East London
NHS Foundation Trust

Ward Screen companion

Power BI

How to login

Power up the PC

Power up the screen

Check input and output connections

Select correct HDMI source on screen

You will need:

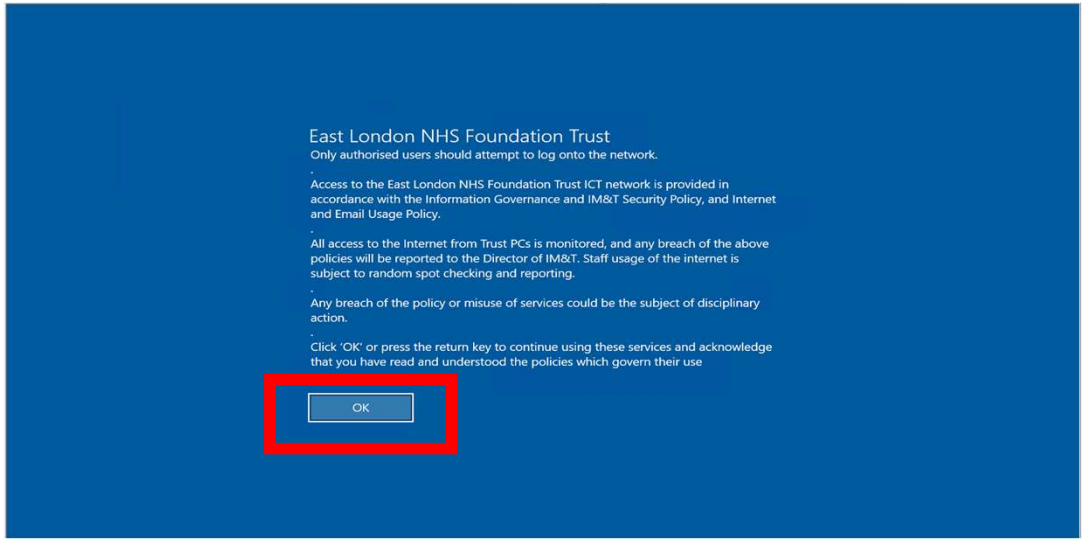
Ward email

Password

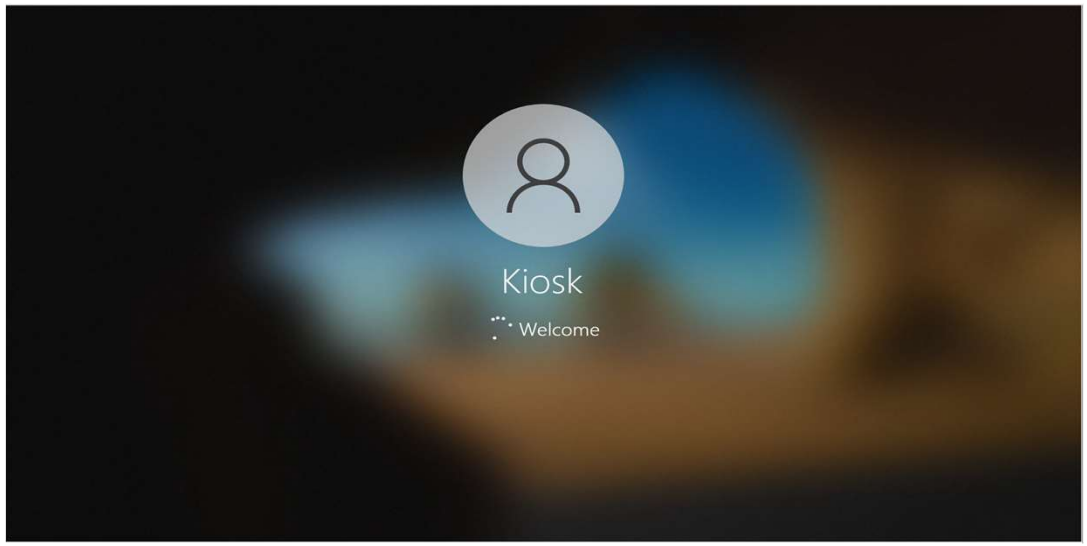
Keyboard & Mouse

Then complete the following 8 stages

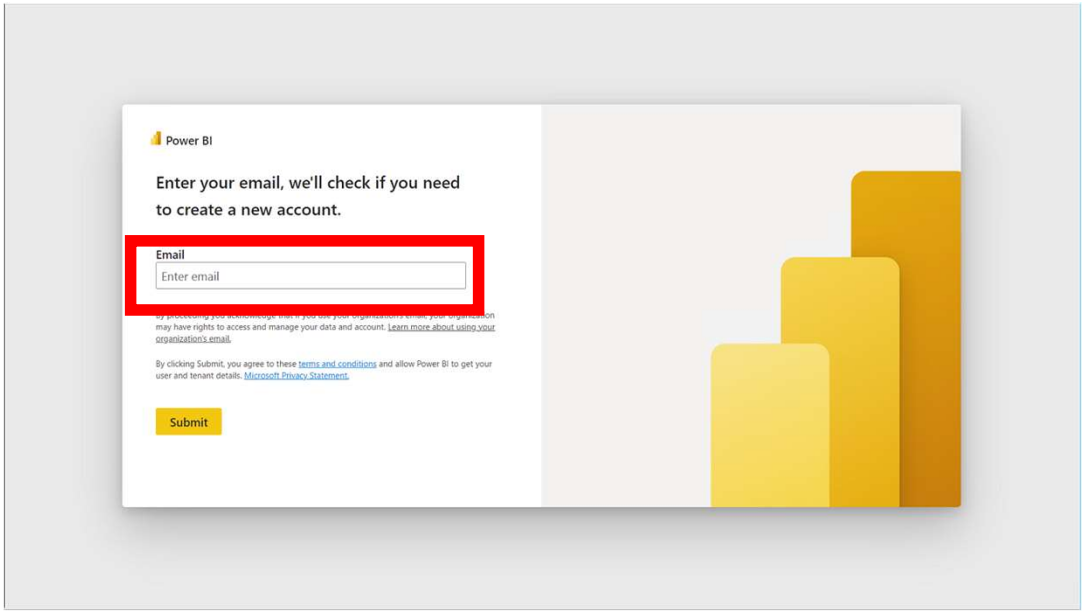
1. Welcome Page



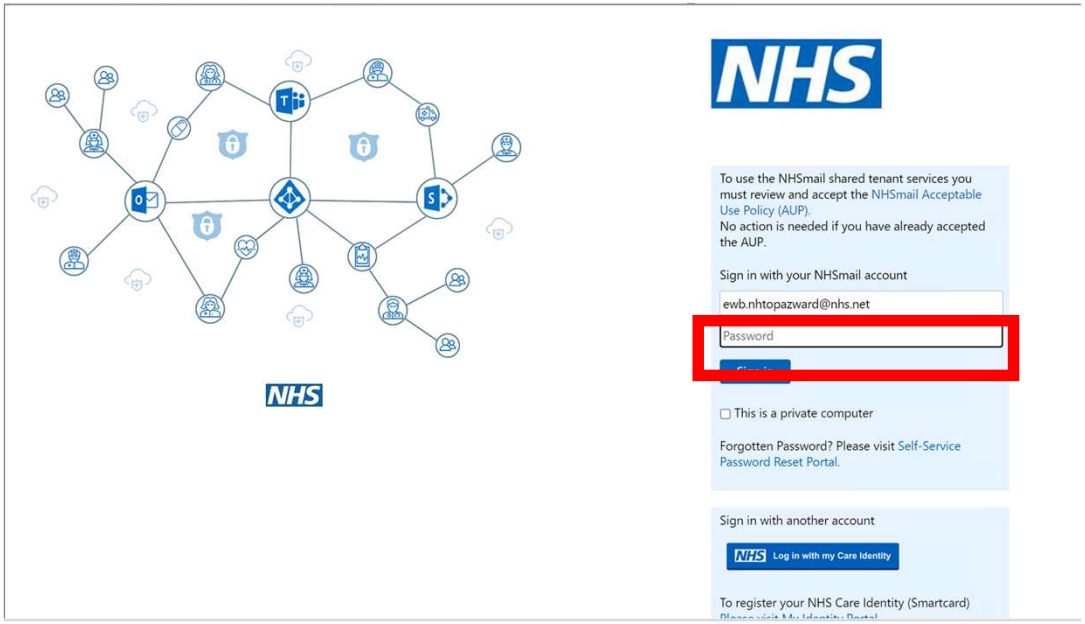
2. Kiosk Login screen (automatic, so nothing to do)



