



The *eDOCSNL Provincial Preventive Care Plan

February 2023

Disclaimer: *Please note that this guide is written based on the Telus Med Access EMR software (version 5.13.37) functionality and subject to change*

Preface: User Profile Settings for Goals and Inactivating Earlier Versions of the Preventative or Other Care Plan(s)

User Profile Settings for Goals

The *eDOCSNL Provincial Preventive Care Plan includes the option to apply Goals to a patient chart. To work with Goals in the EMR, a User's Profile needs to be set to "Approve" Goals in their Permissions tab - Other:

General Groups	Passwords Macros	Signing Options	Preferences	Filters	Templates	Workflows	Features	Permissions	History
	Oth	er Permissions]		General Task	
Name	Approve	Write	Read	No	ne			Profile	
Allergy	۲	0	0	0				Outer	
Billing	0	0	0	۲					
Demographics	•	0	0	0					
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Med	۲	0	0	0					
Schedule	۲	0	0	0					

Inactivating Previous Versions of the Preventative or Other Care Plans

Please refer to **Appendix A** at the end of this document or contact <u>info@edocsnl.ca</u> for assistance.

A Care Plan is a way to add multiple documentation items or perform multiple tasks simultaneously. This is an efficiency measure that prevents providers from having to navigate to multiple places in a chart to perform tasks one by one.

Accessing and Applying the Care Plan

Access the *eDOCSNL Provincial Preventive Care Plan in one of two ways from within a patient chart:

1. Hover over the "Care Plan" icon in a Visit and select the *eDOCSNL Provincial Preventive Care plan from the dropdown that appears:

KALA_TPCHILAC 60 years 24-Mar-1962 Fem	EVEDO 🗒 🙆	- .		¥		
Phone: (709) 735-6972		Ins#:	109620849082			
	Provider. N. Dadu	Secondary:	Blandford, Sheri	ri		
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Subjective					← Observations	
Concern		-			Subjective Note	
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Diagnosis					Imperial height (inches)	п.
		華			Hoight (Inclies)	
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	Print Care Plan Task	Inv Con	ab Imm Med Drav	N	BMI	kg/m^2
Enter new note/instructi	ons here <table-cell> Se</table-cell>	lect Care P		*eDOCS	SNL COPD Care Plan SNL Diabetes Care Plan SNL Provincial Preventi	n ve Care Plan
			19	Conges	tive Heart Failure	
Disposition	~]		Data En	try-Past History Review	v

2. Because this Care Plan also contains Goals, it can be accessed from the Goals tab in the patient's chart. Hover on the "Care Plan" icon:

KALA_TPC 60 years 24-Mar	HILACEVE	DO 📑	ê 📻 🖽									Next Gen L	Z	Summary	Search H		CO L Help
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Patient Goals	s								Filter	Care Plan	Graph	Print Obser	rvations	Tasks	Refresh	New	2 Help
Name:	Status:	Active 🔻	Due Before:	08-Feb-2223 🔻	Out Of Range:	All 🔻	Goal Met	: All 🔻	Individualized	: All 🏮	*eDO	CSNL CO	PD Ca	re Plan			
Active Goals	S									3	*eDO	CSNL Diat	betes (Care Pla	an		
Nothing found to	o display									3	*e <mark>DO</mark>	CSNL Prov	vincial	Prevent	tive Car	e Plan	-

The Care Plan first appears as below. From the list, check in the applicable boxes of the Tasks and/or Goals to be applied to the specific patient's chart. These are explained in more detail in this guide.

