

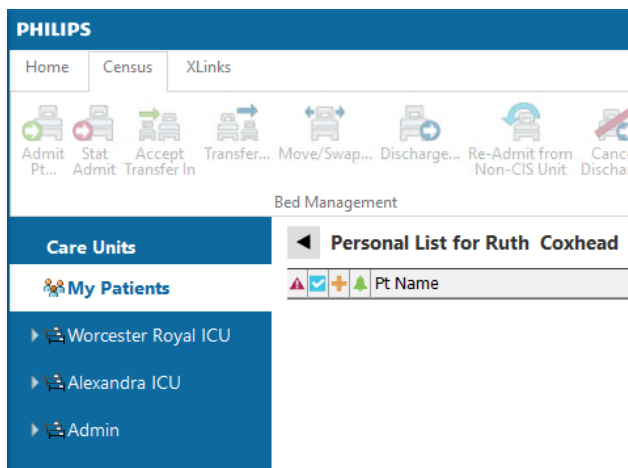
How to document a review in the notes

This guide shows how visiting teams should document their reviews in the patient's notes.

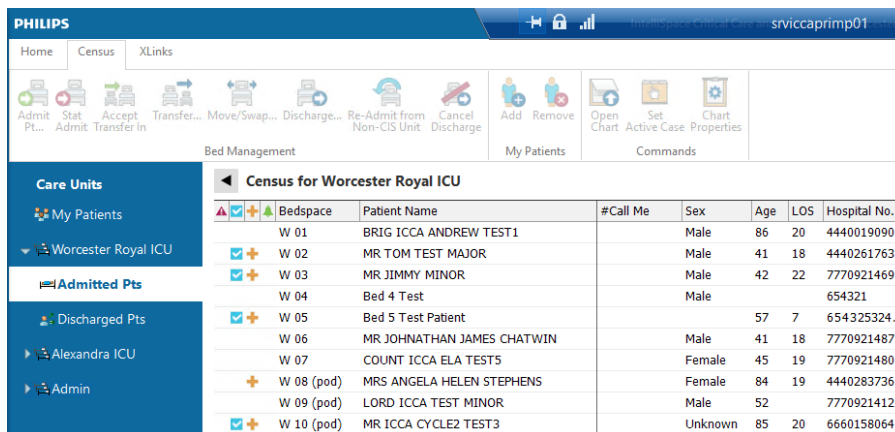
Step 1: Log in to ICCA with your Whits username and password. The icon will be visible on all ITU computers but only accessible if you have completed training and been given authorisation by the ICCA team.



Step 2: Open up the correct ICU from the list on the left hand side, and select Admitted Pts



Step 3: Double click on the patient you are reviewing from the Census for that unit



Step 4: The Flowsheet will automatically open up when you enter a patient's record. You may wish to select Medical Notes to see what is in there already, but it is not essential.

BRIG ICCA ANDREW TEST1
W 01 | Worcester Royal ICU

Allergies: No known allergies (confirmed):
NHS No: 4109193117

Hospital No: 4440019090
DOB: 08/11/1936

Flowsheets | Flowsheet

02/08/2023 SAH

- Demographics
- Flowsheets
- Flowsheet**
- Nursing/Medical Tasks
- Nursing/Medical Tasks
- Investigations
- Medications
- Medical Notes
- Nursing Notes
- Pharmacy Notes

Todays staff

Vital Signs Graph

Vital Signs

Respiratory

Invasive Ventilation

Non-Invasive Ventilation

Blood Gases

Advanced Cardiovascular

Neuro

RRT- Citrate

RRT- Heparin/flofan

Lines

Medications

Continuous Drug Infusions

Flowsheet
[Auto-chart every 1hr]

	23/08/2023	04:00	05:00
HR			
Resp Rate			
SpO2			
Art BP			
NBP			
Temp			
Bedside Event			
SpO2			
HR			
Cardiac Rhythm			
Art BP			
NBP			

BRIG ICCA ANDREW TEST1
W 01 | Worcester Royal ICU

Allergies: No known allergies (confirmed):
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Medical Notes | Daily Ward Round (Medical) 16/08/2023 09:11

02/08/2023 SAH

- Demographics
- Flowsheets
- Investigations
- Medications
- Medical Notes**
- Admission Document (Medical)
- Procedure List
- 16/08/2023
- Daily Ward Round (Medic...**
- Nursing Notes
- Pharmacy Notes

Morning Ward Round

ICU Consultant: [Text Box]

Days in ICU: 13 days

MDT on W

Others on morning wardround:

- + ICU Staff 1: [Text Box]
- + ICU Staff 2: [Text Box]
- + ICU Staff 3: [Text Box]

Patient Category: [Text Box]

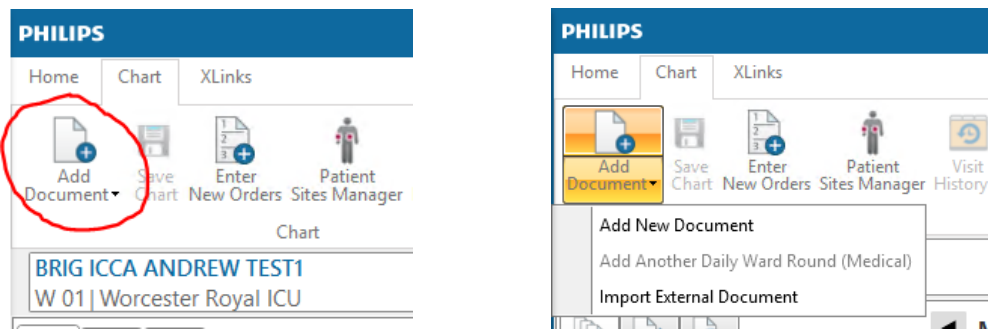
***ICU CLINICAL

+ Clinical Tri

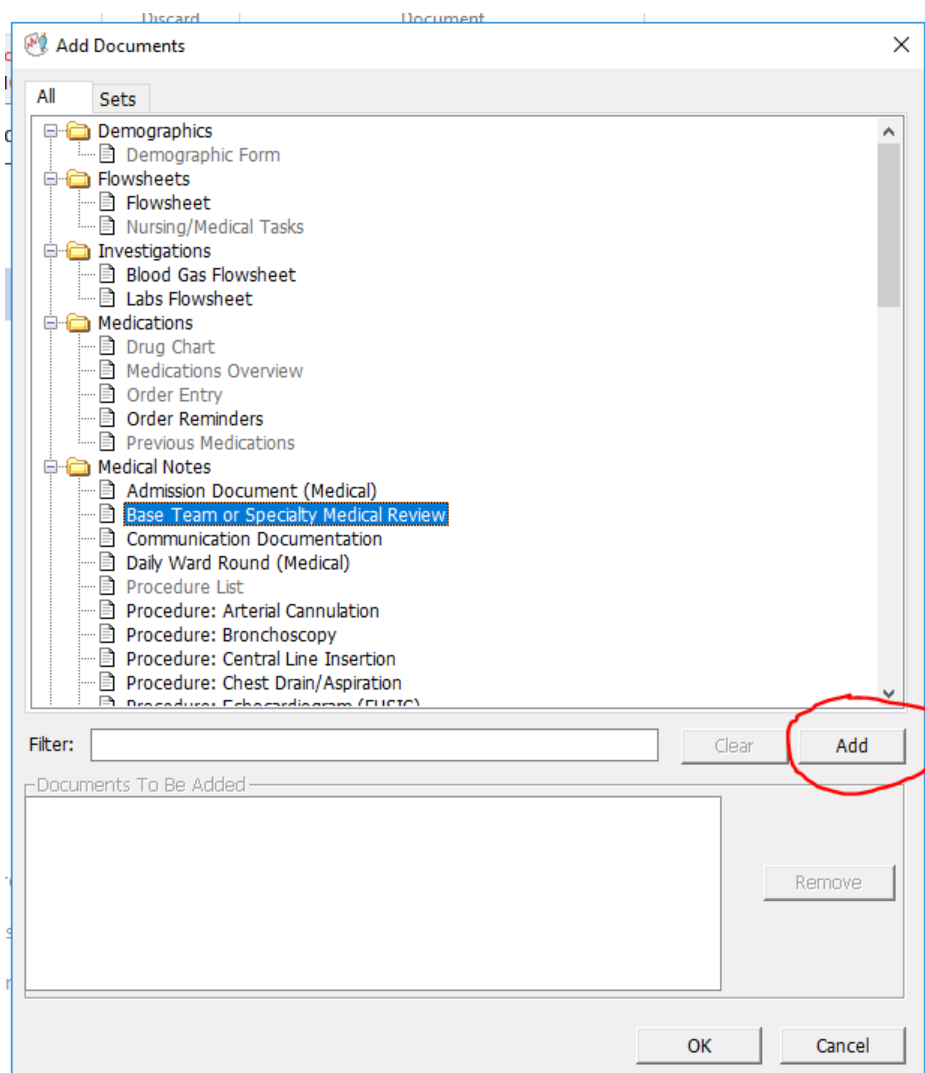
Reason for Admission

Reason for Admission: OOHCA

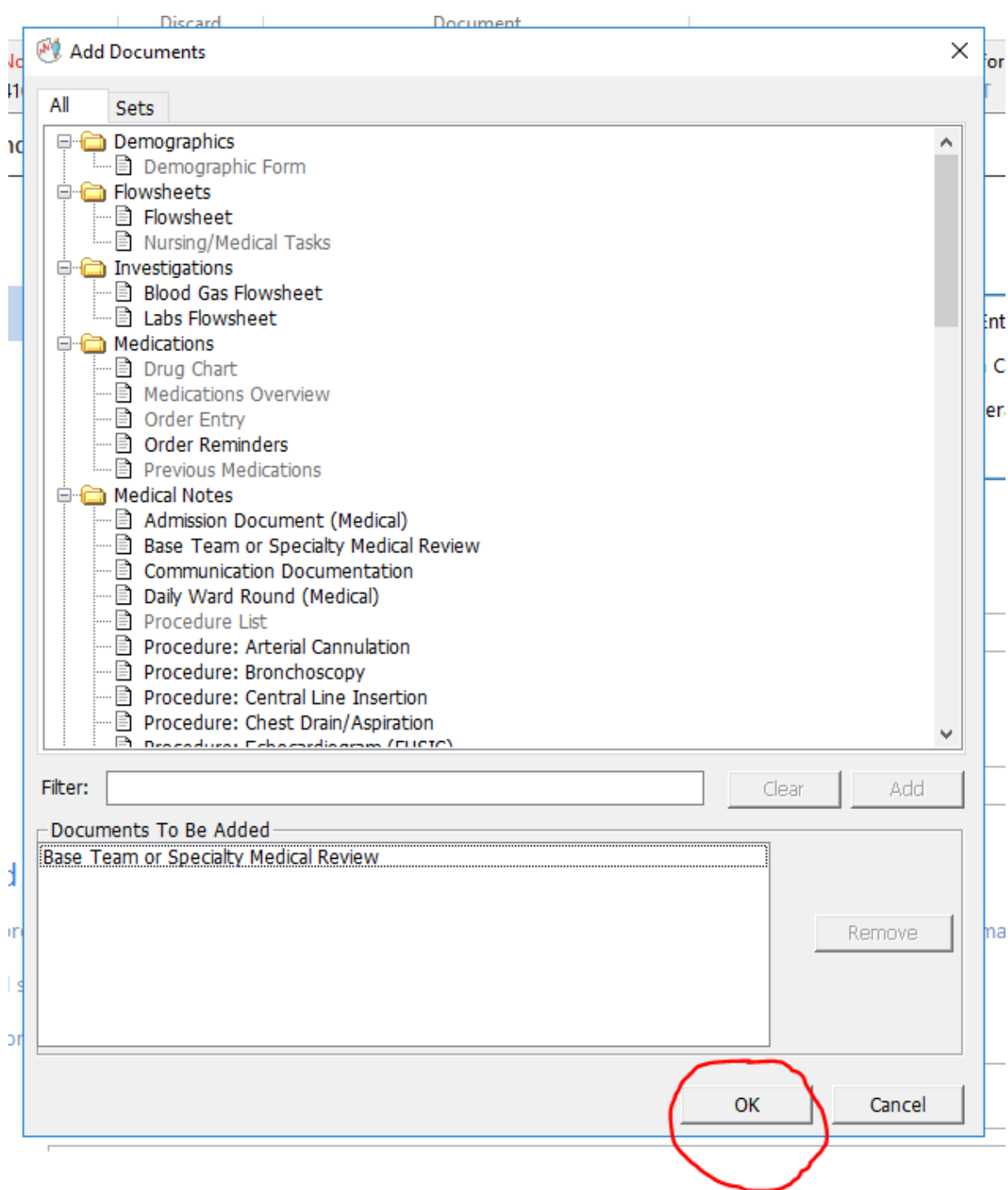
Step 5: Go to Add Document, and Add New Document



Step 6: Select Base Team or Specialty Medical Review, then press Add or double click



Step 7: Press OK once the Documents To Be Added box contains the review document



Step 8: Click on the black cross before Visiting Team to open up the various text boxes and drop down menus. Base team or Specialty review is a mandatory field.