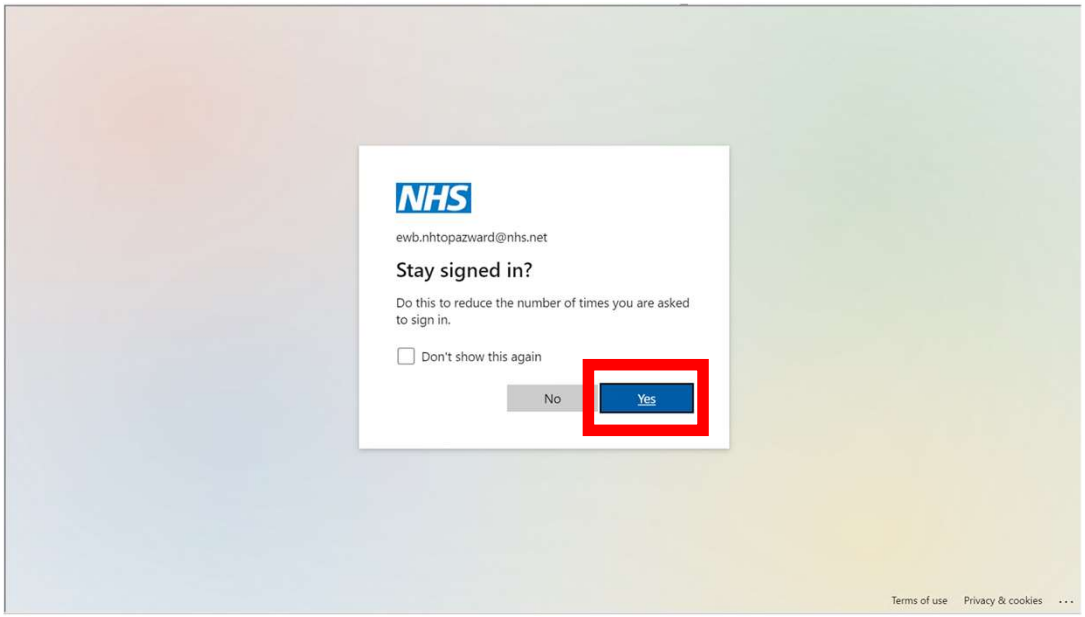
3. Enter email address



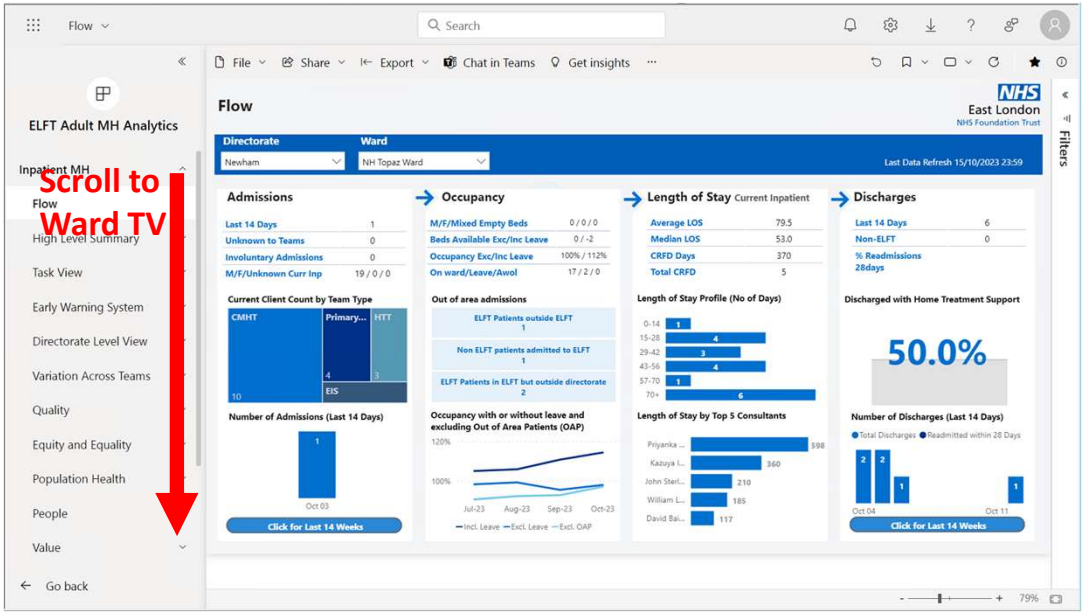
4. Enter password



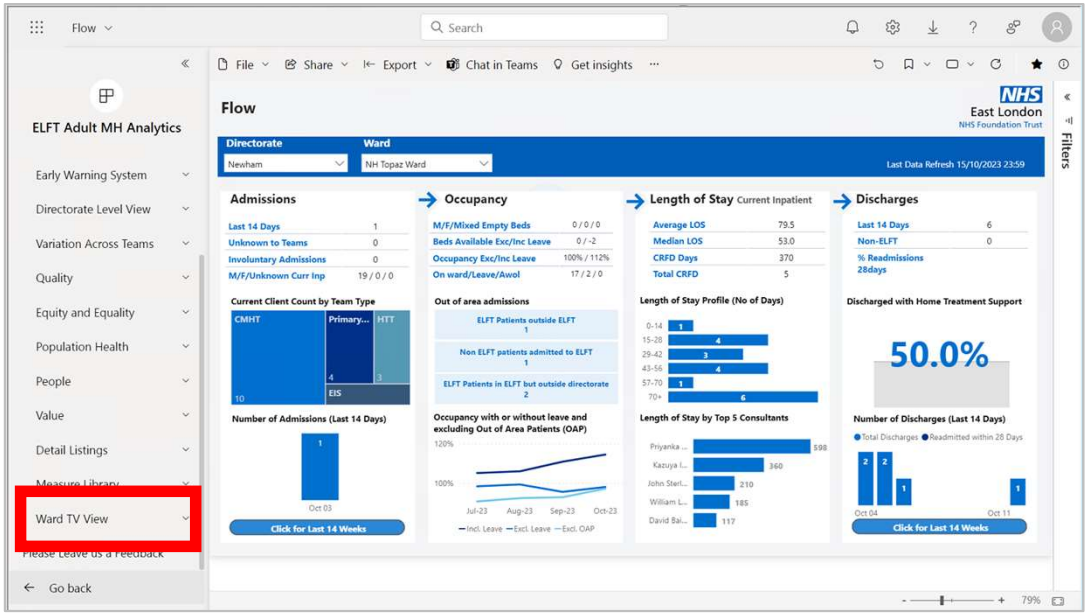
5. Stay Signed in? YES!



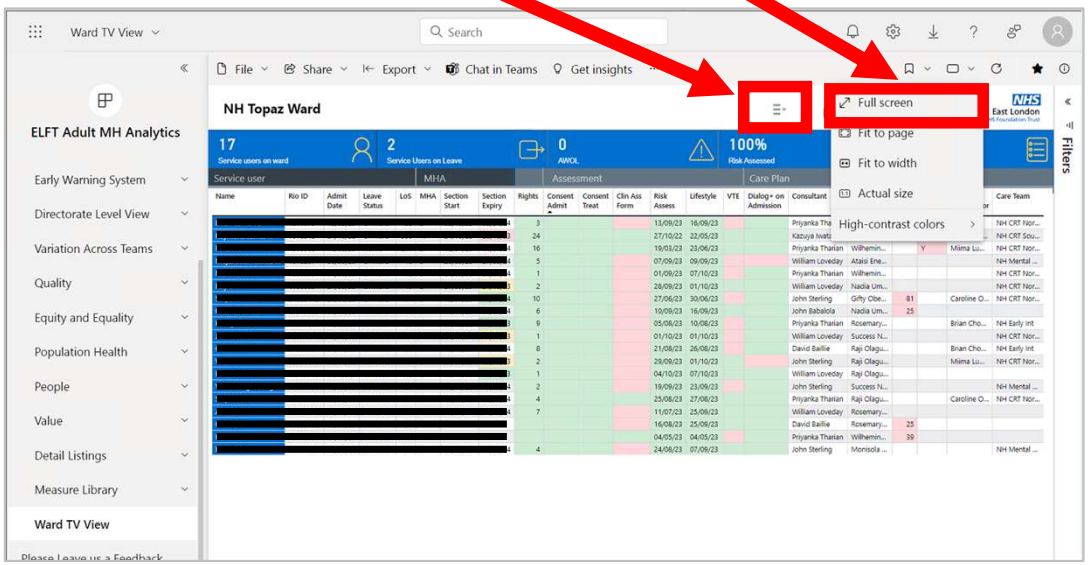
6. Inpatients landing page



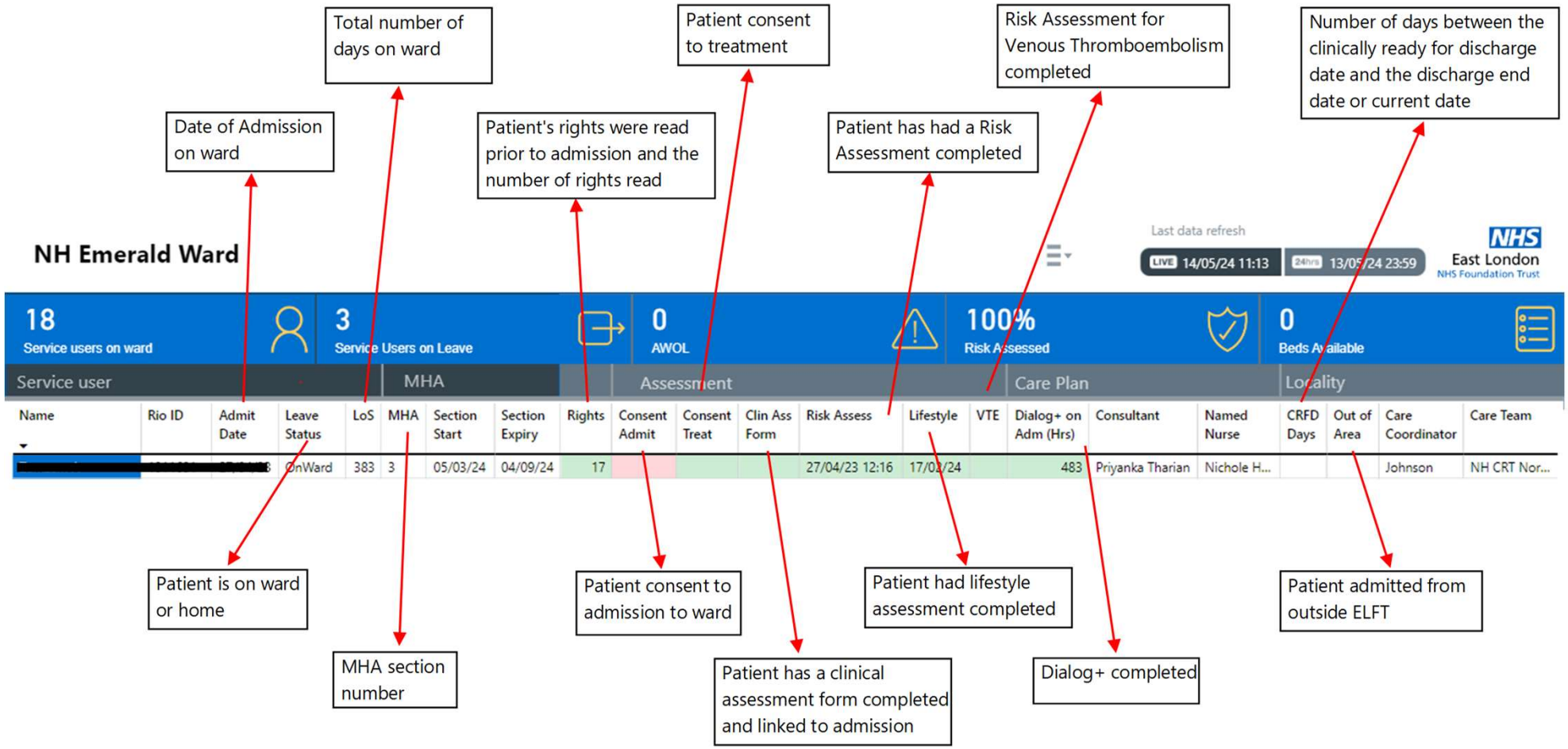
7. Select Ward TV link



8. Select Ward and Fullscreen view



What the screen shows



Where does the data come from in RiO?