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00			20Jan23	Normal		2			Mammogram Rene Density	Investigation, Mammogra	im, Screening Mammogram (WH)				
00	12		10 Jan 23	Normal		3			Mammogram	Investigation, Done Dens	m, Scrooning Mammagram /I GH)				
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			11 Jan 23	Normal					Pharmacist	Consult Pharmacist Pharmacy (onsult for Medication Review and Education				
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Active	Goals														_
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- If an item in a Care Plan (or Chart Summary) has two checkboxes, check the inside box and both boxes will be automatically selected.
- Once applicable Tasks and/or Goals are selected, click on "Apply Care Plan" icon at the bottom:

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	Influer	iza (Flu)												1 year	Unknown	No	
	Mamn	nogram								D	21	7			2 year	Unknown	No	
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Feature: Pre-Populated Tasks

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			Date 25.Jan23	PAP Sn	noar (N	ame	eventive Care Plan	,	Lab PAP SMEA	Observations R PAP SMEAR Requisition PAP Smear (NL) (Preventive Care			
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Co	nsul	ts											=
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	Ħ		20Jan23	Normal	\bigcirc	2			Endoscopy	Consult, Endoscopy, Request for Endoscopy Consultation (EH)			
	11		11Jan23	Normal	\square	2			Pharmacist	Consult, Pharmacist, Pharmacy Consult for Medication Review and Education			
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		<u> </u>	10Jan23	Normal	\bigcirc	2			Endoscopy	Consult, Endoscopy, Request for Endoscopy Consultation (WH)			
			10Jan23	Normal	\bigcirc	2			Endoscopy	Consult, Endoscopy, Request for Endoscopy Consultation (CH)			

Tasks can be added to the patient visit/chart from the Care Plan which may include pre-populated phrases and check boxes. This is an efficiency measure so that tasks don't have to be ordered one by one and reduces the amount of typing involved.

NOTE: As a feature only available from within the *eDOCSNL Preventive Care Plan, some additional enhancements have been added to the Tasks. These enhancements are not available in the same Tasks if applied from outside of the *eDOCSNL Preventive Care Plan. These features include:

Lab, PAP SMEAR (NL) Requisition (Preventive Care Plan):

Hovering over the edit icon to the right of the *"Previous Pap Smear?"* field will show any previous Liquid Base Pap Smear results for that patient which have been delivered via eResults (i.e. not entered manually) to that EMR. The date can then be entered in that field by the Ordering Provider, if applicable:

Tip: Hover on "Previous Pap Smear?" Field

Hovering to the right of the "Previous Pap Smear?" field will show any previous Liquid Base Pap Smear results for that patient which have been delivered via eResults to that EMR.

Task	*			0 2 0	
Category* Type Lab PAP SMEAR	-	Newfoundland	Here	Date of Birth: 1956-Mar-25 Mailing Address: 148 SMALLWOOD	Sex: M D F D UN
PAP SMEAR Requisition Note / Instructions	*	Låbrador		City: VALLEY POND Province/Territory: NL	Postal Code: A0G 4S0
Enter new note/instructions here	B	PAP Smear Requisit	ion	Telephone: (Indicate Preferred) Cell (709) 676-6867	Home (709) 148-4866 Work
		Ordering Provider's Name Barbara B Clinic Name:	lake	Clinic Stamp:(include fax, provid Barbara Bla	ler and mnemonics) ke, (BLAKBAR)
Progress Indicators	7	Mailing Address City: Province/Territory:	Postal Code:		
Assignee* Assignee* Start Due* Blake, Barbara V 5 10-Feb-2023 To 10-Feb-2023	1	Phone: Signature:	Fax:	Ordering Provider's Meditech Mn EMR Clinic Mnemonic:EMR0001 COPY TO PROVIDER	emonic: BLAKBAR
Update or Forward Ph Urgency Normal Normal Normal	~	Date Specimen Taken:	Previous Values 29Nov19 Liquid Base Pap 3	Smear	•
Save Preview		Clinical History: Post-Menopausal? Last Menstrual Period:		PATIENT BARKER, MERRI_TPCHI AC MCP # 149603415782 AGE/SX 57/F F REG DR: TAVENOR, ANTHONY STAT	CT #:WF000015/19 LOC:WMH.DI CHART#:W00072 ROOM: REG DT:20/09/19 JS:REG REF BED: DIS DT:
		Hysterectomy? Abnormal Bleeding? Previous Abnormal Pap/Colposcop Specify	y = '	Spec #: CY6/19 Spec Date: 29/11/19 S Received: 29/11/19-1332 Spec Type: LB PAP Copy To: COLEM/ EMR, MAIN ST MEDICAL CLINIC MACAULAY, ANDRIA JAYNE	tatus: SOUT Reg#: 00009384 IN,DAVID ALLISON
		HPV Vaccination? Previous Pap Smear? If yes, date:	Click label for graph Yes No		Ų

