CPSI Chartlink– Computerized Physician Order Entry

Hospital Wide Training – Order Verification for Nurses

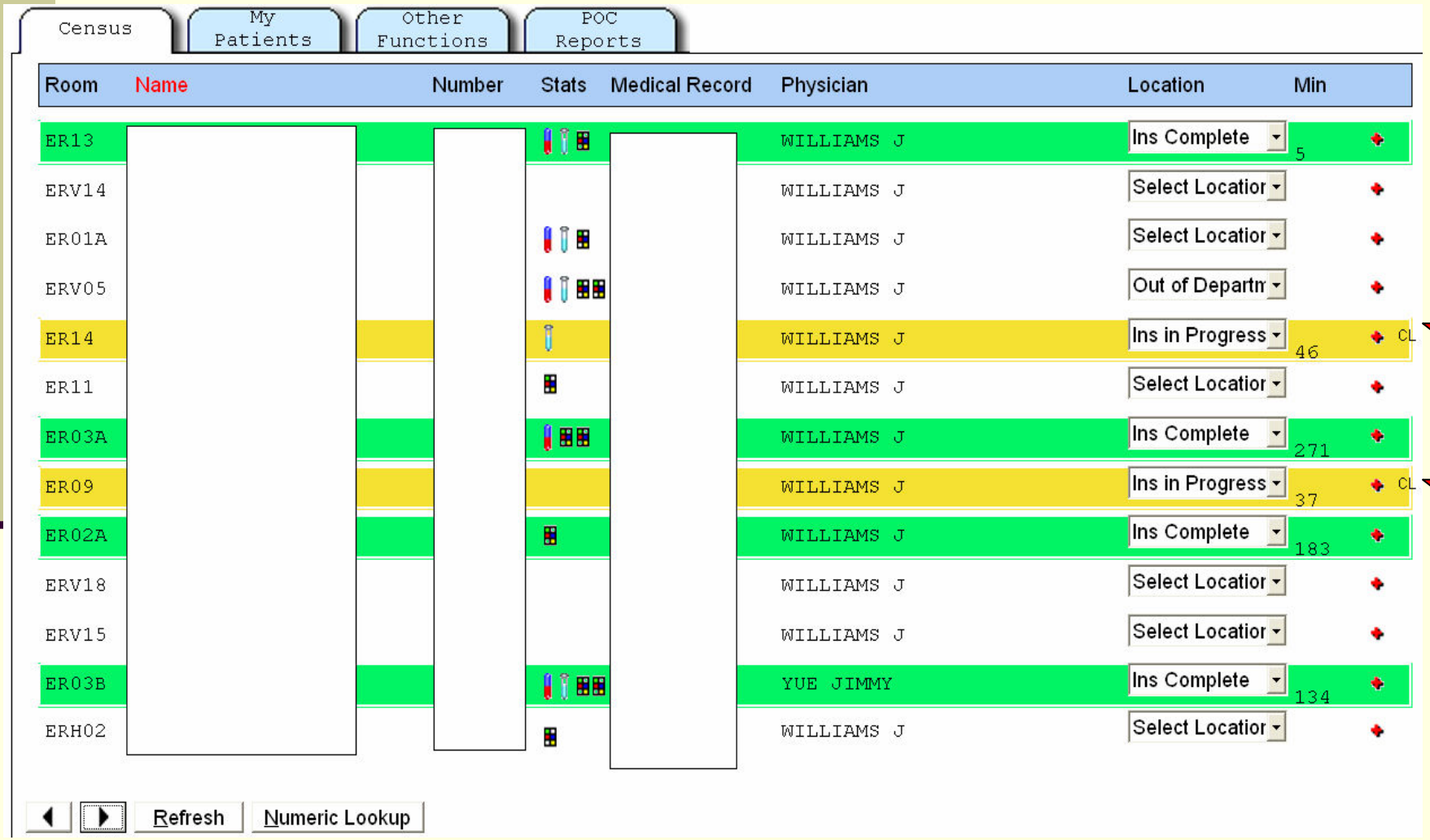
V4 Revised 04/9/14

Kokie/Nyna x2404 CPSI Clinical Issue