Service User

MHA

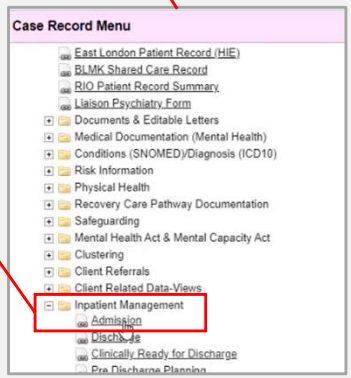
Assessment

Care Plan

Locality

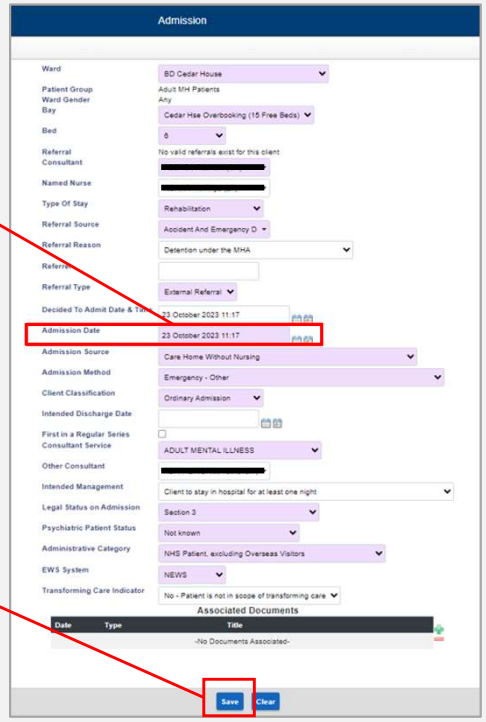
Admit Date

In **RiO's Case Record Menu**



From the **Inpatient Management** drop-down list

Select **Admission**

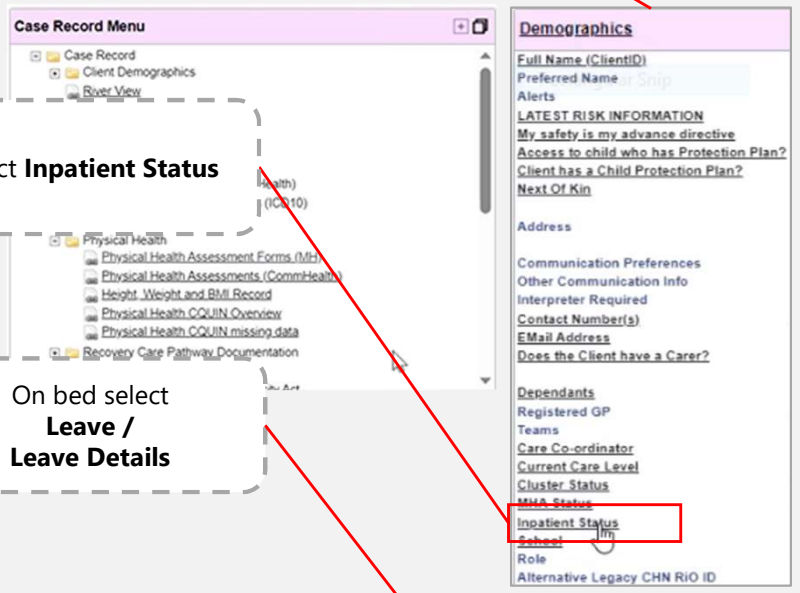


Admit Date is drawn from the **Admission Date** Field

All mandatory fields need to be complete and **Saved**

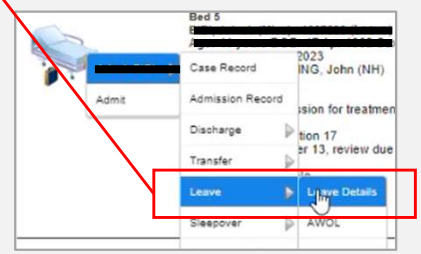
Leave Status

In **RiO's Demographics** window

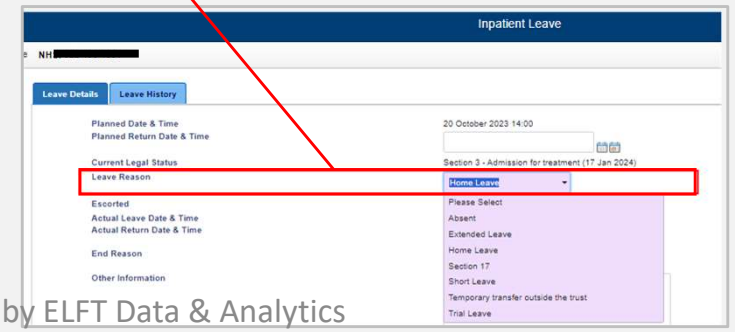


Select **Inpatient Status**

On bed select **Leave / Leave Details**



Leave Reason and **all mandatory fields** need to be complete and **Saved**



LoS

Length of Stay

Length of Stay in Days (LoS)
= Current Date – Admission date

MHA

Section number

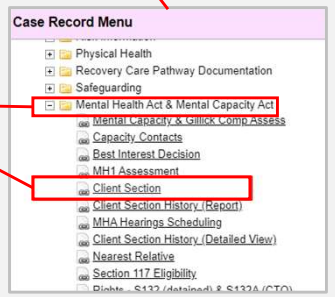
Section Start

Section Expiry

In **RiO's**
Case Record Menu

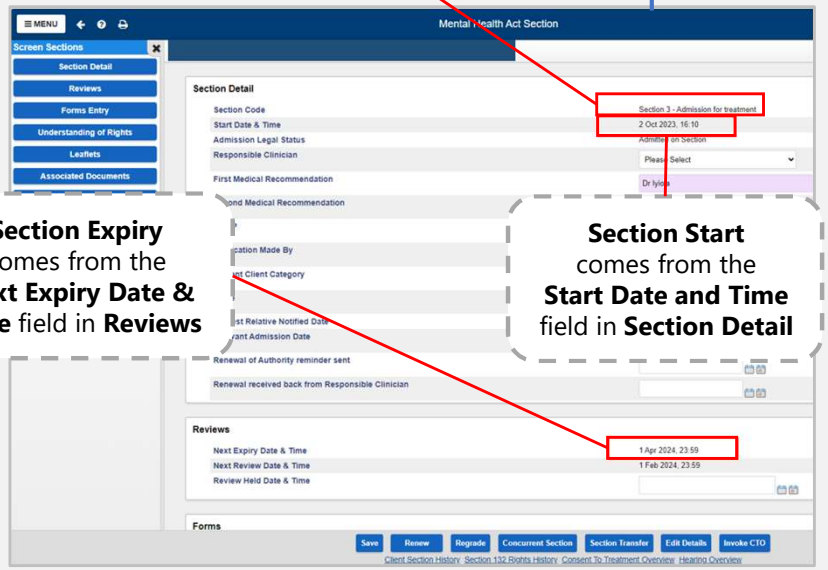
From the **Mental Health Act & Mental Capacity Act** drop-down list

Select **Client Section**



MHA
comes from the
Section Code field
in **Section Detail**

This form is completed by the MHA team



Section Expiry
comes from the
Next Expiry Date & Time field in **Reviews**

Section Start
comes from the
Start Date and Time
field in **Section Detail**

Rights

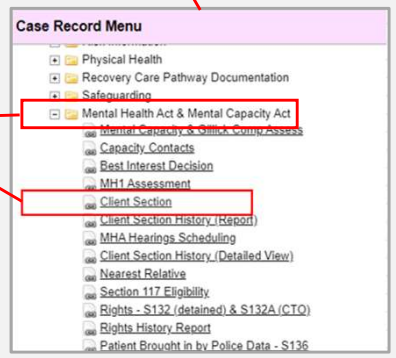
1 or more of rights recorded less than 24hrs before or during admission
OR
Client is informal

In **RiO's Case Record Menu**

No rights recorded less than 24hrs before or during admission

From the **Mental Health Act & Mental Capacity Act** drop-down list

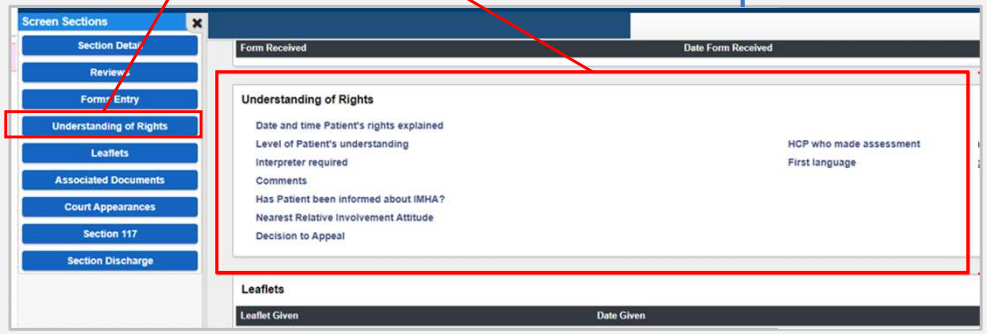
Select **Client Section**



Under **Screen Sections**

Click **Understanding of Rights** to view most recent record

This form is completed by the MHA team



Clin Ass Form

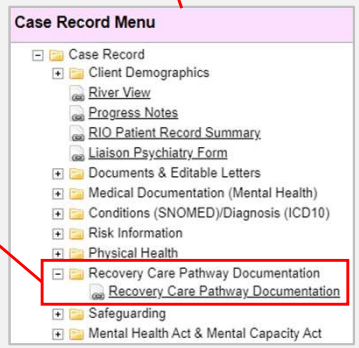
Indicates whether patient has at least 1 clinical assessment form completed and linked to admission

In **RiO's Case Record Menu**

No assessment linked

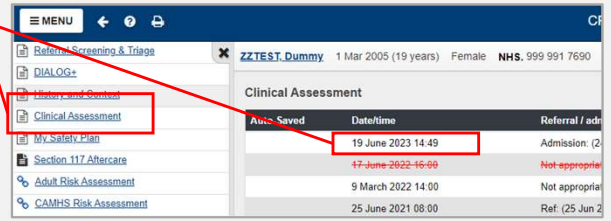
From the **Recovery Care Pathway Documentation** drop-down list

Select **Recovery Care Pathway Documentation**

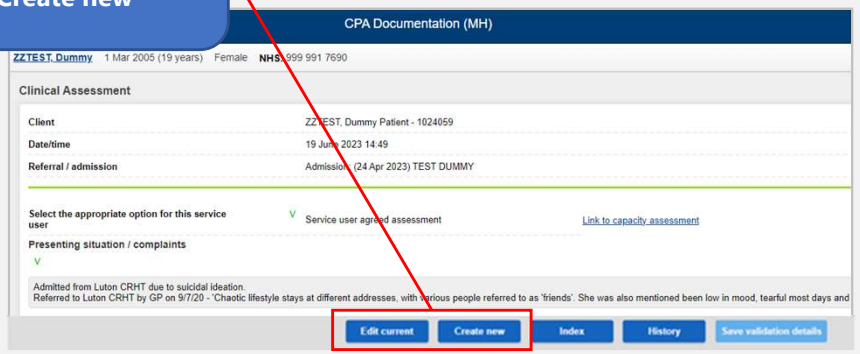


Click **Clinical Assesment** to view complete records

Clin Ass Form comes from last completed form **linked to admission**



Select **Form** to view, **Edit current** or **Create new**



Consent Admit | **Consent Treat**

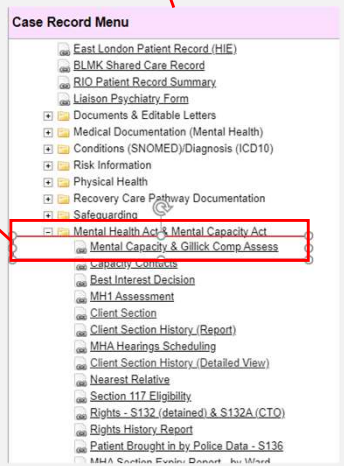
In **RiO's Case Record Menu**

First assessment done 24hr or more than 48hrs after admission date

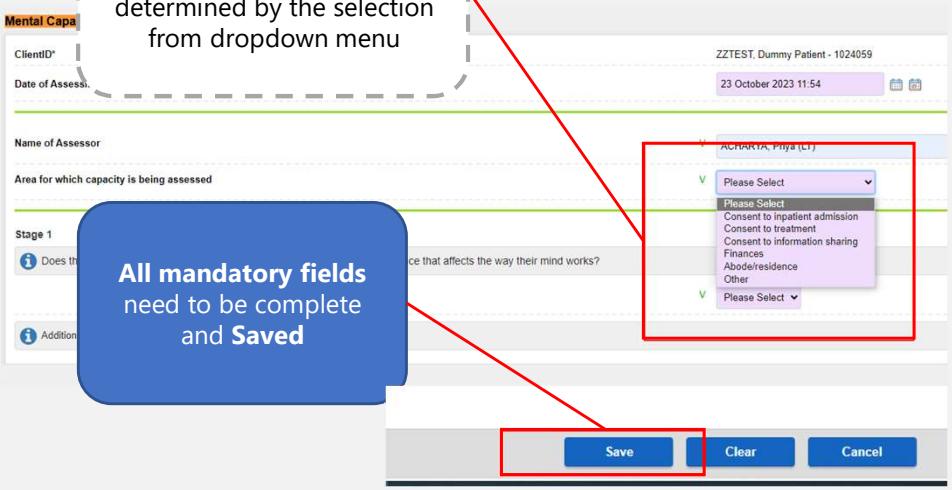
No assessment after admission date

From the **Mental Health Act & Mental Capacity Act** drop-down list

Select **Mental Capacity & Gillick Comp Asses**



Consent to Admit and **Consent to Treat** are determined by the selection from dropdown menu



All mandatory fields need to be complete and **Saved**

Risk Assess

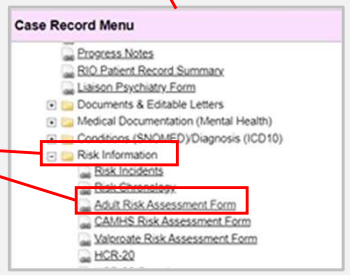
First assessment on or after admission date

No assessment after admission date

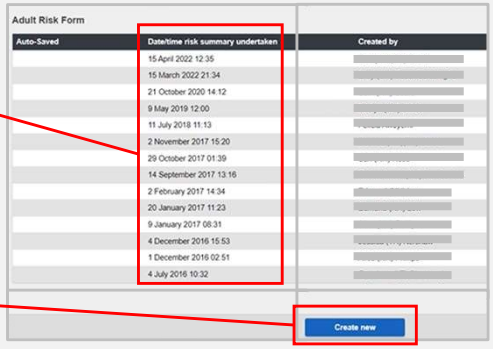
In **RiO's Case Record Menu**

From the **Risk Information** drop-down list

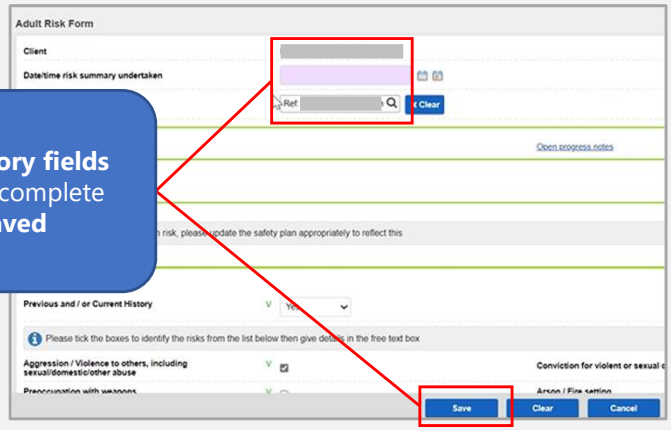
Select **Adult Risk Assessment Form**



Review **Assessments Done**



Create New form



All mandatory fields need to be complete and **Saved**

Lifestyle

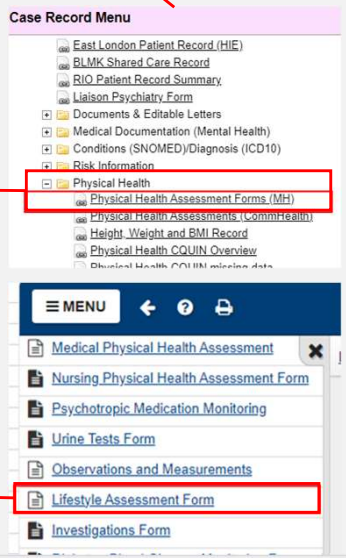
Latest assessment on/after admission date with status 'Assessment Complete'