(Result is fictitious and for illustration purposes only)

Lab, PSA, Prostate Specific Antigen Lab Requisition (Preventive Care Plan):

- The PSA checkbox is pre-selected.
- If applicable, medications can be "dragged and dropped" from the Patient's Sidebar into the Drug #1 and Drug #2 fields (and then edited, if applicable). This is done by left-clicking with your mouse on the selected medication and continue to hold and drag and then let go over field.
- The ability to "drag and drop" from the patient's Sidebar is repeated wherever there is a fillable Medications or Allergies field on all Requisitions created from within the *eDOCSNL Provincial Preventive Care Plan.

Tip: "Drag and Drop" from Sidebar

The ability to "drag and drop" from the patient's Sidebar is repeated wherever there is a fillable Medications or Allergies field on all Requisitions created from within the *eDOCSNL Provincial Preventive Care Plan.

			SUGGISTE DE GET STORENET TITLE
Task	^		
Category*	Туре	Mailing Address:	Nothing found to display
Lab	PSA 👻	City: Proy: Postal Code:	
Description 🚯 😳 🗌 🔒	Reason	Phone: Fax:	Meds
Prostate Specific Antigen	*	Ordering Provider's Meditech Mnemonic: BLAKBAR	Active
Note / Instructions		Signature: Date: 2023 / Feb / 10 EMR Clinic Mnemonic:EMR0001	AMOXICILLIN 500 mg CAPSULE
Enter new note/instructions he	re	YYYY MON DD COPY TO PROVIDER	
	B	DIAGNOSIS / RELEVANT HISTORY Frequency of Testing (For Repeat Testing)	
		- THERAPEUTIC DRUG MONITORING	Gals
			concelled (and
			Active Goals
Progress Indicators		Date and Time of Next Doce	Goal Name Target Last Value Last D
3		HEMATOLOGY YOY-MON	DD HH:MM Influenza 210ct
	ч	CBC (Includes automated differential)	
Assignee"	Start Due*	PTIINR Anticoagulant	Colonos
Blake, Barbara 🗸 🕤	10-Feb-2023	IMMUNOHEMATOLOGY Date and Time of Next Dose:	CT Colo
Last Update: Barbara Blake		URINE TESTING Antibiotics	FECAL L
Update or Forward >> >>	Urgency Normal Y	CHEMISTRY	ic when applicable)
OComplete this task be we	Recurrence None -	GUUPA Glucose (rast 8nr)	DAD SM
		□ GTC2H 75 gm OGTT (Fast 8hr) □ URINCUUrine Culture □ Symptom	atic Pregnant
Save	Preview *	G1HP50GGO	theters will be rejected) Pneumo
		GTTG	Microalbumin) PROSTA
		HBA1CTHB Hemoglobin A1C PRENATAL SCREENING	€
		CR Creatinine (with eGFR)	Clinical Matrice
		SODIUSodium	Jubella, HBSAG, Syphilis Screen)
		POTAS Potassium MICROBIOLOGY	Height 0.0 cm 20
		BILTO Bilirubin, Total HIVSHIV Screen HBSABH	.ep B Immunity screen BMI 114.0 kg/m ⁵ 2 201 BR sustalia 12 mm Ha 200
		ALI	Weight 100.7 kg 20
		URATE Lic Acid CTNGDPLL CT/NG Testing (Lico)	BP diastolic 1 mm Hg 20
		PROTE Total Protein Protein Protein Protein	
		A BUM Albumin (HAV IgM, HBV surface Ag, anti-HBV core	total, anti-HCV) Allergies
		CREKI Creatine Kinase	DA Sulfa (Sulfonamide Antibi Other
		ADDITIONAL REQUESTS: (MUST BE PRINTE ADDITIONAL REQUESTS: (MUST BE PRINTE	No review: No non-drug allergies.
		LIPIDP TChol, HDL, TG, Calculated LDL, non-HDLC	No review: No drug intolerances.
		TSH Thyroid Stimulating Hormone (Reflex fT4)	No review: No non-drug intolerances.
		CRPHS C-Reactive Protein	INR Results (Most Recent 5
		Brenn Feridin	Nothing found to display
		Bi PSAProstate Specific Antigen (PSA)	- would be display

