Type –What the change request is. I.e. Consent request.
	Reason – Reason description for the change.
	Effective Start Date – When change initiated.
	Effective End Date – When status change will end.
Fills Refusal	Refused By – Name of provider that refused to fill the prescription.
	Refused At – Location of provider that refused prescription.
	Refusal Reason – Reason given by refusing provider.
	Comment – Any additional comments given by provider.
Notes (List)	Created By – Name of provider adding data to notes.
	Created Date – Date note was created.
	Note -Any additional information generated by provider(s).

10.7 Drug Utilization Review (DUR)

The Drug Utilization Review is a component of the Medication Profile. It is accessed by clicking on the indicator icon on a record in the Medication Profile. This icon is only present if there is a **Drug Utilization Review warning** present for the given medication.

		<u> </u>							
Medica	tion Summar	y (4 months)							
	Drug	Prescriber	Prescribed Date ▼	Status	Directions	Prescribed Quantity	Dispensed Quantity	Dispensed Days Supply	Dispensed Date
2	apo- meloxicam 7.5mg 7.5mg	BALL, Justin	2013-May- 21	active	TAKE 1 TABLET 2D	60	60	30	2013-May 21
	Apo-K SR 8 neq	BALL, Justin	2013-Jan- 21	active	USE AS DIRECTED	100	100	30	2013-Jan- 21

The Drug Utilization Review (DUR) allows the user to view warnings related to the patient's medications that have been generated by the Pharmacy Network, as well as review any management of the contraindication that may have been taken by a pharmacist. The drug utilization review is based on other potential drug interactions, allergies, etc.

The DUR engine is First Data Bank (FDB).

The current types of DURs that may be encountered are:

Controlled substance

Drug to Drug

Drug to Gender

Drug to Known Disease

Drug to Lactation

Drug to Pregnancy

Duplicate Ingredient

Duplicate Therapy/Switchback

Duration of Therapy

Min/Max

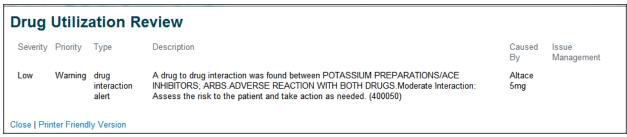
Too Late

Too Soon

Drug to Allergy

Drug Utilization Review Popup

The Drug Utilization Review Issue Popup displays the detailed record information for a given Drug Utilization Review issue.



Drug Utilization Review

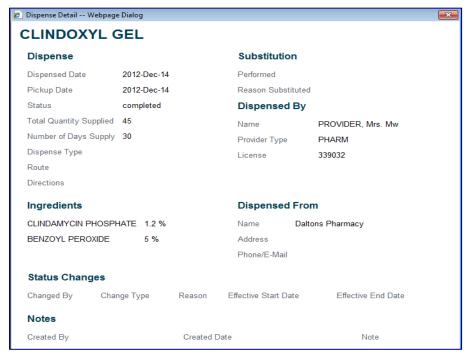
NOTE: Printing can be accomplished from any Search Result, Summary or Detail screen. Please see **Printer Friendly Version** for details.

The Drug Utilization Review Issue Detail contains the text "Drug Utilization Review" as a heading, followed by sections of information containing data items as described below:

Item	Details
Severity	The Issue severity (High, Moderate, Low).
Priority	The Issue priority (Error, Warning, Information).
Туре	Type of issue.
Description	The issue text.
Caused By	The agent causing this issue.
Issue Management	List of issue management items. Each consists of the following fields: Author - The creator of the issue management information; Description - The issue management text; and Date - The date the issue management record was created.

10.8 Drug Dispense Detail

The Drug Dispense Detail displays the detailed record information for a given dispense of a prescription. Clicking on a row within the medication summary windowlet displays the dispense details in a popup window.



Drug Dispense Detail

NOTE: Printing can be accomplished from any Search Result, Summary or Detail screen. Please see **Printer Friendly Version** for details.

The Drug Dispense Detail contains the Dispensed Drug Name as a heading, followed by sections of information containing data items as described below:

Section	Item
Dispense	Dispensed Date – Date medications dispensed.
	Pickup Date – Date medication was dispensed. Note: If field is blank does
	not mean it was not picked up – it may mean that the dispensing pharmacy
	has not reported this date to DIS.
	Status - value to indicate status of dispense. I.e. Active.
	Dispensed Quantity - Total qty of supplied medication.
	Dispensed Days Supply - Number of days medications should last.
	Dispense Type – i.e. refill, first fill.
	Route – How the medication is to be administered i.e. oral, injection etc.
	Description – Additional route information.
Substitution	Performed – Name of provider that performed the medication substitution.
	Reason Substituted – Provider's reason for substitution.
Dispensed By	Name – Legal name of dispensing provider
	Provider Type - Classification of provider i.e. Pharmacist etc.
	License - License ID of the provider by the governing body of that profession.