No assessment after admission date with status 'Assessment Complete'

In **RiO's Case Record Menu**

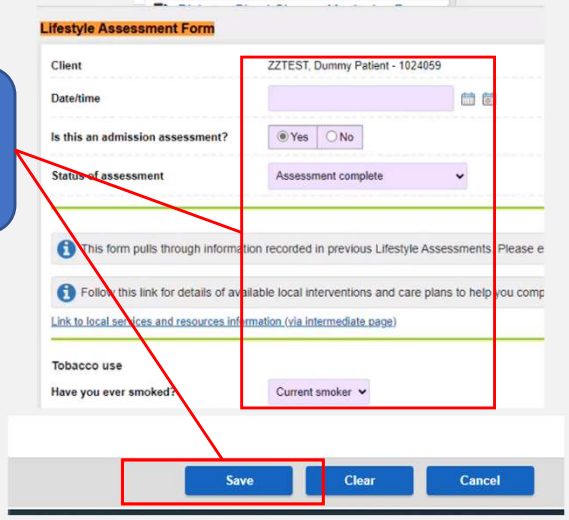
From the **Physical Health** drop-down list

Select **Physical Health Assessment Form**



Click **Lifestyle Assessment Form**

All mandatory fields need to be complete and **Saved**



VTE

Venous thromboembolism

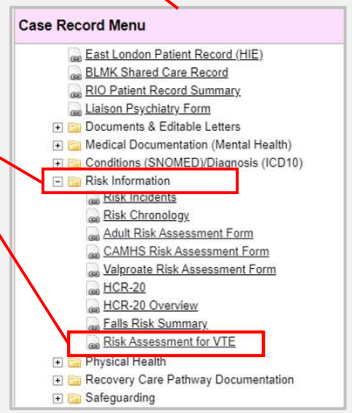
1. Medical Physical Health Assessment completed within 24hrs (or more) of admission with 'Has the patient's mobility changed?' as 'No' (N/A)
2. Assessment completed within 24hrs (or more) of admission with 'Has the patient's mobility changed?' as 'Yes' and has VTE form completed

1. No Medical Physical Health Assessment form
2. Medical Physical Health Assessment form with 'Has the patient's mobility changed?' not answered
3. Medical Physical Health Assessment form with 'Has the patient's mobility changed?' as 'Yes' but has no VTE form completed

In **RiO's Case Record Menu**

From the **Risk Information** drop-down list

Select **Risk Assessment For VTE**



Create New Form

All mandatory fields need to be complete and **Saved**

VTE can also be set using the Medical Physical Health Assessment form where 'Risk of VTE' field has been entered

Dialog+ on Adm (Hrs)

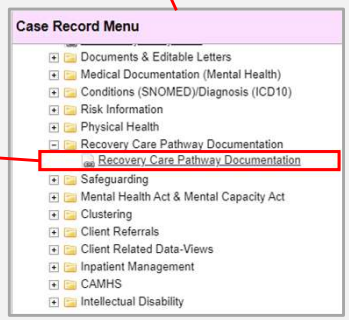
Number of hourse since assessment done within 48hrs (or more) of admission. Minimum 1 question must be answered by patient for Dialog + to be counted

No assessment after admission

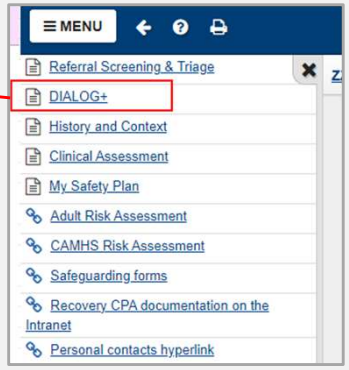
In **RiO's Case Record Menu**

From the **Recovery Care Pathway Documentation** drop-down list

Select **Recovery Care Pathway Documentation**



Select Dialog+ then select **Create New** form

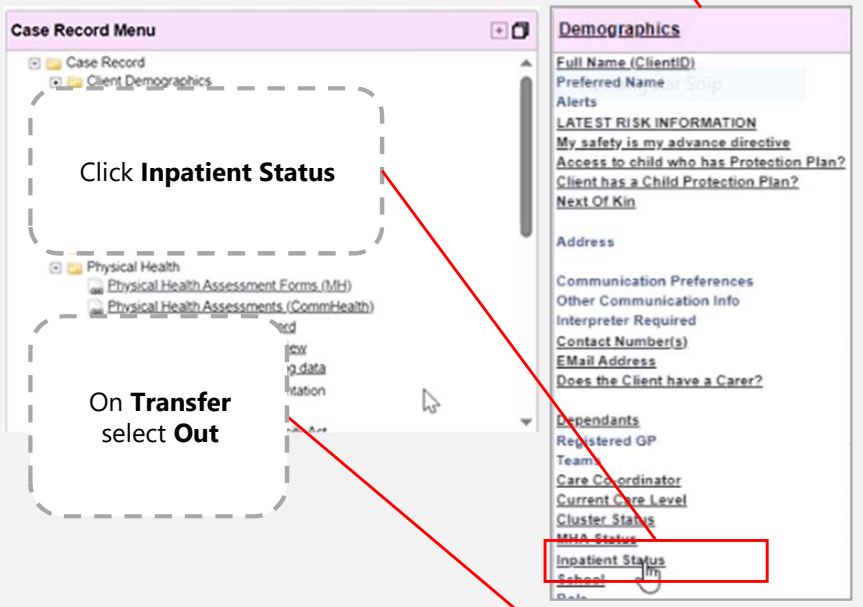


All mandatory fields need to be complete and **Saved**

Consultant

Named Nurse

In **RiO's Demographics** window

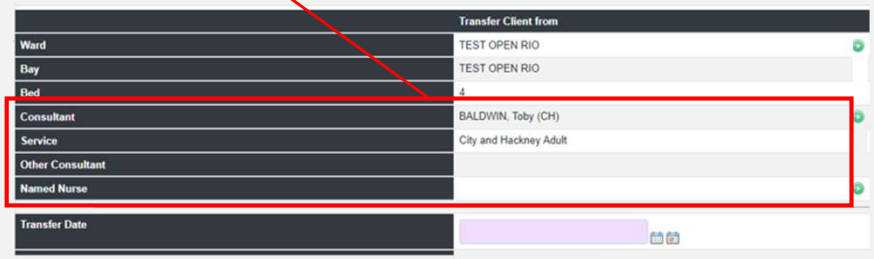


Click **Inpatient Status**

On **Transfer** select **Out**

Select radio button to set **Consultant** and **Named Nurse**

All **mandatory fields** need to be complete and **Saved**



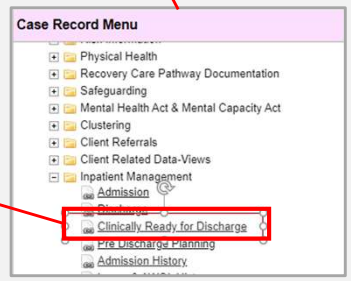
CRFD

Clinically Ready for Discharge

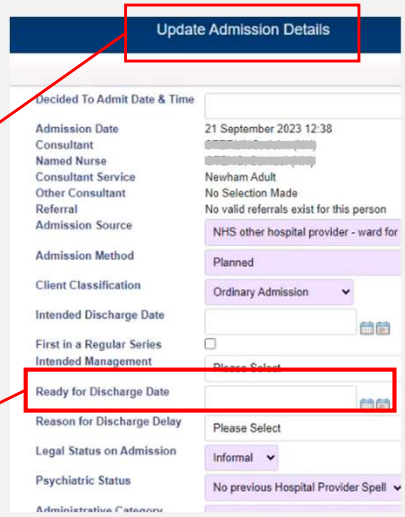
In **RiO's Case Record Menu**

From the **Inpatient Management** drop-down list

Select **Clinically Ready for Discharge**



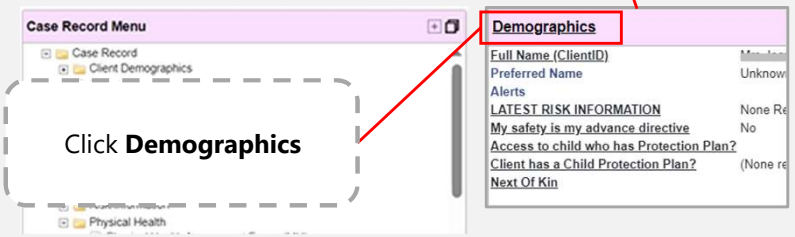
View **Update Admission Dates**



CRFD is set when **Ready for Discharge Date** and **all mandatory fields** are complete and **Saved**

Out of Area

In **RiO's Demographics** window



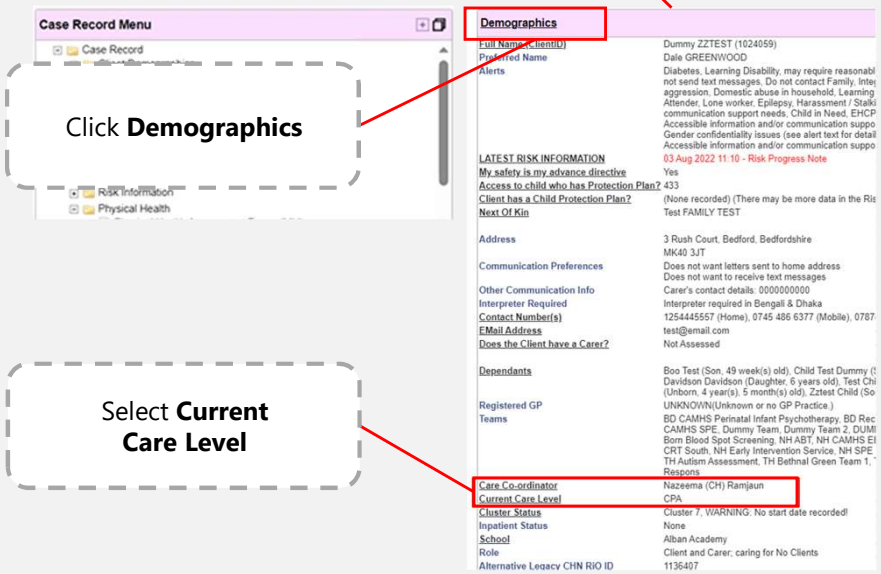
Click **Demographics**

Scroll down next screen

Out of Area is based on **CCG of GP Practice**

Care Coordinator

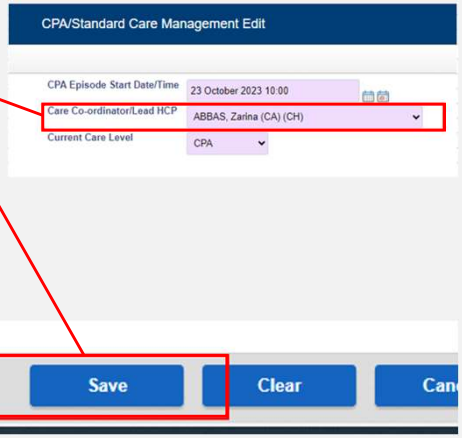
In **RiO's Demographics** window



Click **Demographics**

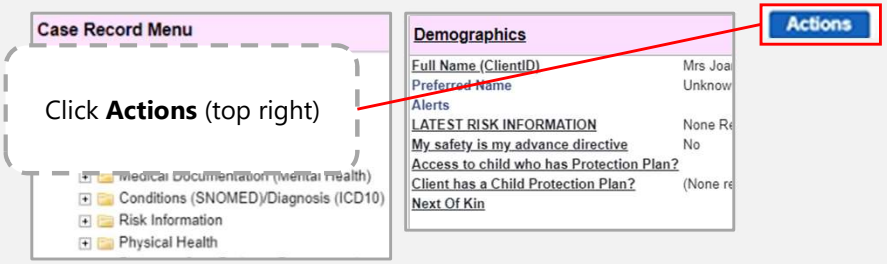
Select **Current Care Level**

All mandatory fields need to be complete and **Saved**



Care Team

In **RiO's Case Record Menu**



Click **Actions** (top right)