Investigations, Screening Mammogram and Screening Bone Density (EH, WH, CH and LGH):

All Mammography and Bone Mineral Density Requisitions from all four Regional Health Authorities (RHAs) have been pre-populated with similar information:

- "Screening" and the RHA are indicated in the Description of the Task
- The specific exam, including "screening" is pre-populated in the Exam Required field.
- "Outpatient" check box is pre-selected.
- "Screening" check box is pre-selected.
- Drag and Drop from Sidebar functionality applies to Allergies and Medications fields.

Task		*eDOC SNL NL CPP Sideb NL CPP
Investigation Mammogram Covering Mammogram Massen Screening Mammogram Mar Instructions Mar Inst	Western Health Medical Imaging Services Medical Imaging Services	Profile - Current and Past Only Nothing found to display Meds
Progress indicators		Active AMCXICILLIN 500 mg CAPSULE Goals Active Coals (9) Cancelled Goals (12)
Assence* Sur Dur* Sar Dur* Last Update: Entrura Elai* SUDGate: Entrura Elai* Complete the task by the Urgency Normal Complete the task by the Recurrence None Save Preview Recurrence None Previe	ATTENT INFORMATION: Status Autors INFORMATION: Status Diverses Autors INFORMATION: Mucp: Mucp	Active Goals (°) Concelled Gasta (°2) Active Goals Goal Name Target Last Value Last Date Next Influenza
	Transpot Bite Stretcher \thetaklais	PP disability 1 mm Hp 2010-00-15 Heggit 0,0 mm 2018 04-15 BMI 114.0 kg/m/2 2018 04-15 IP systolic 12 mm Hp 2018 04-15 Weight 100.7 kg 2018 04-15 Allergies DA Sutta (Suttanamide Antabia An areas: An anima and antabia An areas: An anima antabia Antabia An areas: An anima antabia An areas: An anima anima ani

Consults, Endoscopy, Request for Endoscopy Consultation (EH, WH, CH and LGH)

<u>All</u> Request for Endoscopy Consultation Requisitions from all four Regional Health Authorities (RHAs) have been pre-populated with similar information:

- "Request for Endoscopy Consultation" and RHA are included in the Description of the Task.
- "Outpatient" check box is pre-selected.
- "Screening Colonoscopy" check box is pre-selected.
- Drag and Drop from Sidebar functionality applies to Allergies fields.



Consult, Pharmacy Consult for Medication Review and Education

Similarly, the Allergies field in the Medication Therapy Services Consult Requisition has been updated to be a text box to which Allergies can be drag and dropped from the Sidebar:

Task		* 📋 📠 🔛
Categoy Type Consult	Medication Therapy Services Clinic Patient Referral Form Phone: 709-864-2274 Fax: 709-864-6245 Date:	•icoti MR, CPP Jack, M. CP. Weak Therities Active Goals Goal Name Target Last Value Last Date. Next Influenza. Influenza. 21002/202 Over Bone De Units C Colons. Units CT Colo. Units FE CAL I Units PAR SM Units PARUMO Units
Ansigner' Data Ansigner' Data Blake, Bahara V 10-Feb-2023 10-Feb-2023 10 Last Iglades: Bohara Blake Update of Proved () h Complete this task () of the Bearmore () Nome V Save P	Referring Healthcare Provider Information Address: 148 SMALLWOOROAD Image: Point Poin	PROSTA Unix Clinical Metrics Unix Clinical Metrics Unix Unix Clinical Metrics Unix Prediation 107.7 kg. 2010.04.15 Height 0.0 cm. 2018.04.15 Height 0.0 cm. 2018.04.15 BM 111.0 kg/m/2 2018.04.15 BM 2018.05.110 kg/m/2 2018.05.15 Discrete Vision-ing Briege No meric No non-ing Informations No nece: No non-ing Informations No nece
Task Category Type Consult Pharmacist Description @ Reacon Pharmacist Bold Infersion Bold Infersion Progress Indicators Assigned* Start Diske, Barbura Opf-Re-2023 Billack, Barbura	Image: Specify:	Active Gals Active Gals Cal Xen Text State Last Date Last Date Date Xen Text State Last Date Last Date Xen Text State Last Date Xen Text State Last Date Last Date Xen Text State Last Date Xen
Last Optimer Savara Sava Sconpieles this task)) <\$ Recurrence None * Save Provident Savara S Savara Savara Sav	Medical Conditions: Cardiovascular disease: Diabetes Hypertension Dyslipidemia CVA/neurological Headache (type): Diabetes Hypertension Dyslipidemia CVA/neurological Headache (type): Renal- acute Renal- chronic Depression Axtima COPD GERD Peptic ulcer disease Pain (type): Other: Medication related issues: Please list all community pharmacies the patient uses: Other issues (check all that apply): Difficulty adhering to medications Difficulty adhering to medications	Weight 100 / 100 100 2016.04.01 YP stable 0 cm 2018.04.01 YP stable 0 cm 2018.04.01 P stable 2018.04.01 2018.04.01 2018.04.01 Allergiez Dr. Solar Schorunder Arthill Other Unknown Pressure Normality Schorunder Arthill Other Unknown Normal found to display Labs 2010.01 2016/021 LIOUD BASE Lab. LIOU. 10Feb22 mestigations Schorunder Schorun

Feature: Goals

Individual patient goals can be set up from within the *eDOCSNL Provincial Preventive Care Plan.

These goals are individualized to the particular elements of care and/or monitoring to be followed for this patient and have been configured to represent the critical elements of a variety of current provincial and national best practice guidelines.

Select which goals you will apply to the individual patient by clicking the check box to the left of the item and then click on "Apply Care Plan".

tive Goals Goal Name Bone Density	Target	Last Value	Last Date	Repeat 2 year	Next Due Unknown	Met? No
Colonoscopy	â 🖵			5 year	Unknown	No
CT Colonoscopy/Colonography	â 🖸			5 year	Unknown	No
FECAL IMMUNOASSAY TEST	â 🖸			2 year	Unknown	No
Influenza (Flu)				1 year	Unknown	No
Mammogram	â 🖸			2 year	Unknown	No
PAP SMEAR	â 🖸			3 year	Unknown	No
Pneumococcal vaccination	â			5 year	Unknown	No
PROSTATE SPECIFIC Ag				2 year	Unknown	No

Once applied to a patient chart, there are a number of common features of each Goal. These can be accessed by hovering and right-clicking on the Goal:



- 1. Pin to Top that Goal will appear at the top of the Goal list in that patient's chart.
- 2. **Change Target/Frequency** the interval for monitoring can be changed, unique to the specific patient and/or a Note unique to that patient can be entered.

3. **Defer for "x year"** – based on the original screening interval set for the Goal, it can be Deferred for the same length of time. Selecting a Deferral requires also selecting a Reason, and note that it creates a fictitious Cancelled Result for the date that the Deferral is created and uses that date to Defer for the set period of time:

Goal Management			
PAP SMEAR:	a Lab task with a type matching or description containing	PAP SMEAR match on Responses	within the last 3 year 🗸
	Add Observation		30 week
	Individualized Goal		34 week
	Reason Cervical Cancer Screening		36 week
	Notes		38 week 40 week
	Associated Task Lab("eDOCSNL Pap Smear (🗸		50 week
	Cancel this Goal	Cancel Reason	1 month 2 month
Save			3 month
			9 month
			1 year
			2 year
			3 year
			5 year
			6 year
			/year 8 vear ▼
			8 year