Section	Item
Ingredients (List)	Ingredient Name – listing of ingredients contained in the medication.
	Ingredient Strength – the amount of active ingredient contained within drug.
Dispensed From	Name – Name of location from which dispense occurred.
	Address – Physical address of dispensing location.
	Phone/E-Mail – Contact information for dispensing location.
Status Changes (List)	Changed By – Name of person who initiated status change.
	Change Type –What the change request is. I.e. Consent request.
	Reason – Reason description for the change.
	Effective Start Date – When change initiated.
	Effective End Date – When status change will end.
Notes (List)	Created By – Name of provider adding data to notes.
	Created Date – Date note was created.
	Note -Any additional information generated by provider(s).

10.9 Other Medication Summary

The Other Medication Summary allows the user to view a summary listing of patient-reported medications, which were not prescribed by a clinician. Clicking on any row of the Other Medication Summary displays the Other Medication details in a popup window.



Other Medication Summary

NOTE: Printing can be accomplished from any Search Result, Summary or Detail screen. Please see Printer Friendly Version for details.

The Other Medication Summary includes the following columns:

Label	Notes
Drug	The drug name is displayed, combined with the strength and form.
Reported Start Date	The start date of the medication as reported by the patient.

In some cases, a Drug Utilization Review (DUR) indication is present with the record, and is represented by an alert icon . Clicking on this icon displays the DUR details in a popup window. See DUR section above for more details.

10.10 Other Medication Detail

The Other Medication Detail displays the detailed record information for a medication.



Other Medication Detail

NOTE: Printing can be accomplished from any Search Result, Summary or Detail screen. Please see **Printer Friendly Version** for details.

The Other Medication Detail contains the Drug Name as a heading, followed by sections of information containing data items as described below:

Section	Item
Prescription	Start Date – Date other medication was prescribed
	End Date
	Status - value to indicate status of other prescribed medication.
	I.e. Active.
	Drug Code – Drug Identification Number (DIN) of medication.
	Drug Form – i.e. tablet, inhaler etc.
	Route – How the medication is to be administered i.e. oral,
	injection etc.
	Description – Additional route information.
	Directions – Instructions on when/how to administer the other
	medication.
	Additional Instructions – Any additional information added by
	provider(s)
Author	Name – Legal name of provider
	Provider Type - Classification of provider i.e. Pharmacist etc.
	License - License ID of the provider by the governing body of that
	profession.

Section	Item
Ingredients (List)	Ingredient Name – listing of ingredients contained in the other
	medication.
	Ingredient Strength – the amount of active ingredient contained
	within other medication.
Status Changes (List)	Changed By – Name of person who initiated status change.
	Change Type –What the change request is. I.e. Consent request.
	Reason – Reason description for the change.
	Effective Start Date – When change initiated.
	Effective End Date – When status change will end.
Notes (List)	Created By – Name of provider adding data to notes.
	Created Date – Date note was created.
	Note -Any additional information generated by provider(s).

NOTE: Printing can be accomplished from any Search Result, Summary or Detail screen. Please see Printer Friendly Version for details.

10.11 Demographics Windowlet

Demographics FLAKE, Snow Dis			
Identifiers	Demographics		
MCP 329652898738	Gender	Female	
	Date of Birth (Age)	1965-Oct-15 (47 years)	
	Postal Address	1 Snowfall Lane, Gander, NL, CA, A1H 3T7	
	Phone	709-654-7812 (Home)	
Alternate Names	Printer Friendly Version		

Demographics windowlet

NOTE: Printing can be accomplished from any Search Result, Summary or Detail screen. Please see Printer Friendly Version for details.

The demographics windowlet displays the patient's personal and contact details, and can be used to check that the intended patient has been selected. It includes the following information:

- The patient's name
- The patient's identifier
- Alternate Names: Displays all known alternate names for the patient
- The demographics:
 - o gender;
 - date of birth,;
 - address details and;
 - phone number(s)

If the patient is deceased, the following icon will appear in the patient context bar next to the patient's name: DECEASED.