Select **Referrals/Exit/Entry**

Care Team is drawn from the Referral data

East London
NHS Foundation Trust

For Ward Screen Support Contact

elft.analytics@nhs.net

East London
NHS Foundation Trust

Ward Screen companion

Power BI

How to login

Power up the PC

Power up the screen

Check input and output connections

Select correct HDMI source on screen

You will need:

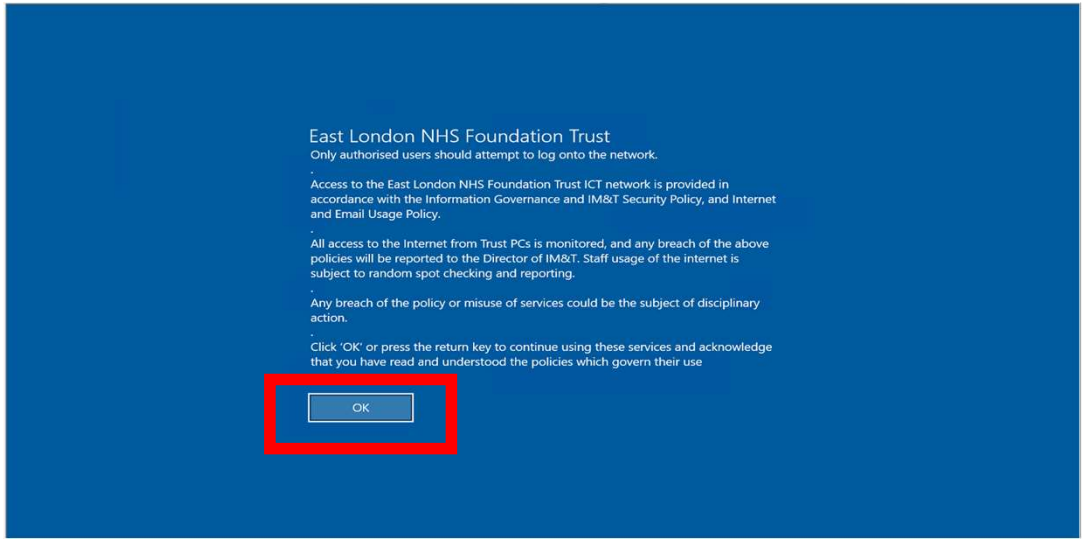
Ward email

Password

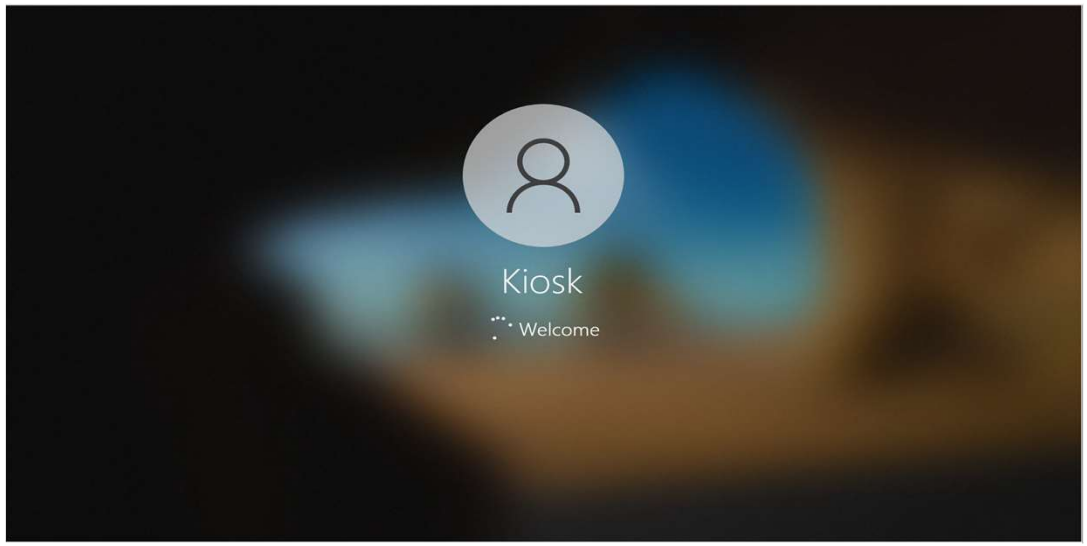
Keyboard & Mouse

Then complete the following 8 stages

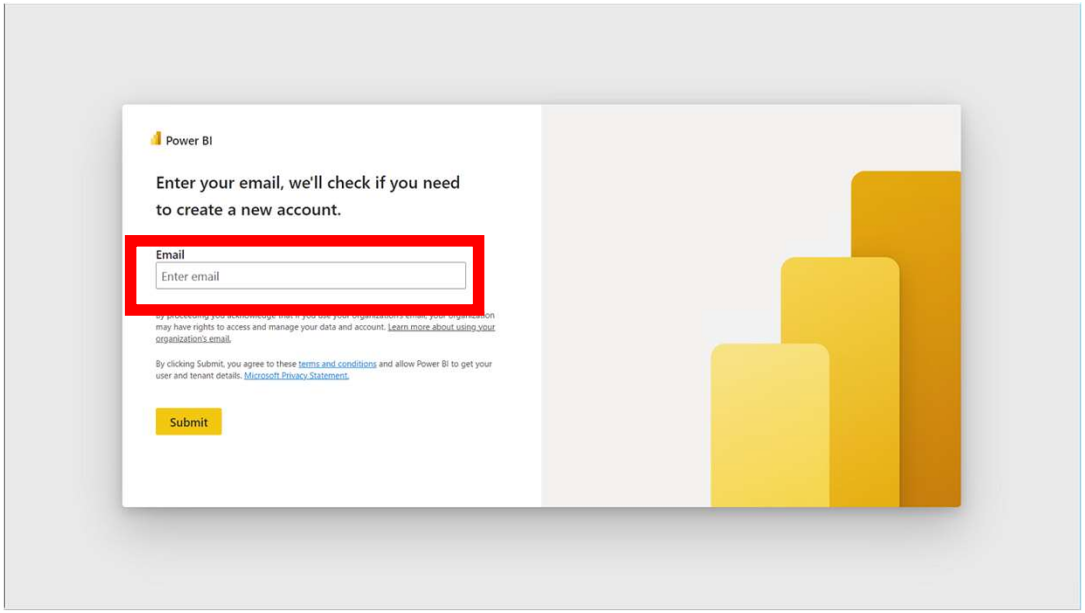
1. Welcome Page



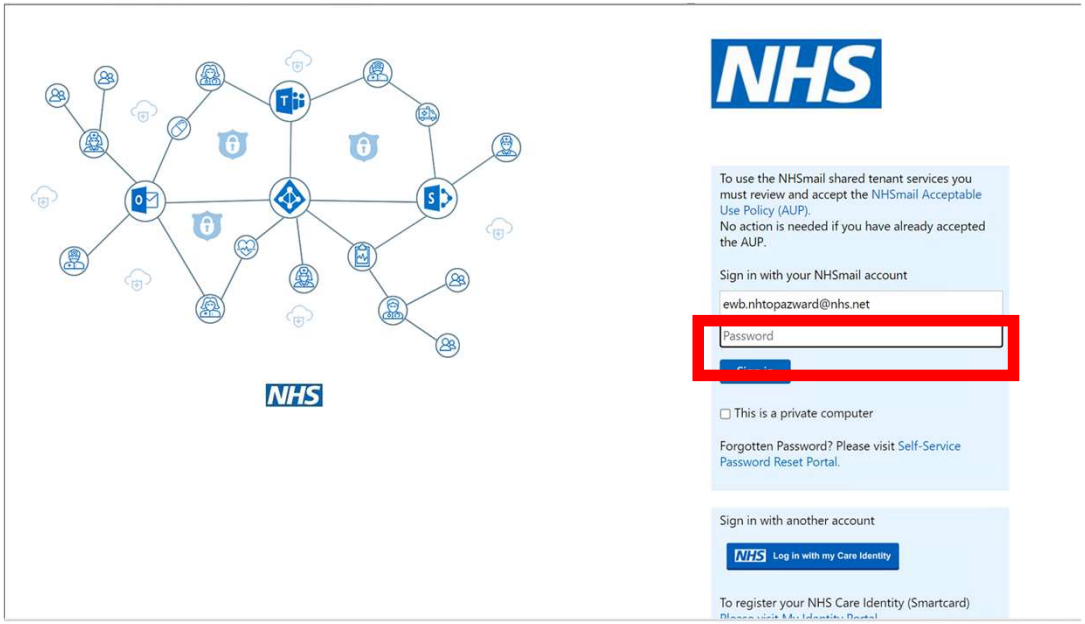
2. Kiosk Login screen (automatic, so nothing to do)