BRIG ICCA ANDREW TEST1
W 01 | Worcester Royal ICU

Allergies No known allergies (confirmed);
NHS No: 4109193117

Hospital No: 4440019090
DOB 08/11/1936

Medical Notes | Base Team or Specialty Medical Review 23/08/2023 15:29

02/08/2023 SAH

- Demographics
- Flowsheets
- Investigations
- Medications

Team Information

+ Visiting Team

Review

Medical Notes | Base Team or Specialty Medical Review 23/08/2023 15:29

Team Information

- Visiting Team

Base team or Specialty Review *

Hospital Service

Most Senior Clinician Reviewing

Staff Grade

Bleep or contact No.

Review

Medical Notes | Base Team or Specialty Medical Review 23/08/2023 15:29

Team Information

- Visiting Team

Base team or Specialty Review * Specialty Opinion

Hospital Service Palliative Medicine

Most Senior Clinician Reviewing Liz Windsor

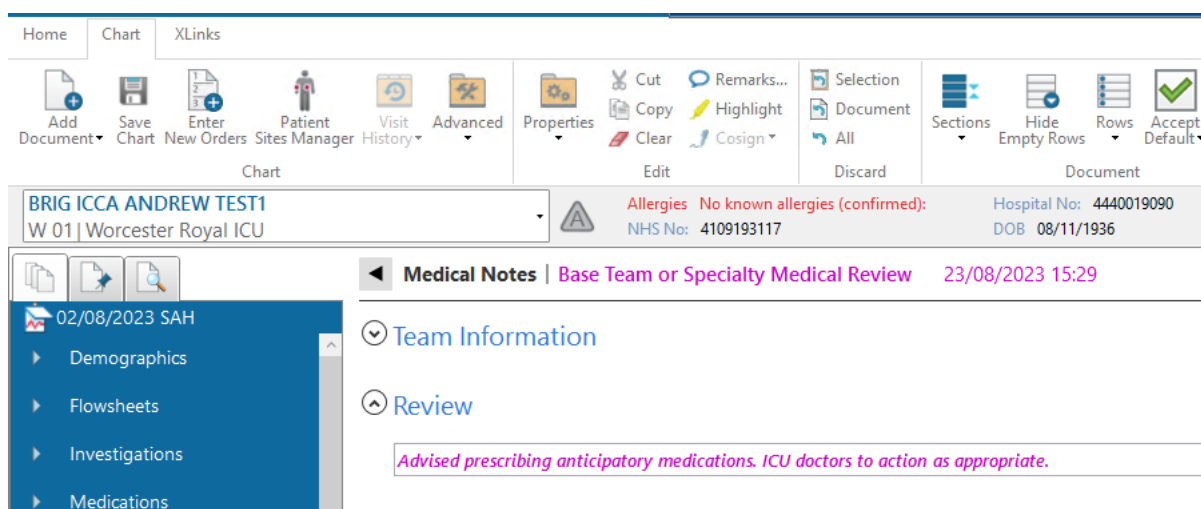
Staff Grade Nurse

Bleep or contact No. 999

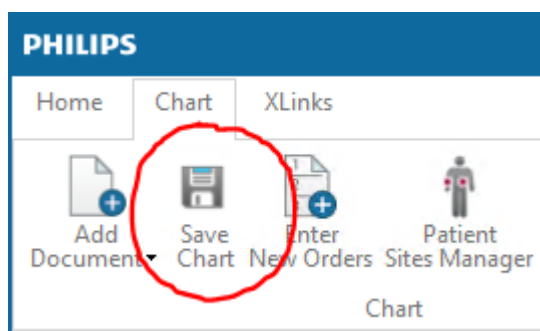
Review

Advised prescribing anticipatory medications. ICU doctors to action as appropriate.

Step 9: The pink / purple colour signifies unsaved data. To save your entry, click out of the boxes until the Save Chart function becomes available (which may look like this)



Step 10: Click on Save Chart and the text will turn black, as it is now saved data in the Medical Notes under today's date.



BRIG ICCA ANDREW TEST1 W 01 Worcester Royal ICU		Allergies No known allergies (confirmed): NHS No: 4109193117	Hospital No: 4440019090 DOB 08/11/1936
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◀ **Medical Notes** | Base Team or Specialty Medical Review 23/08/2023 15:29

02/08/2023 SAH

- ▶ Demographics
- ▶ Flowsheets
- ▶ Investigations
- ▶ Medications
- ▼ Medical Notes
 - 📄 Admission Document (Me...
 - 📄 Procedure List

23/08/2023

- 📄 **Base Team or Specialty...**

16/08/2023

- 📄 Daily Ward Round (Medic...

⤴ Team Information

+ Visiting Team

Palliative Medicine (Specialty Opinion)
 Senior Clinician: Liz Windsor Nurse
 contact: 999

⤴ Review

Advised prescribing anticipatory medications. ICU doctors to action as appropriate.