10.12 Allergies and Adverse Drug Events (ADE)

The Allergy profile is a component of the Dynamic Patient Summary, shown on the Patient Summary Page. Additionally, the Allergy profile alone can be accessed by clicking on the Allergies icon in the Patient Context Bar.

The Allergy profile data includes records for both Allergies and Adverse Drug Events (ADE). There are two corresponding summaries related to the Allergy profile:

- 1. Allergy;
- 2. Adverse Drug Events.

10.12.1 Allergy Summary

The Allergy Summary allows the user to view a summary listing of the patient's active allergies and may include drug, environmental and food allergy information.

The Allergy Summary windowlet displays the following active allergy details:

- The allergy Agent;
- The Severity and (Reactions) of the allergy;
- The Reported date the allergy was entered into the Drug Information System (DIS).

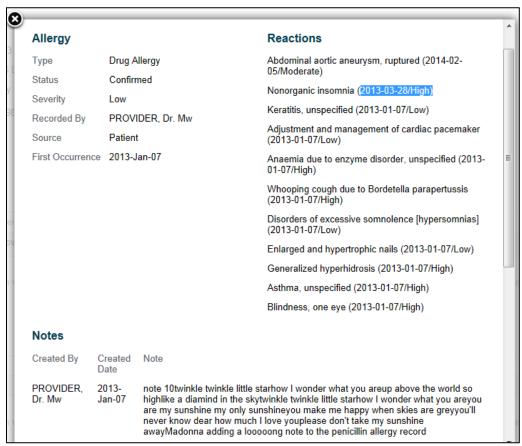


Allergy Summary windowlet

NOTE: Printing can be accomplished from any Search Result, Summary or Detail screen. Please see **Printer Friendly Version** for details.

10.12.2 Allergy Detail

The Allergy Detail displays the detailed record information for an allergy sourced from the Drug Information System (DIS).



Allergy Detail

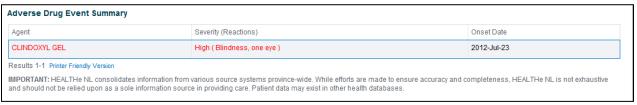
NOTE: Printing can be accomplished from any Search Result, Summary or Detail screen. Please see **Printer Friendly Version** for details.

The Allergy Detail contains the Agent as a heading, followed by sections of information containing data items as described below:

Section	Item			
Allergy	Type –value of allergen type. IE Food Allergy.			
	Status –value of allergy status. IE Confirmed.			
	Severity: Displays in red if the Severity value is high.			
	Recorded By – Name of person that recorded the allergy.			
	Source – Source that identified the allergy.			
	First Occurrence – Date allergy was initially identified.			
Reactions (List)	Reaction: Reaction name and in brackets the date and severity of the reaction.			
	Displays in red if the Severity value is high.			
Notes (List)	Created By – Name of provider adding data to notes.			
	Created Date – Date note was created.			
	Note - Any additional information generated by provider(s).			

10.12.3 Adverse Drug Event Summary

The Adverse Drug Event (ADE) summary allows the user to view a summary listing of the patient's adverse drug events sourced from the Drug Information System (DIS).



Adverse Drug Event Summary List

NOTE: Printing can be accomplished from any Search Result, Summary or Detail screen. Please see **Printer Friendly Version** for details.

The ADE Summary includes the following columns:

Label	Notes
allergic	If the Agent is longer than 50 characters, it is abbreviated with "". Complete
Agent	information is available on the detail screen.
Severity	Severity is combined with Reaction to make a single column, with Reaction in
(Reaction)	parentheses, if available. Multiple reactions are separated with semicolons. If the reaction is longer than 50 characters, it is abbreviated with "". Complete information is available on the detail screen.
Onset	Date of onset

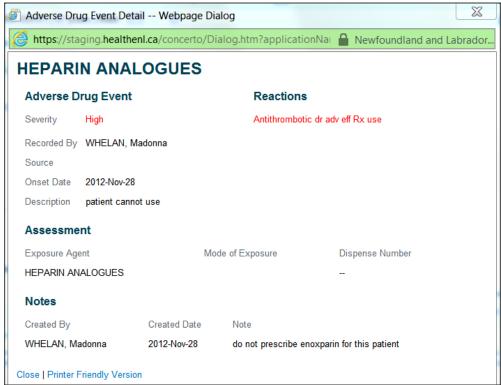
Clicking on any row of the Adverse Drug Event Summary displays the Adverse Drug Event Detail in a popup window.