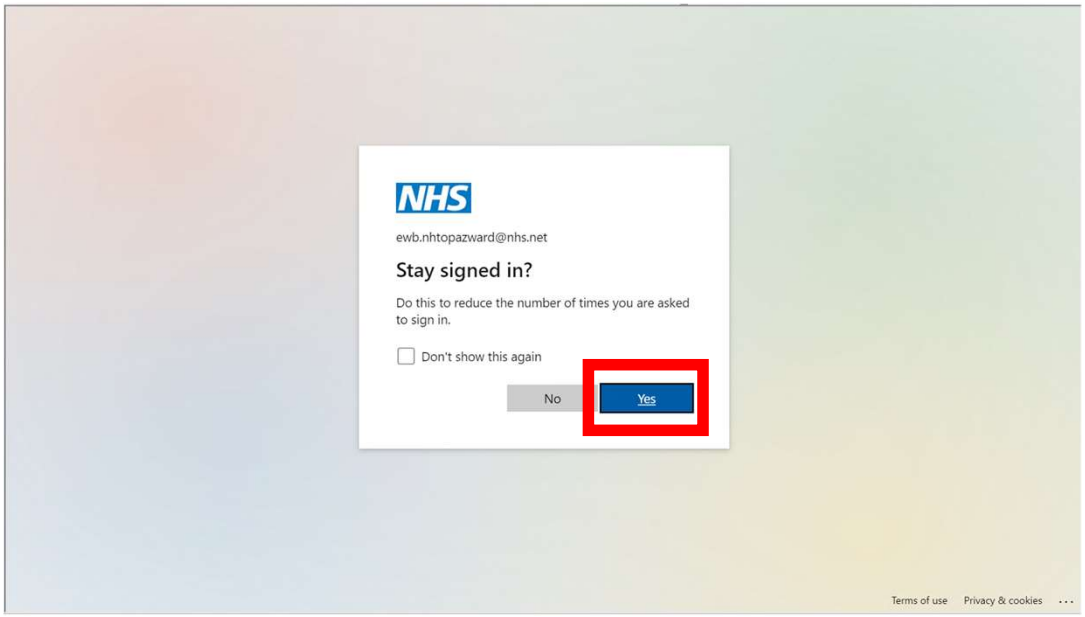
3. Enter email address



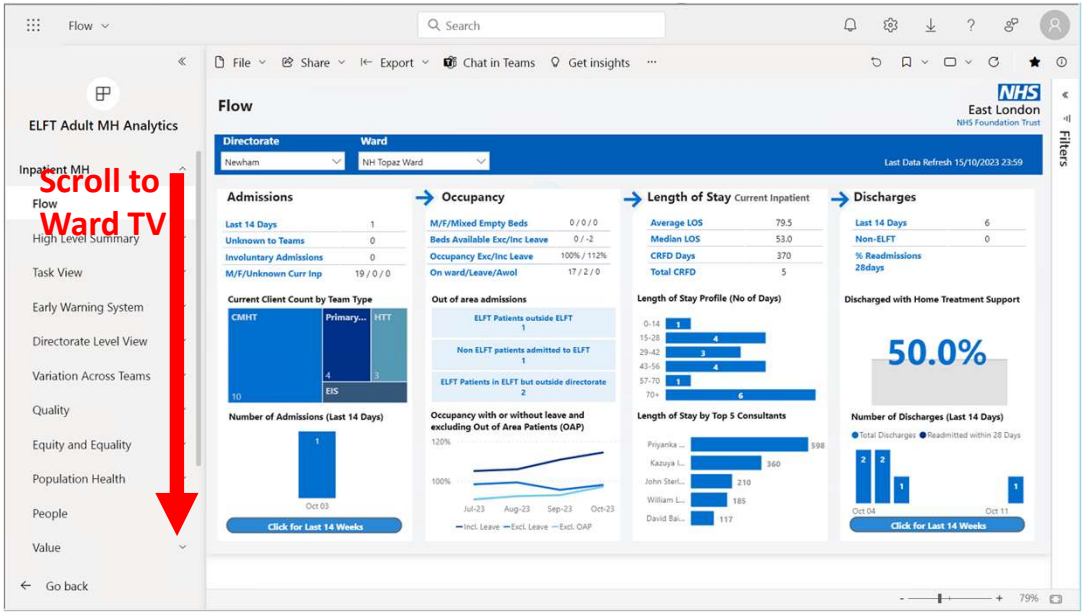
4. Enter password



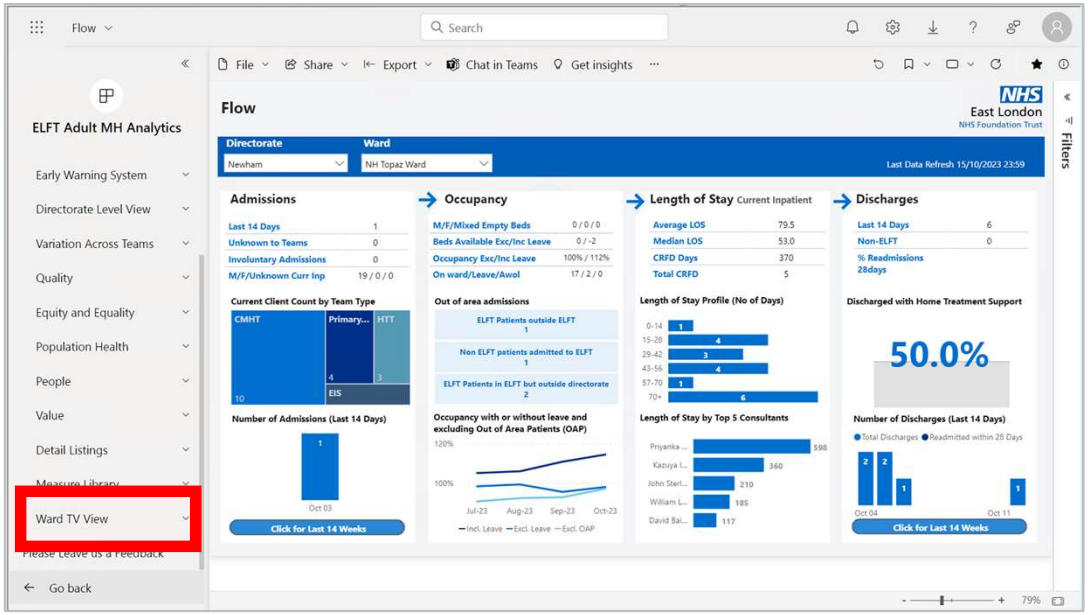
5. Stay Signed in? YES!



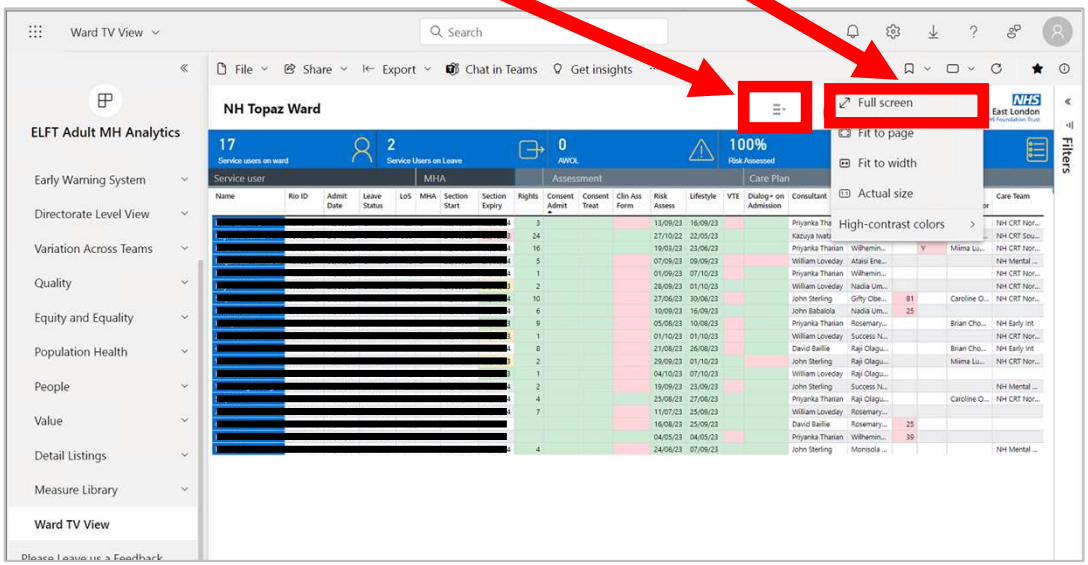
6. Inpatients landing page



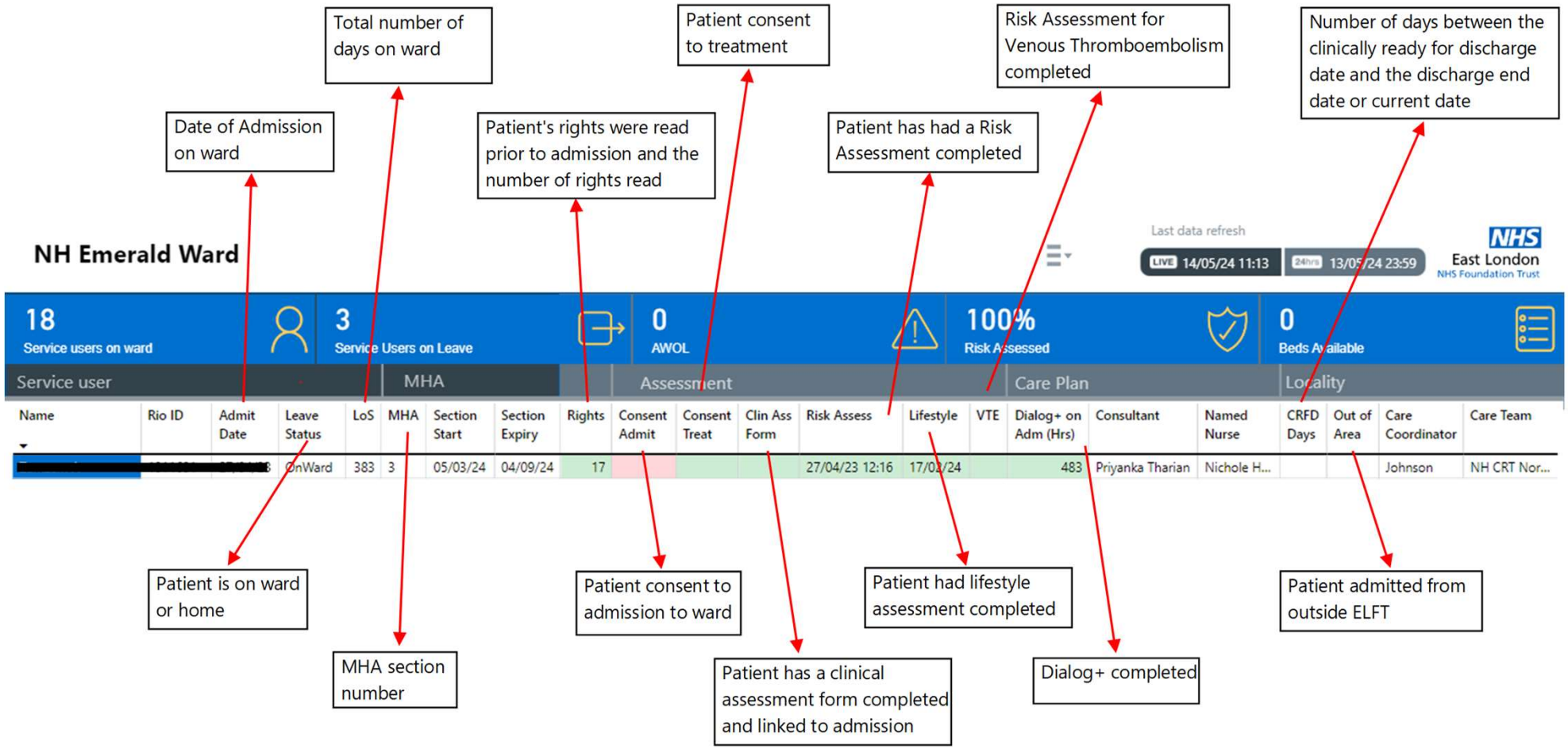
7. Select Ward TV link



8. Select Ward and Fullscreen view



What the screen shows



Where does the data come from in RiO?