4. Enter Result – a result, pre-populated with the appropriate Category and Description which will "match" the Goal, can be manually entered. Note that it is very important to enter/backdate the date that the test was resulted on the right-hand side. For pap smear results (only) an additional feature is included "normal" or "abnormal" can be noted using the Synopsis pull-down. For all other results, it is recommended that additional free text be entered on the left-side of the Task in the Note/Instructions field:

Task	~	← Result		=
Category* Type Lab PAP SMEAR		Ordering Provider Blake, Barbara	Facility	Send 🗸
Description 🧿 🤯 🔄 🔒 Reason	*	Date 01-Feb-2018	Time 10:24 AM	
Note/Instructions Enter new note/instructions here		Step	Accession	
	B	Final V Synops	is 🗸	
Progress Indicators	3		abnormal	
Assignee* 322 Start Due* Blake, Barbara • 5 16-Feb-2023 2 16-Feb-202	3			
OUpdate or Forward ▶ ▶ Urgency Normal ●Complete this task ▶ Recurrence None	•			
Save Preview				

5. **Cancel** – once applied, a Goal can be Cancelled. A reason must be specified. Once Cancelled, the Goal can also then be Deleted if it was entered in error.



- 6. Associated Task (i.e. Lab. *eDOCSNL Pap Smear (NL) (Preventive Care Plan)) if the corresponding order/requisition for the test is a provincial requisition and not a series of different Regional Health Authority requisitions, the Task Template for the provincial requisition has been embedded with the Goal. Providers can seamlessly create an order by selecting that Task template. The corresponding Task Template contains all of the unique features to the Tasks within the *eDOCSNL Provincial Preventive Care Plan as described earlier in this document.
- View History provides a history of the activity surrounding that Goal. Note that the initial application of the Goal via the Care Plan to the patient chart will appear as being done by the "System, System RAM" not a specific user.



Goal History					··· / ···· A <u>····</u>	. <u>,</u>	- <u> </u>						Close
Update on	Updated By	Goal Name	Synonyms	Condition	Target	Repeat	Last Date	Last Value	Next Due	Met?	Status	Cancel Reason	Notes
2023-02-16 11:12:04	Blake, Barbara	PAP SMEAR			PAP SMEAR	1 year			Unknown		active		
2023-02-16 10:08:17	System, System RAM	PAP SMEAR			PAP SMEAR	3 year			Unknown		active		

Applying the Care Plan

If not already done, when finished selecting the elements of the Care Plan you wish to apply to the current patient, click the "Apply Care Plan" icon at the bottom of the Care Plan (see above). Note that applying the same item(s) more than once to a patient will result in a duplicate of that item. However, duplicates can be easily Deleted or Cancelled/Deleted from the chart.

If the Care Plan was applied from within a Patient Visit, a summary of all the Tasks that were ordered will be visible in the "Plan" section. These can be actioned individually from here by clicking on the **bold** part of the line.

These Tasks will remain Active until they are Completed or actioned, either from this area or from the applicable Tab in the chart.

Note: Tasks generated from a Care Plan still need to be executed

Tasks that are created by the Care Plan appear in an active and incomplete state and still need to be actioned individually.

Goals that were applied can be viewed from the sidebar view to the right of the patient visit template:

Demog Visits Tasks Bills Allg	Meds Profile Labs Invest Consults	Imm Goals Appt	Nothing tound to display
		6 @ W H =	Meds
Visit		Beturn Template No Appt Graph Print Menu	No Active Medications
Subjective	Observations	Send 👻 🧮	Goals
Concern D	Subjective Note		Active Goals (9) Cancelled Goals (9)
			Active Goals
0 0 0			Bone Density Unknown
Assessment Bill Profile Allergy	Imperial height (feet)		Colonoscopy Unknown 🁸
Diagnosis	Imperial height (inclusi)		CT Colonoscopy/Colonogr Unknown 👸
*	Halada (A.A.		FECAL IMMUNOASSAY T Unknown 👸
Billion Nam			Influenza (Flu) Unknown 👸
Shing terr	International and a second sec		Mammogram Unknown
	Imperial weight (durices) 0 62		PAP SMEAR Unknown
	weight kg III		
Print Care Plan Task Inv Con Lab Imm Med Draw	BMI kgm*2 16.5 - 24.9		internet and a second age of the second age of t
Tasks Lab, PAP SMEAR, PAP SMEAR Requisition, PAP Smear (NL) (Preventive Care Plan) assigned to	Puise bpm		Clinical Metrics
Barbara Blake	Regular? Vis		Nothing found to display
assigned to Barbara Blake	BP mm Hg	1	Allergian
Lab, PSA, Prostate Specific Antigen, Lab Reg. Outpatient Specimen Collection (Preventive Care Plan) assigned to Barbara Blake	Temperature deg C		Allergies
Investigation. Bone Density, Screening BMD (CH) assigned to Barbara Blake Investigation, Mammorram, Screening Mammorram (VH) assigned to Barbara Blake	Objective Note		No review: No drug allergies.
Investigation Bons Depart Streening DND (LGH) assigned to beroard cross			No review. No indiridgatergres. No review. No drug intolerances.
Investigation, Mammogram, Screening Mammogram (EH) assigned to Barbara Blake			No review: No non-drug intolerances.
Investigation, Bone Density, Screening BMD (EH) assigned to Barbara Blake Investigation, Mammogram, Screening Mammogram (CH) assigned to Barbara Blake			INR Results (Most Recent 5)
Investigation, Bone Density, Screening BMD (V/H) assigned to Barbara Blake	Assessment Note		Nothing found to display
Blake			
Consult, Endoscopy, Request for Endoscopy Consultation (EH) assigned to Barbara blake Consult, Pharmacist, Pharmacy Consult for Medication Review and Education assigned to			Labs
Barbara Blake Consult Endoscopy Request for Endoscopy Consultation (LGH CCMH) assigned to Barbara			Nothing found to display
Blake Converts Enderstein, Desward for Enderstein, Case (Ballion, UNI), senistend to Radows Blake			Income All model in an
Consult, Endoscopy, Request for Endoscopy Consultation (VH) assigned to Barbara Blake			Investigations
			Lacrusse laundeales Base Break, Consults BMD (CIB

Please contact the eDOCSNL Program at info@edocsnl.ca for assistance, if required.

Appendix A: How to Inactivate a Care Plan

The user must have Permissions set to Template Admin "Allow" in their Permissions – General in their User Profile:

User Settings: Medtest

General	Groups	Passwords	Macros	Signing Options	Preference	es Filters	Template	s Workflows	Features	Permissions	History
										General	
		G	ieneral Pe	ermissions						Task	
	Securi	ty Admin Leve	l: Site		~		Privi	lege		Profile	
Permission					Allow	Dany	Site	Audit Log		Other	
Application	Admin				Allow	Deny	Repo	rt Privilege			
Template A	dmin						Billin	g Report Privilege			
Signs For Se	əlf					0	- Print	Privilege			
Signs For O	thore				0		Merg	je Privilege			

Select (click on) Templates icon from main EMR Dashboard:



Select List:



Select the Care Plan you want to inactivate:

Care Plan Name	Туре	Origin	Created Date	Last Updated By	
Care Plan	CARE PLAN	LOCAL	2021-Mar-29	Sarah Lawrence	
eDOCSNL COPD Care Plan, Care Plan	CARE PLAN	SYSTEM	2021-Nov-04	System RAM System	
*eDOCSNL Diabetes Care Plan, Care Plan	CARE PLAN	SYSTEM	2022-May-05	System RAM System	
*eDOC SNL Provincial Preventive Care Plan, Care Plan	CARE PLAN	SYSTEM	2023-Feb-13	System RAM System	
AN Care Plan, Care Plan	CARE PLAN	LOCAL	2022-Oct-06	April Newhook	
Barbara's Test, Care Plan	CARE PLAN	nllabconf	2019-Dec-12	System RAM System	
DETTER Deserver Com Disc	CADE DI ANI	1004	2024 1.1 22	Marked, Austin	