Following the Allergies Summary and ADE Summary listing, a disclaimer is displayed with the following information:

IMPORTANT: Allergy, Adverse Drug Event, and Medical Condition information in the EHR is provided by community pharmacies ONLY. Data recorded when the patient visits other health care facilities, community health or private clinics are NOT included. This information may NOT be diagnostically confirmed as it may be reported by the Patient.

10.12.4 Adverse Drug Event Detail

The Adverse Drug Event (ADE) detail displays the detailed record information for an adverse drug event.



Adverse Drug Event (ADE) Detail

NOTE: Printing can be accomplished from any Search Result, Summary or Detail screen. Please see **Printer Friendly Version** for details.

The ADE Detail contains the Agent as a heading, followed by sections of information containing data items as described below

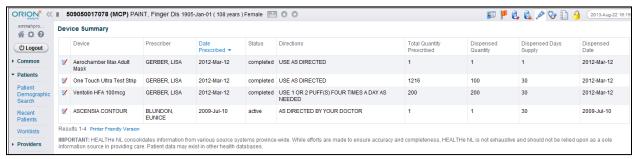
Section	Item
Adverse Drug Event	Severity –value identifying intensity of the adverse reaction. Note:
	Severity and Reactions classified as High are identified through the
	text colour Red .
	Recorded By – Name of the provider diagnosing ADE
	Source – Identifying source of the ADE. IE Patient.
	Onset Date – Date ADE was reported.
	Description – Additional details regarding the ADE.
Reactions (List)	Reaction – Effect the ADE has on a patient. IE elevated blood
	pressure.
Assessment (List)	Exposure Agent – Agent that triggered the ADE.
	Mode of Exposure – How patient encountered the exposure agent.
	Dispense Number – Of the exposure agent (if applicable)
Notes (List)	Created By – Name of provider adding data to notes.
	Created Date – Date note was created.
	Note -Any additional information generated by provider(s).

10.13 Devices

The Devices profile is a component of the Dynamic Patient Summary, and can be accessed by clicking on the Devices icon in the Patient Context Bar.

10.13.1 Device Summary

The Device Summary allows the user to view a summary listing of the patient's dispensed medical devices. Each row in the Device Summary presents an aggregate of data about the device prescription and each associated dispense (if any). Device data is sourced from the NL Drug Information System (DIS) and is sorted by date, with the most recent device reported.



Device Summary

NOTE: Printing can be accomplished from any Search Result, Summary or Detail screen. Please see **Printer Friendly Version** for details.

The Device Summary includes the following columns:

Label	Notes	
Device	The dispensed device name. If the device has been dispensed, this is the dispensed name; otherwise, the prescribed name is displayed.	
Prescriber	The name of the prescriber.	
Date Prescribed	The date the prescription was written.	
Status	The dispense status, if the device has been dispensed. Otherwise, the prescription	
	status.	
Directions	Dispense directions, if the device has been dispensed. Otherwise, the prescription	
	directions.	
Total Qty	Quantity prescribed to the patient	
Prescribed		
Dispensed Qty	If dispensed.	
Dispensed Days	If dispensed.	
Supply		
Dispensed Date	If dispensed.	

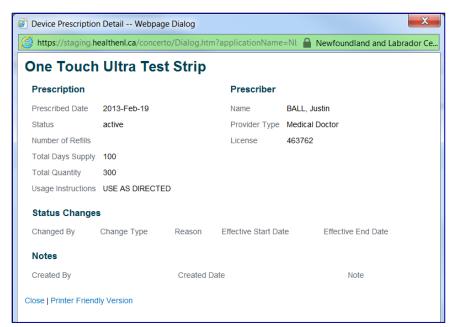
Clicking on any row of the Device Summary displays the Device Dispense Detail in a popup window (see section Device Dispense Detail). If no dispense is associated with the record, the following window pops up.



No Dispense Associated Pop-up

10.13.2 Device Prescription Detail

The Device Prescription Detail displays the detailed record information for a given device prescription.



Device Prescription Detail

NOTE: Printing can be accomplished from any Search Result, Summary or Detail screen. Please see **Printer Friendly Version** for details.

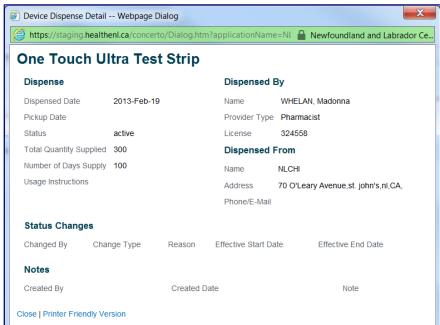
Clicking on the Prescription icon in the row displays the Device Prescription Detail in a popup window.