Service User

MHA

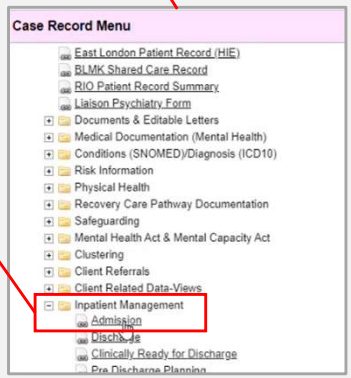
Assessment

Care Plan

Locality

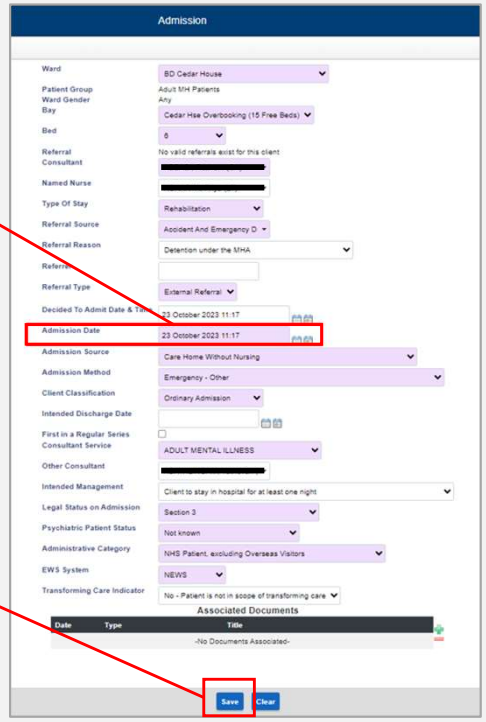
Admit Date

In **RiO's Case Record Menu**



From the **Inpatient Management** drop-down list

Select **Admission**

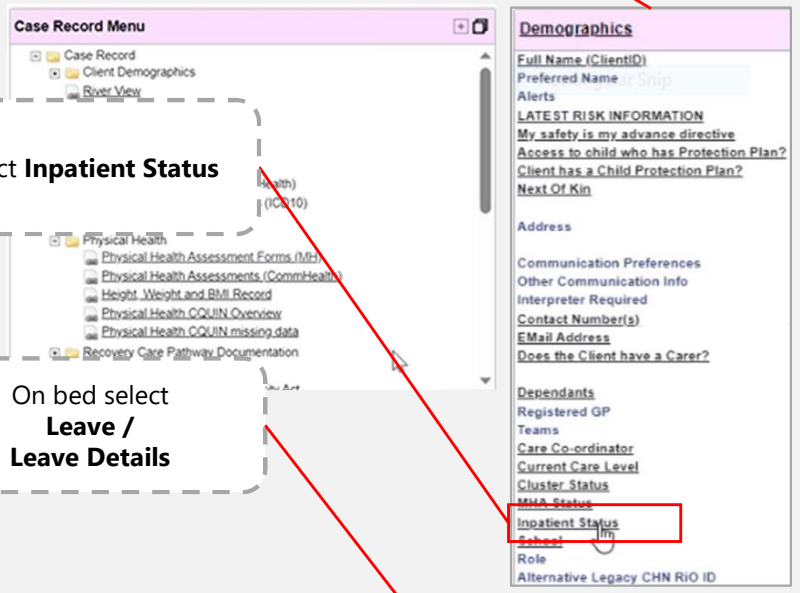


Admit Date is drawn from the **Admission Date** Field

All mandatory fields need to be complete and **Saved**

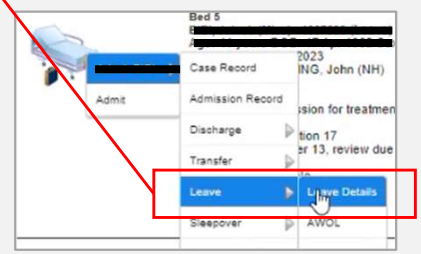
Leave Status

In **RiO's Demographics** window

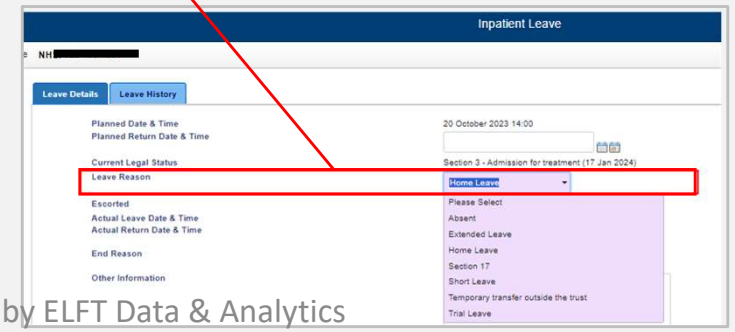


Select **Inpatient Status**

On bed select **Leave / Leave Details**



Leave Reason and **all mandatory fields** need to be complete and **Saved**



LoS

Length of Stay

Length of Stay in Days (LoS)
= Current Date – Admission date

MHA

Section number

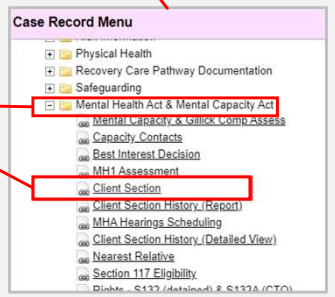
Section Start

Section Expiry

In **RiO's**
Case Record Menu

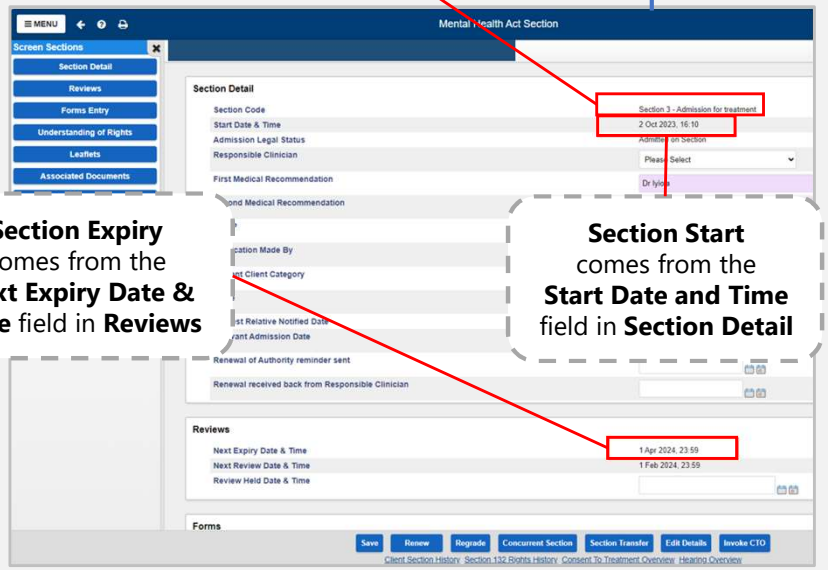
From the **Mental Health Act & Mental Capacity Act** drop-down list

Select **Client Section**



MHA
comes from the
Section Code field
in **Section Detail**

This form is completed by the MHA team



Section Expiry
comes from the
Next Expiry Date & Time field in **Reviews**

Section Start
comes from the
Start Date and Time
field in **Section Detail**

Rights

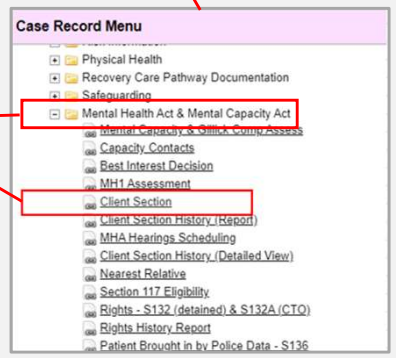
1 or more of rights recorded less than 24hrs before or during admission
OR
Client is informal

In **RiO's Case Record Menu**

No rights recorded less than 24hrs before or during admission

From the **Mental Health Act & Mental Capacity Act** drop-down list

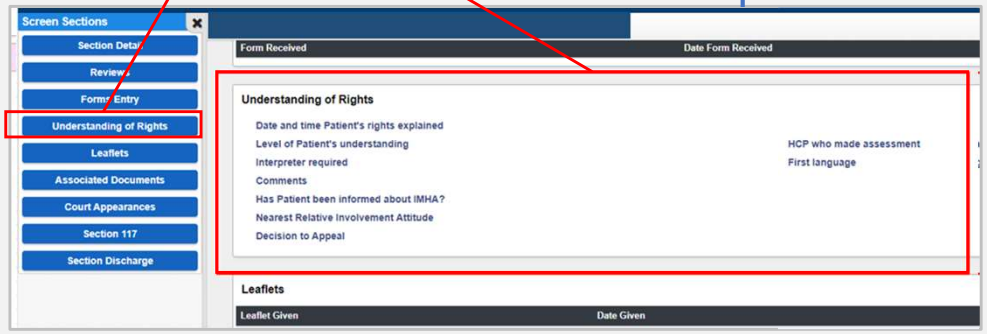
Select **Client Section**



Under **Screen Sections**

Click **Understanding of Rights** to view most recent record

This form is completed by the MHA team



Clin Ass Form

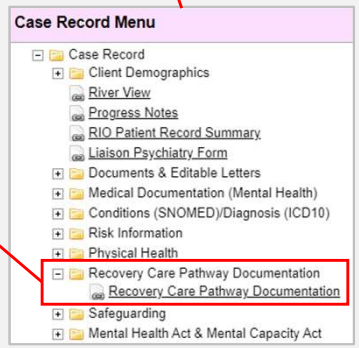
Indicates whether patient has at least 1 clinical assessment form completed and linked to admission

In **RiO's Case Record Menu**

No assessment linked

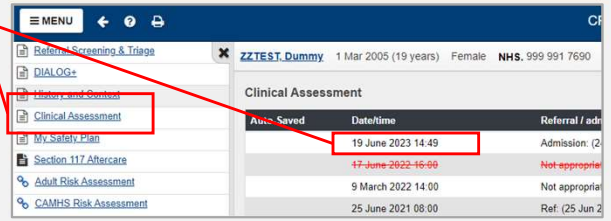
From the **Recovery Care Pathway Documentation** drop-down list

Select **Recovery Care Pathway Documentation**

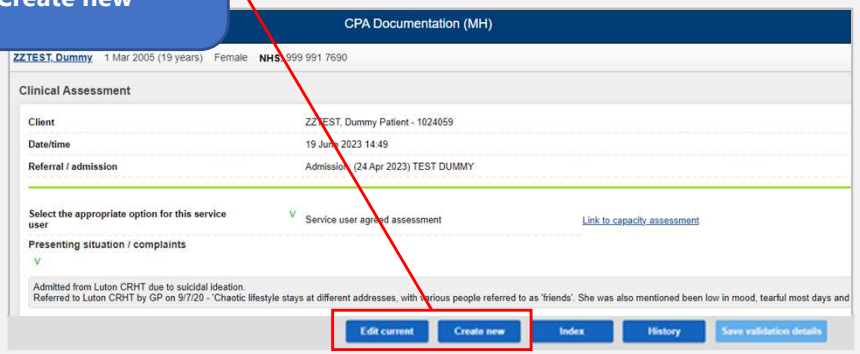


Click **Clinical Assesment** to view complete records

Clin Ass Form comes from last completed form **linked to admission**



Select **Form** to view, **Edit current** or **Create new**



Consent Admit | **Consent Treat**

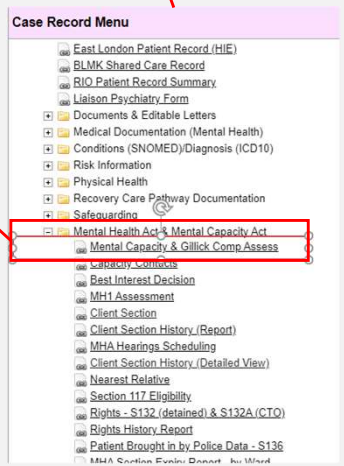
In **RiO's Case Record Menu**

First assessment done 24hr or more than 48hrs after admission date

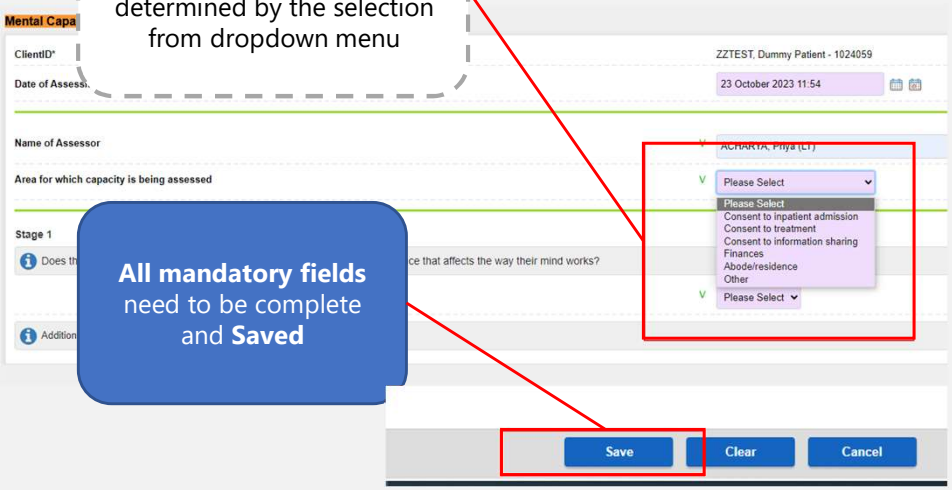
No assessment after admission date

From the **Mental Health Act & Mental Capacity Act** drop-down list

Select **Mental Capacity & Gillick Comp Asses**



Consent to Admit and **Consent to Treat** are determined by the selection from dropdown menu



All mandatory fields need to be complete and **Saved**

Risk Assess

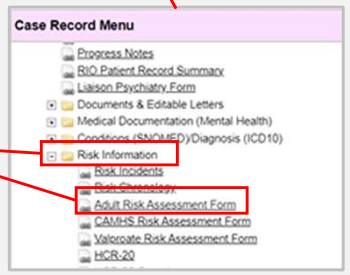
First assessment on or after admission date

No assessment after admission date

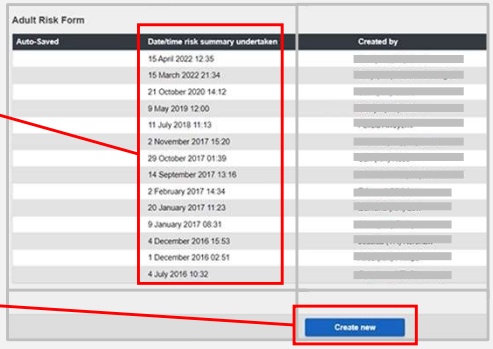
In **RiO's Case Record Menu**

From the **Risk Information** drop-down list

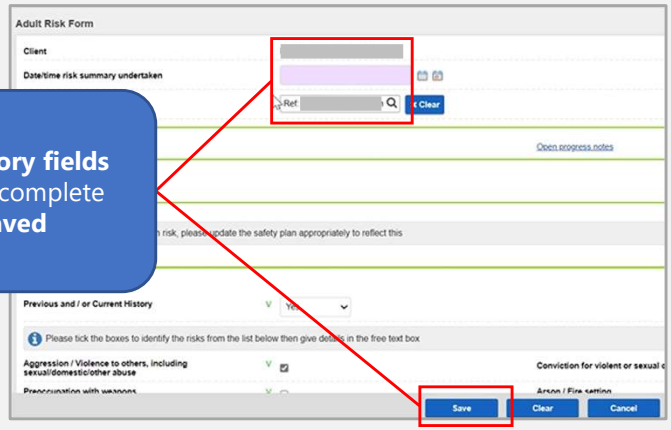
Select **Adult Risk Assessment Form**



Review **Assessments Done**



Create New form



All mandatory fields need to be complete and **Saved**

Lifestyle

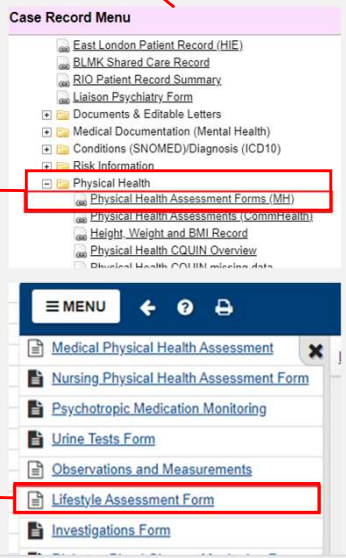
Latest assessment on/after admission date with status 'Assessment Complete'