In the **Demographics** tab – if the Status is <u>not</u> "greyed out", proceed with a. below. If the Status is "greyed out", proceed with b. below:

a. If the Status not greyed out and is "Active", pull down and select "Inactive" and the "Save"

Care Plan								Eist Help
Demog	Tasks	Meds	Profile	Labs	Invest	Consults	Imm	Goals
Demographics Last CR Verified:								Details Export Copy Menu
Create Care Plan								
Care Plan Name Care Plan		Status Active		Use Privilege Public V		Edit Privilege Public	~	
Save		Active Inactive Deleted						

This will move the now inactive Care Plan down on the list to the Care Plans which are Inactive (denoted by a person with blue exclamation mark icon) in that EMR:

SU MG Care Plan, Care Plan	CARE PLAN	LUCAL
TEST CARE PLAN, Care Plan	CARE PLAN	LOCAL
TEST JH, Care Plan	CARE PLAN	LOCAL
test test, Care Plan	CARE PLAN	LOCAL
Tina's Care Plan, Care Plan	CARE PLAN	LOCAL
A-T's Care Plan, Care Plan	CARE PLAN	LOCAL
Arthritis (Early RA), Care Plan	CARE PLAN	LOCAL
Asthma, Care Plan	CARE PLAN	LOCAL
AT Care plan, Care Plan	CARE PLAN	LOCAL
	CARE PLAN	LOCAL
Care Plan, Care Plan	CARE PLAN	LOCAL

b. If the **Status** is greyed out as per below, hover the cursor to the right of the care plan name in the white space until you see a very small blue chevron (down arrow) and right-click with the mouse:

Care Plan Barbara's Test								🕃 🕜
Demog	Tasks	Meds	Profile	Labs	Invest	Consults	lmm	Goals
Demographics Last CR Verified:								Export Copy Menu
Create Care Plan								
Care Plan Name Barbara's Test		Status Active		Use Privilege Public V		Edit Privilege Public	~	
Save								

From the list – select "Edit Demographics":

Care Plan Barbara's Test	View Chart Summary
Demog Tasks	Edit Demographics
Demographics Last CR Verified:	Print Label
Create Care Plan Care Plan Name	Add Staff Alert
Barbara's Test	L Audit

Update **Patient Status** from "Active" status to "Inactive" and then click on "Save" at the bottom of the page. This will remove the care plan from the active list and users will no longer be able to select it.

Update Patient			
Identification			
Last Name" Barbara's Test Chart # Primary Identifier Number	First Name" Care Plan DOB"_Newborn 01-Jan-1970 Primary Identifier Type 'Group' NL PHN	Middle Prefix Suffix Gender* Unknown Expiry Date dd-MMM-yyyy	Name Type Legal Marital Status Unknown Patient Status Active d -MMM-yyyy
Address & Phone Address	City 8	Province Newfoundland and I 🗸	FIRED Flu Shot
Country Canada ✓ Area Number Ext	Designation , Addressee	Address Type 'Group' Home - Mailing Phone Type 'Group' Home - Phone	Duplicate Deleted Deceased Archived Temporary
Care Assignment & Notes			Billing Only
Rostered? Ores No Primary Provider Referring Provider %	Secondary Provider Family Provider	Provider Group	Notes
First Appt dd-MMM-yyyy	Last Appt dd-MMM-yyyy 節	dd-MMM-yyyy 📰 Consent	Paper chart superseded: LG.CMH - Allg _Meds _Profile _All
Update Patient			

Similar to the above example, this will move the now inactive Care Plan down on the list to the Care Plans which are Inactive (denoted by a person with blue exclamation mark icon) in that EMR.