The Device Prescription Detail contains the Prescribed Device Name as a heading, followed by sections of information containing data items as described below:

Section	Item
Prescription	Prescribed Date
	Status
	Number of Refills
	Total Days Supply
	Total Quantity
	Usage Instructions
Prescribed By	Name
	Provider Type
	License
Status Changes (List)	Changed By
	Change Type
	Reason
	Effective Start Date
	Effective End Date
Notes (List)	Created By
	Created Date
	Note

10.13.3 Device Dispense Detail

The Device Dispense Detail displays the detailed record information for a given dispense of a medical device.



Device Dispense Detail

NOTE: Printing can be accomplished from any Search Result, Summary or Detail screen. Please see Printer Friendly Version for details.

Clicking on a row in the Device Summary windowlet displays the Device Dispense Detail in a popup window.

The Device Dispense Detail contains the Dispensed Device Name as a heading, followed by sections of information containing data items as described below:

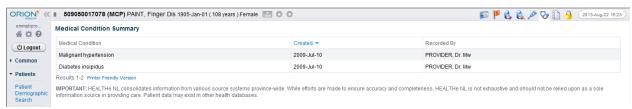
Section	Item		
Dispense	Dispensed Date - Date device was dispensed.		
	Pickup Date – Date of device pickup. Note: If field is blank does		
	not mean it was not picked up – it may mean that the		
	dispensing pharmacy has not reported this date to DIS.		
	Status - value to indicate status of dispense. I.e. Active.		
	Total Quantity Supplied		
	Number of Days Supply		
	Usage Instructions		
Dispensed By	Name		
	Provider Type		
	License		
Dispensed From	Name		
	Address		
	Phone/E-Mail		
Status Changes (List)	Changed By		
	Change Type		
	Reason		
	Effective Start Date		
	Effective End Date		
Notes (List)	Created By		
	Created Date		
	Note		

10.14 Medical Conditions

The Medical Conditions profile is a component of the Dynamic Patient Summary, and can be accessed by clicking on the Medical Conditions icon in the Patient Context Bar.

10.14.1 Medical Condition Summary

The Medical Condition profile consists of a summary that allows the user to view a summary listing of the patient's active medical conditions. Medical Conditions are sourced from the NL Drug Information System (DIS) and is sorted by date, with the most recent condition reported.



Medical Condition Summary

NOTE: Printing can be accomplished from any Search Result, Summary or Detail screen. Please see Printer Friendly Version for details.

The Medical Condition Summary includes the following columns:

Label	Notes		
Condition	If the condition is longer than 100 characters, it is abbreviated with "". Complete		
	information is available on the detail screen.		
Created	Creation Date – Date medical condition was initially recorded.		
Recorded	Recorded by name – Name of provider that recorded the medical condition.		
Ву			

Clicking on any row of the Medical Condition Summary displays the Medical Condition Detail in a popup window.

10.14.2 Medical Condition Detail

The Medical Condition Detail displays the detailed record information for a medical condition. Medical Conditions are sourced from the NL Drug Information System (DIS).



NOTE: Printing can be accomplished from any Search Result, Summary or Detail screen. Please see **Printer Friendly Version** for details.

The Medical Condition Detail contains the Medical Condition Name as a heading, followed by sections of information containing data items as described below:

Section	Item	
Medical Condition	Start Date – Reported start date medical condition was identified.	
	End Date – Reported end date medical condition was deemed	
	healed.	
	Duration – Length of time medical condition existed.	
	Status - value to indicate status of medical condition. I.e. Active.	
	Recorded By – Name of provider that recorded the medical	
	condition.	
	Source – Identifying source of medical condition.	
	Chronic Indicator –value for chronic indication. IE	
	Continuous/Chronic	
Notes (List)	Created By – Name of provider adding data to notes.	
	Created Date – Date note was created.	
	Note -Any additional information generated by provider(s).	

10.15 Pharmacy Notes

The Pharmacy Notes is a component of the Dynamic Patient Summary, and can be accessed by clicking on the Pharmacy Notes icon in the Patient Context Bar.

10.15.1 Pharmacy Note Summary

The Pharmacy Note Summary allows the user to view a summary listing of the Pharmacy Notes related to this patient's Pharmacy Network health record. Pharmacy Notes are sourced from the NL Drug Information System (DIS).