No assessment after admission date with status 'Assessment Complete'

In **RiO's Case Record Menu**

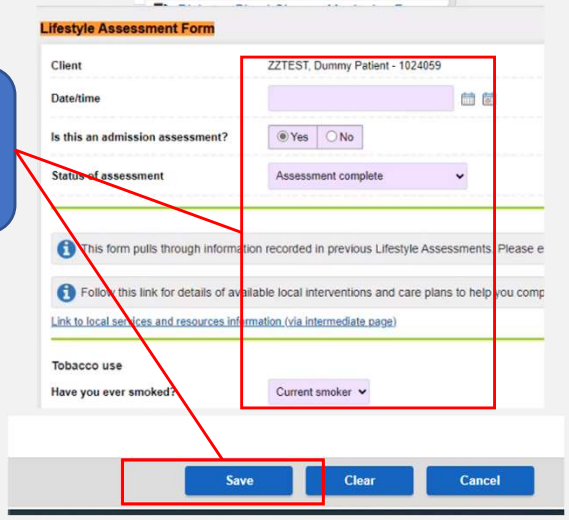
From the **Physical Health** drop-down list

Select **Physical Health Assessment Form**



Click **Lifestyle Assessment Form**

All mandatory fields need to be complete and **Saved**



VTE

Venous thromboembolism

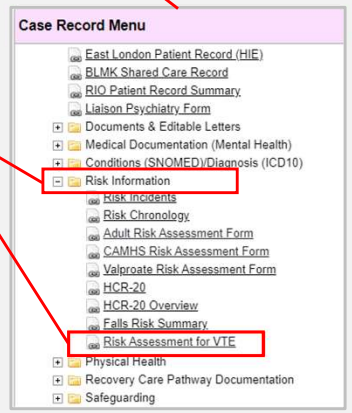
1. Medical Physical Health Assessment completed within 24hrs (or more) of admission with 'Has the patient's mobility changed?' as 'No' (N/A)
2. Assessment completed within 24hrs (or more) of admission with 'Has the patient's mobility changed?' as 'Yes' and has VTE form completed

1. No Medical Physical Health Assessment form
2. Medical Physical Health Assessment form with 'Has the patient's mobility changed?' not answered
3. Medical Physical Health Assessment form with 'Has the patient's mobility changed?' as 'Yes' but has no VTE form completed

In **RiO's Case Record Menu**

From the **Risk Information** drop-down list

Select **Risk Assessment For VTE**



Create New Form

All mandatory fields need to be complete and **Saved**

VTE can also be set using the Medical Physical Health Assessment form where 'Risk of VTE' field has been entered

Dialog+ on Adm (Hrs)

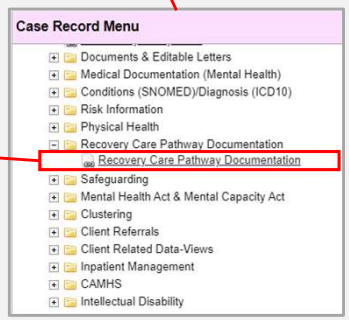
Number of hourse since assessment done within 48hrs (or more) of admission. Minimum 1 question must be answered by patient for Dialog + to be counted

No assessment after admission

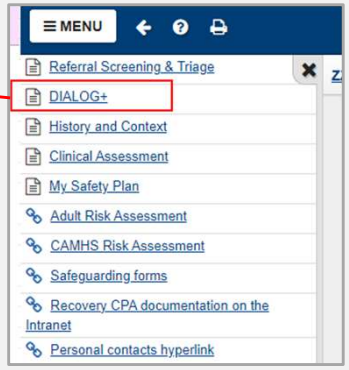
In **RiO's Case Record Menu**

From the **Recovery Care Pathway Documentation** drop-down list

Select **Recovery Care Pathway Documentation**



Select Dialog+ then select **Create New** form

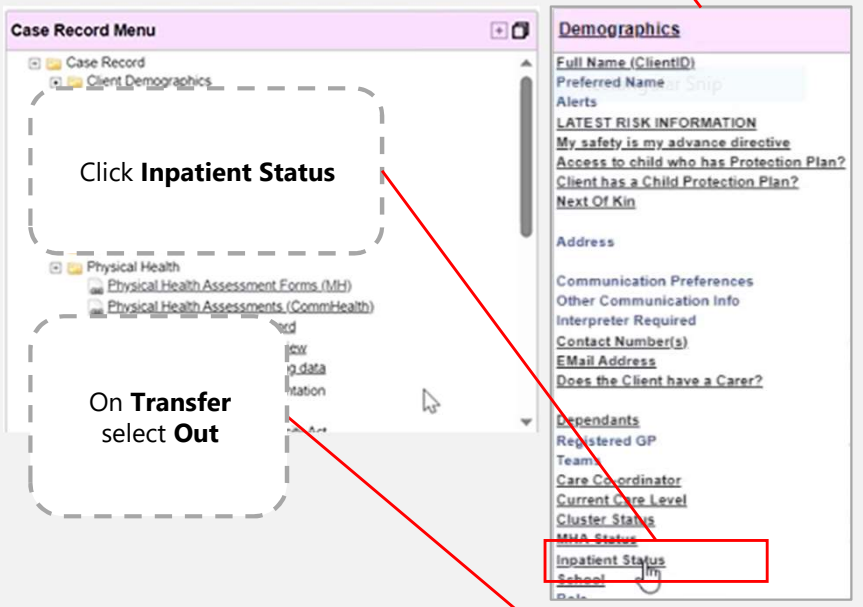


All mandatory fields need to be complete and **Saved**

Consultant

Named Nurse

In **RiO's Demographics** window

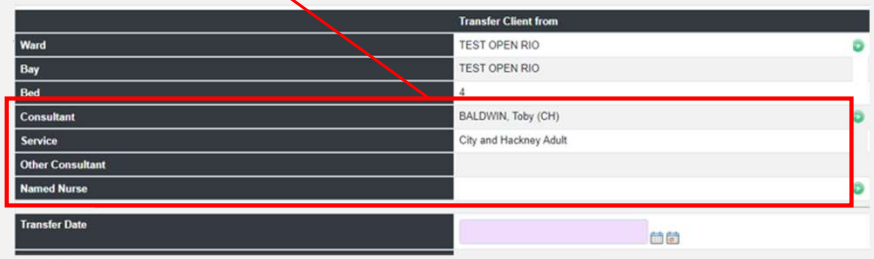


Click **Inpatient Status**

On **Transfer** select **Out**

Select radio button to set **Consultant** and **Named Nurse**

All **mandatory fields** need to be complete and **Saved**



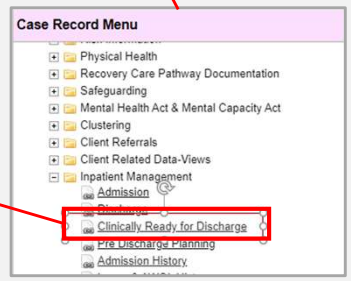
CRFD

Clinically Ready for Discharge

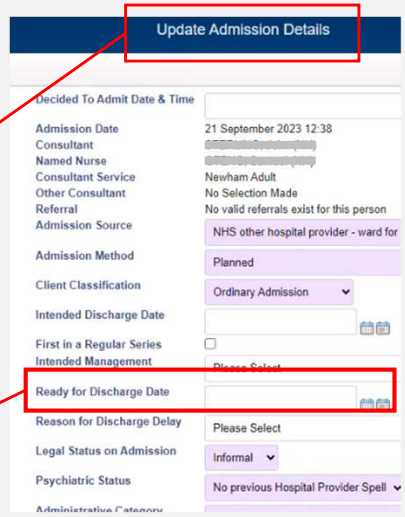
In **RiO's Case Record Menu**

From the **Inpatient Management** drop-down list

Select **Clinically Ready for Discharge**



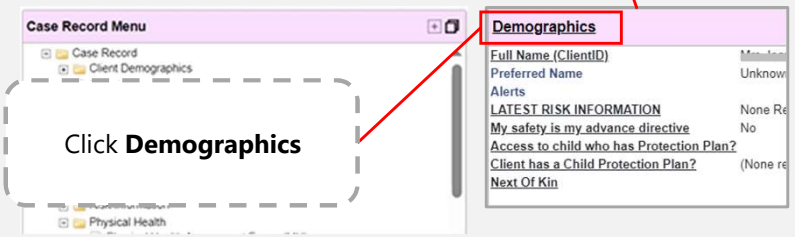
View **Update Admission Dates**



CRFD is set when **Ready for Discharge Date** and **all mandatory fields** are complete and **Saved**

Out of Area

In **RiO's Demographics** window



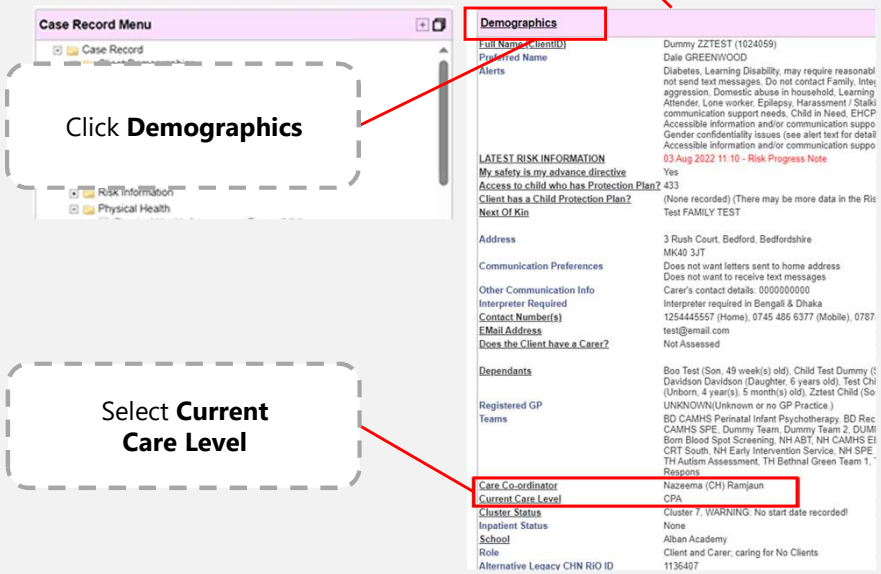
Click **Demographics**

Scroll down next screen

Out of Area is based on **CCG of GP Practice**

Care Coordinator

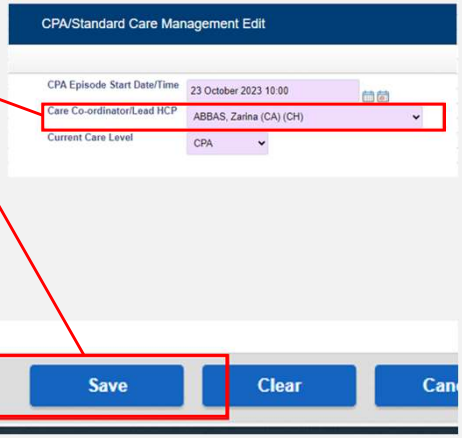
In **RiO's Demographics** window



Click **Demographics**

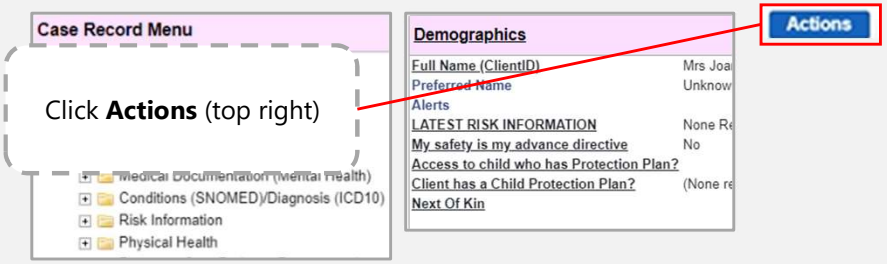
Select **Current Care Level**

All mandatory fields need to be complete and **Saved**



Care Team

In **RiO's Case Record Menu**



Click **Actions** (top right)

Select **Referrals/Exit/Entry**

Care Team is drawn from the Referral data

East London
NHS Foundation Trust

For Ward Screen Support Contact

elft.analytics@nhs.net