Login

Make sure the computer and Internet Explorer is running with the above screen (web site) displayed.

Enter a ‘User name’ of ______________________

and a ‘Password’ of ________________________. Ask a moderator, if you need help.

Click on [Patients] from the top row of tabs on the Home Page. Then on the next screen, click on [Add Patient] (underneath the tabs.)
1) Add a patient:

Scenario: A new patient who you have examined, performed the lab tests, and you wish to start treatment.

For Last Name, enter ________________________________

For First Name, enter ________________________________

For Gender, enter ________________________________

For Birth Date, enter ______10/03/1954______________________________

For SSN, enter __________111‐99‐_________________________

For Site Name, enter ______Warner Brothers______________________

For Site MRN, enter ________________________________

For Disease State, enter _____HCV Community___________________

Click on [Save] button.
A Patient Screen should appear with the Encounter Tab selected:
The top row of tabs still appears, followed by a band for Patient Details, with another row of patient specific tabs.

Click on the [Begin New Treatment Cycle] button.
Click on Screening, which occurs below the ‘Encounter Type’. This will start the Screening Encounter:

Enter an ‘Encounter Date’ of 05/15/2010

Section: 1 General Information/Demographics:
Enter a ‘Martial Status’ of Single
Enter a ‘Housing Status’ of ______ House or Apartment

Enter a ‘No. of people living in home’ of _______________4_________________

Enter a ‘No. of hours per week outside home’ of ______________0_________________

Enter a ‘Race’ of ______________ Black________________

Select Option: ‘Ethnicity - Hispanic’ of __________ Yes_____________________

Enter a ‘Years completed in school’ of ______________0_____________________

Enter a ‘Hours per week attending school’ of ______________0_____________________

Enter an ‘On Disability’ of ______ No___________________________

Enter a ‘majority of household income’ of __________ No_____________________

Enter a ‘Caregiver to another person’ of __________ No___________________

Section: 2. Suspected Route of HCV Transmission:
Check one or more Routes

Section: 3. Medical Diagnoses:
Enter any past date for ‘Date of Diagnosis’
Check any 2 and respond to resulting questions (including dates).
Click on [Next]

Section: 4. Miscellaneous History
Check your choice

Section: 5. Hepatitis Immunity/ Vaccinations
Select your choice (remember to enter in dates.)

Section: 6. Psychiatric Diagnoses
Check any desired Diagnosis and answer questions.

Section: 7. CESD Score
Enter score less than 10.

Section: 8. Substance Use History
Click on ‘yes’ to all and answer resulting questions.
Click on [Next]

Section: 9. Medications & Allergies
You may skip this section, we will add a medication later.

Section: 10. Physical Examination
Enter common vital information. Note how system defaults based on value entered.
Click on [Next]

Section: 11. Imaging
Check one of the values of this section and enter corresponding date.

Section: 12. Assessment & Plan
Enter anything inside this free text box.

Click on the [Save] Button
and click [Yes] within the alert box.

Please enter Comments below or in Margin:

<table>
<thead>
<tr>
<th>Question</th>
<th>Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Was it easy to enter a patient?</td>
<td></td>
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<tr>
<td>Did the flow of the questions make sense?</td>
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<td>Can you suggest ways for these screens to be improved?</td>
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<tr>
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</table>
2) Patient Call:

Scenario: Patient calls to check on test results.
1. Click on [Messages] Tab. This is the one for the patients, below the ‘Patient Details’.

2. Click on [Compose new message] Button.

3. For ‘Message Type’, Select Telephone.

4. In ‘To’ Field, type Burke and select TBurke.

5. Select a ‘Priority’.

6. For ‘Save To Flowsheet’, Select the ‘Yes’ option.

7. Subject will default with the Patient’s name; feel free to add specifics to the rest of the subject.

8. In the Message Section, type in any message that a patient may call over the phone.

9. Click the [Send] Button.

Please enter Comments below or in Margin:

Was it easy to record a message? 

Did the flow of the items make sense? 

Were the essential elements captured? 

Can you suggest ways for this screen to be improved? 

Other Comments?
3) **Add an Encounter:**

Scenario: Patient comes in for a follow up visit.

Make sure that ‘Warner Brothers’ is selected by ‘Site Name’

Click on [Patient Search] (underneath the main tabs.)

For Last Name, enter ________________________________

Click on the [Search] Button.

Click on your Patient’s Name.

Select the [Encounters] tab.

Select the next [week] under the Encounter Type.

Type in today’s date for the ‘Week# Encounter Date’

1. **Patient Interview**
Check an option for each question.

2. **Review of Symptoms**
   Check any options.

3. **CESD Score:**
   Enter a score less than 10.

5. **Medications & Allergies:**
   Type inside the box under ‘MedicationName’, _______Ambien_________
   arrow down and then hit <enter> when ‘Zolpidem Tartrate 10Mg Tab’ is selected.
   Enter a Start Date of today’s date.

4. **Physical Examination:**
   enter something within all the ‘vital signs’ fields.

6. **Medication Questions:**
   Respond to all ‘Medication Questions’.

7. **Assessment & Plan:**
   Type in your assessment.

   Click [Save Week# Details]
   Notice Encounter information.

   Click [Encounter Schedule]
   Notice next Scheduled Date.

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Other Comments?
4) Schedule Patient for a clinic:
Click on [Presentation] tab

Click on [Add] link by the next Clinic Date for ‘HCV Community’

1. Select ‘Follow-up on Treatment’ for the ‘Reason for Presentation’ drop down.
2. Select ’24 week viral load’ for ‘Follow-Up Type’
3. Within the ‘Area of Concern’ free text box, type anything.
4. Within the ‘Presenting Provider’ text box, type in your name and select it.
5. Click on the Preview Presentation link. Close that Internet Explorer Tab to exit.
6. Click the [Save] button.
   Note that your patient is added to the bottom of the list.

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5) **Explore iHealth:**
   Click on all tabs or anything that interests you.

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<td>What tabs are most important to you?</td>
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<td>What sections need the most training?</td>
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