Pharmacy Note Summary

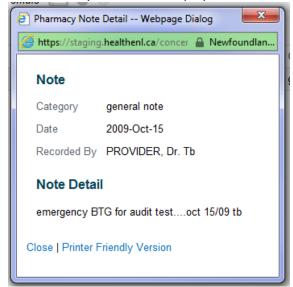
NOTE: Printing can be accomplished from any Search Result, Summary or Detail screen. Please see **Printer Friendly Version** for details.

The Pharmacy Note Summary includes the following columns:

Label	Description	
Note	If the note is longer than 100 characters, it is abbreviated with "".	
	Complete information is available on the detail screen.	
Category	Note category (i.e. general note, diagnostic image note, etc)	
Date	Date the note was entered.	
Recorded By	Note Author	

10.15.2 Pharmacy Note Detail

The Pharmacy Note Detail displays the detailed record information for a pharmacy note.



Pharmacy Note Detail

NOTE: Printing can be accomplished from any Search Result, Summary or Detail screen. Please see Printer Friendly Version for details.

Clicking on any row of the Pharmacy Note Summary displays the Pharmacy Note Detail in a popup window.

The Pharmacy Note Detail contains the following sections of information containing data items as described below:

Section	Item	
Note	Category - Note category (i.e. general note, diagnostic image	
	note, etc)	
	Date – Date note was created.	
	Recorded By – Name of provider recording note.	
Note Detail	Text – Body of the note.	

10.16 Patient Privacy Override

The clinical data presented in the Dynamic Patient Summary may be restricted or limited due to information privacy directives present on the patient's electronic health record.

When clinical data is protected by an information privacy directive, it is said to be masked. If records are masked, the Viewer user is informed with a message "Data is not shown due to privacy restrictions" in the area of the page where data is normally expected to appear.

When the user encounters masked data due to information privacy, the user can override this restriction by clicking the "Privacy Override" icon in the Patient Context Bar.



Privacy Override

This redirects the user to a page where they provide the reason for overriding the information privacy. The user overrides the information privacy by either:

- Indicating the patient's consent, and entering the correct patient keyword
- Choosing to break the glass, and specifying a reason for doing so from a predefined list.



Privacy Override

Section	Item/Label	Input Type	
Patient	Consent Given By	Dropdown List selection from:	
Consent		• <empty></empty>	
		Patient	
		Patient representative	
	Consent Mechanism	Dropdown List selection from:	
		• <empty></empty>	
		Physical presence	
		Verbal	
	Keyword	Enter patient's personal 'keyword'	
	Representative's First	Field appears when Consent Given By is Patient	
	Name	Representative. Enter Patient Representative First	
		Name	
	Patient Representative's	Field appears when Consent Given By is Patient	
	Last Name	Representative. Enter Patient Representative Last Name	
Break the	Reason	Select From Dropdown:	
Glass		• <empty></empty>	
		Emergency	
		Professional judgment	

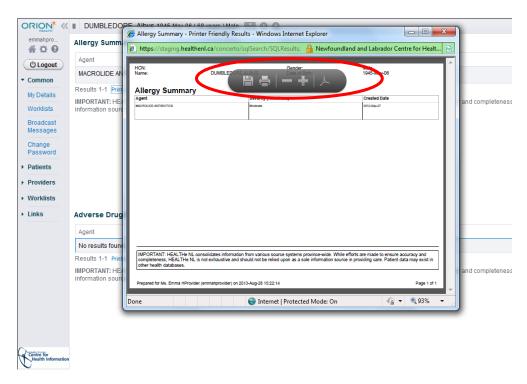
If user selects 'Break the Glass', all other validation criteria is ignored and Consent Given By, Consent Mechanism, Keyword, and Patient Representative name are not required to complete the Privacy Override. All events related to privacy overrides are subject to strict audit controls. Upon clicking the "Override" button on the Privacy Override page, the privacy override information is validated in accordance with the business rules. If the validation succeeds, the user is redirected to the Dynamic Patient Summary, where the previously masked records are now viewable.

Once the Privacy Override has been validated and complete, all areas of the patient record will be visible and no other privacy override will be required to view sensitive data within the patient record.

The Privacy Override is active for the duration of the user's active session. If the user terminates the active session (logs out), the Privacy Override will be required at the next session to view masked data.

10.17 Printer Friendly Version

All Search Results, Summary and Detail Results include a "Printer Friendly Version" link. Clicking this link will launch a pop-up window in a printer friendly PDF format. Hovering over the page body will float a tool bar within the window (circled in red below).



ADOBE POP UP TOOL BAR

The tool bar enables the user to Save, Print, Zoom in or out, or launch the Adobe PDF utility within the window if available on the client device. Clicking on the "Printer Friendly Version" link produces the complete data set (i.e. if there is more than one page of results, the Printer Friendly output includes all pages, not just the page on screen when launched), a disclaimer if present, as well as a header and footer. Printing utilizes the user's local browser printing capabilities.

For Printer Friendly Version output with a patient in context, the header incorporates patient identity an HCN (if available), Gender, Name, and Date of Birth.

-	• • • • • • • • • • • • • • • • • • • •			
HCN:		679871897550	Gender:	Female
Name:		RAIN, SUMMER DIS	Date of Birth:	1987-Jul-07

Header Example for Printer Friendly Version Output

The footer incorporates user identity information – User Name, date and time printed, and Page x of x.

Prepared for Peter SeelyPROVIDER (peterseelyprovider) on 2013-Feb-19 10:46 Page 1 of 1

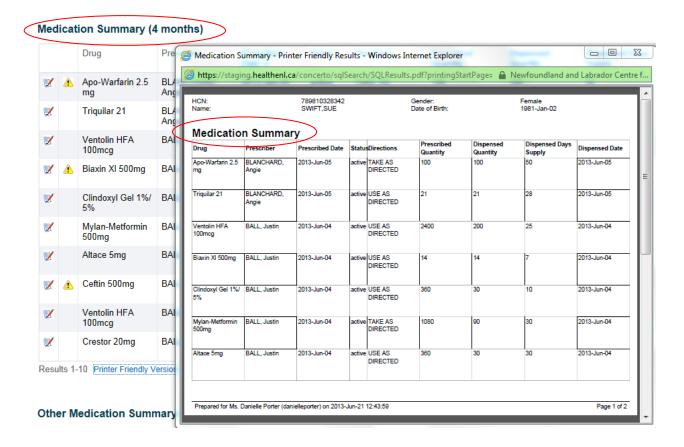
Footer Example for Printer Friendly Version Output

11. Important Notes

The following are current issues that users may encounter when using the HEALTHe NL Viewer. It is anticipated that future releases of the Viewer will address these issues. In the meantime, work-around processes are detailed below where possible.

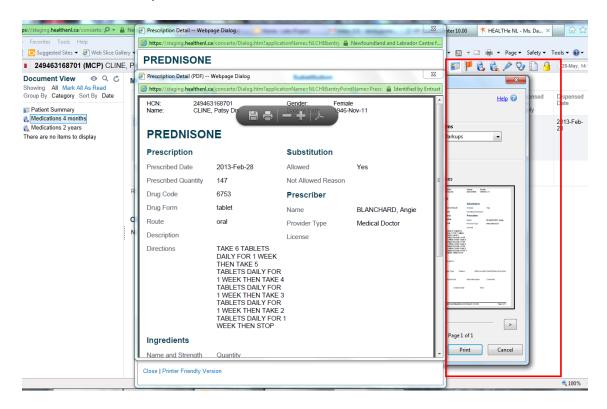
11.1 Title in Printer Friendly Window

The title on the printer friendly version for the Medication profile does not distinguish between printing a 4 month vs. a 2 year profile.



11.2 Printing Detail Pages - Adobe Version 11

When using Adobe version 11, and printing detail pages from the HEALTHe NL Viewer, the system print screen appears behind the Adobe window. Users will have to click on the printing screen and pull it out in order to access the print button.



11.3 'Add Search Results to Worklist' Issue

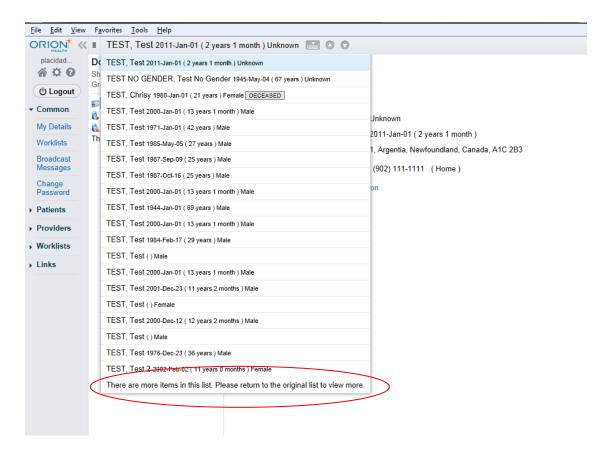
When adding a patient to a worklist from the search results list, if the user forgets to select a patient but chooses the worklist 'BLUE' for example, the application generates an error but does not refresh the worklist selection box value back to 'Add Search Results to Worklist'. Since the addition of the patient(s) to the worklist is triggered by the selection of an item in the worklist selection box, the user must refresh the page (F5). This will reset the worklist selection box and enable the selection of the patients and appropriate worklist again.



11.4 Context Icon Message

After performing a patient search and bringing a patient into context, clicking the 'Context Icon' in the patient context bar displays the list of patients returned from the patient search. The last entry (row) in that list contains a message stating: "There are more items in this list. Please return to the original list to view more." The list actually displays all returned results (there are no remaining), and clicking on the row does not perform any action.

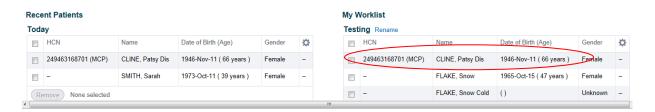
The same behavior is seen when bringing a patient into context form the recent patient list and a user's worklist.



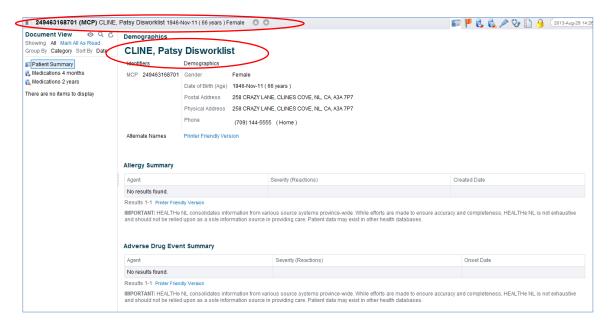
11.5 Patient Demographic Updates and Worklists

If demographic information is updated in the Client Registry for a patient in a user's worklist, the changes will not be seen in the worklist or patient context bar until the user performs a new search for the patient and brings him/her into context.

For example, a user adds patient Patsy Cline to the worklist named 'Testing'. Later, Patsy Cline's middle name was changed from 'Dis' to 'Disworklist' in the Client Registry. The screenshot below illustrates that the 'Testing' worklist still shows the original information on the Clinician Homepage.



Clicking the record in the worklist brings the patient into context. Refer to screenshot below. Note that the patient context bar contains the old name, but the demographics windowlet in the Patient Dynamic Summary screen contains the newest information.



To resolve this issue, the user must perform a new search for patient Patsy Cline and bring the patient into context *from the search results*. As illustrated in the screenshot below, the worklist and patient context bar are now updated.

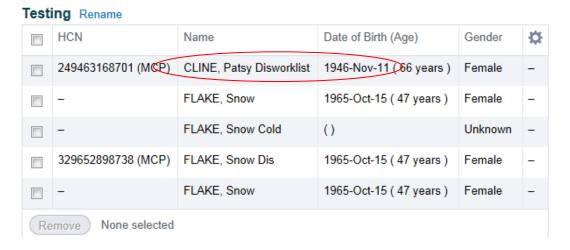


Bringing the patient into context:



Back on the Clinician Homepage, the information has been updated as well:

My Worklist



HEALTHe NL consolidates information from a variety of source systems across the province. While continuing efforts are applied to ensure accuracy and completeness, HEALTHe NL is not an exhaustive source of information. Patient data may exist in other RHAs, community health, private clinics or pharmacy databases. All pharmacies in the province are not yet connected to the Pharmacy Network; to see connected pharmacies, you can view this map and/or this list.

Personal health information accessed through HEALTHe NL must be used in accordance with legislation, such as the Personal Health Information Act, applicable codes of conduct, user agreements, and organizational policies and procedures. Access to the information contained in HEALTHe NL is subject to audit and inappropriate access will be investigated and may lead to withdrawal of access to HEALTHe NL and/or other sanctions as appropriate.

To obtain technical support for the HEALTHe NL Viewer, please contact your local Regional Health Authority Service Desk:

Eastern Health: 777-1950 or 1-877-777-8998 Western Health: 709-637-5000 ext. 5468

Central Health: 1-877-902-6777 Labrador-Grenfell: 1-855-350-HELP (4357)