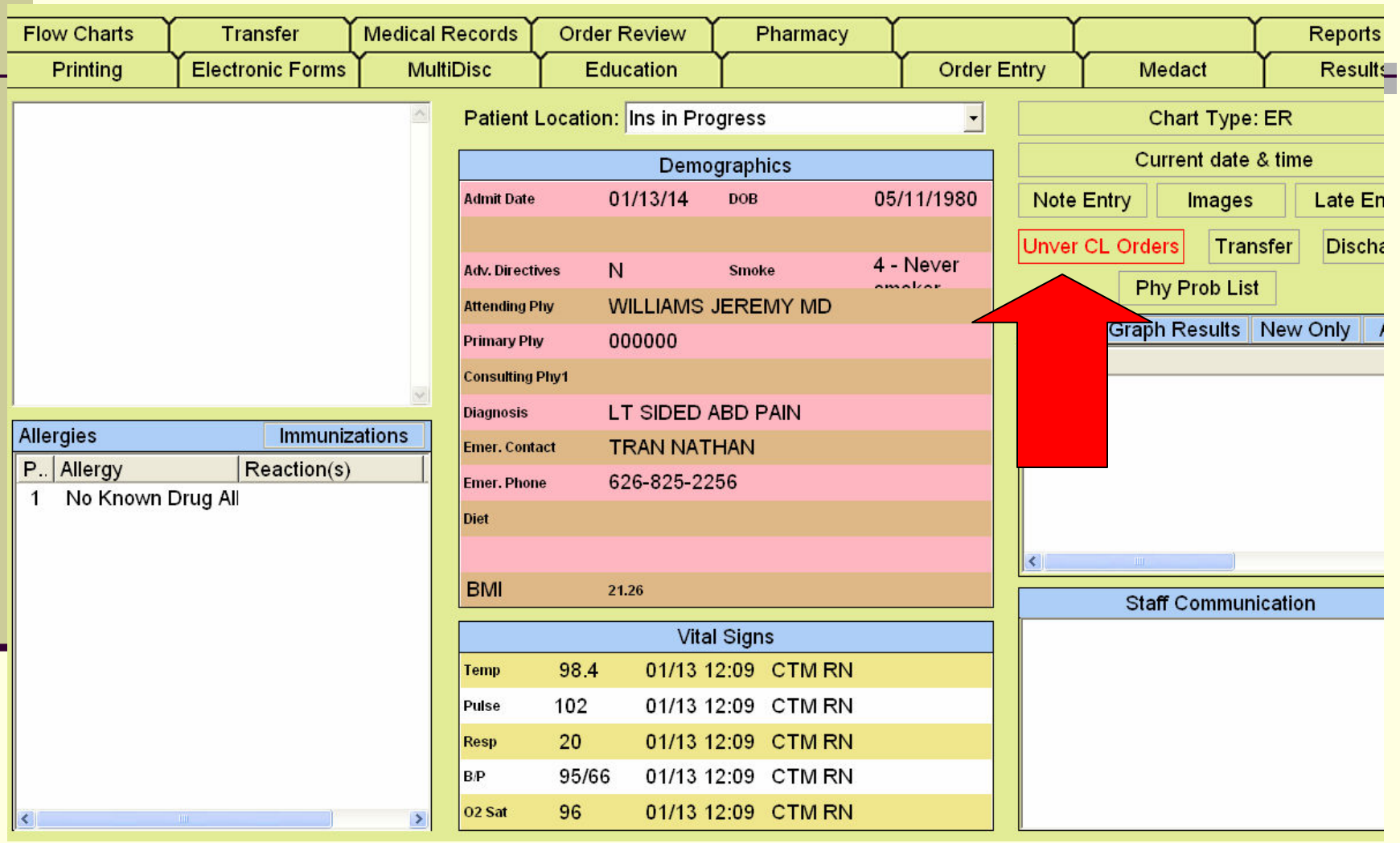
IS dept x2197 Access/CPSI Technical issues

How to view orders?

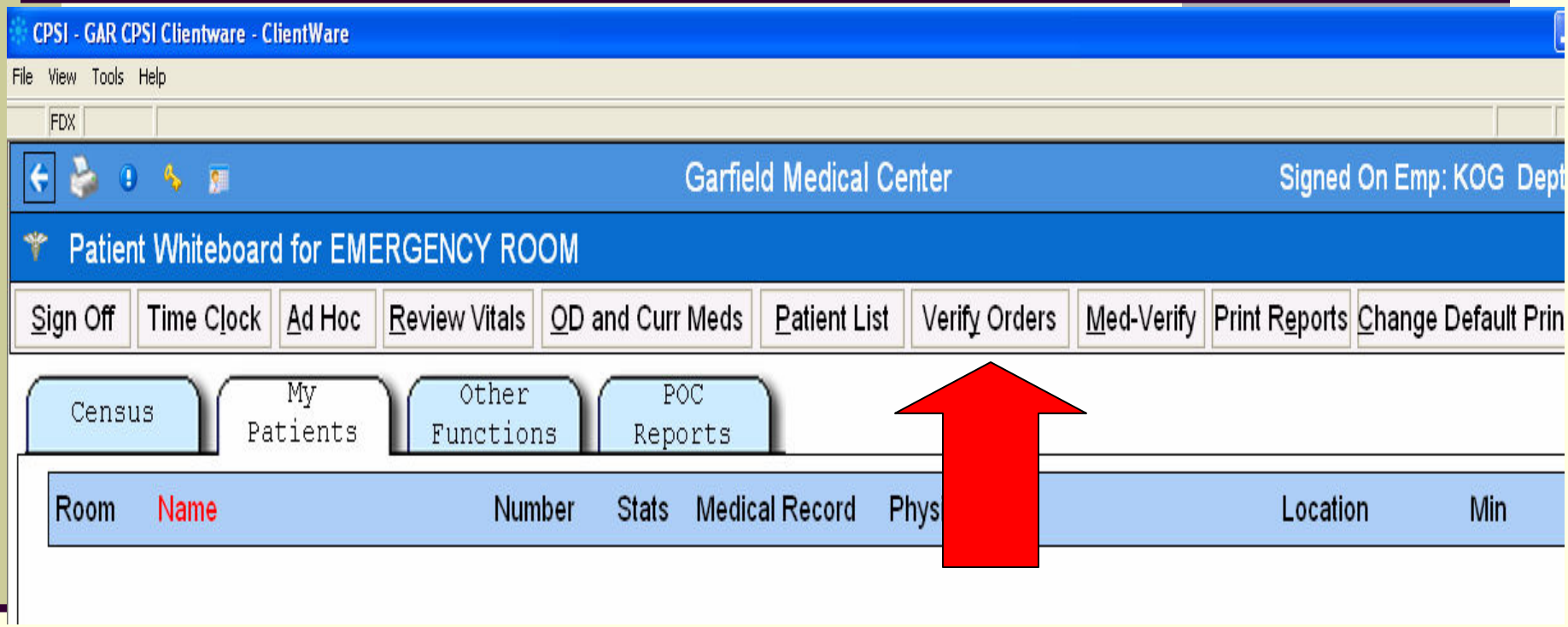
- 1. White Board “CL”

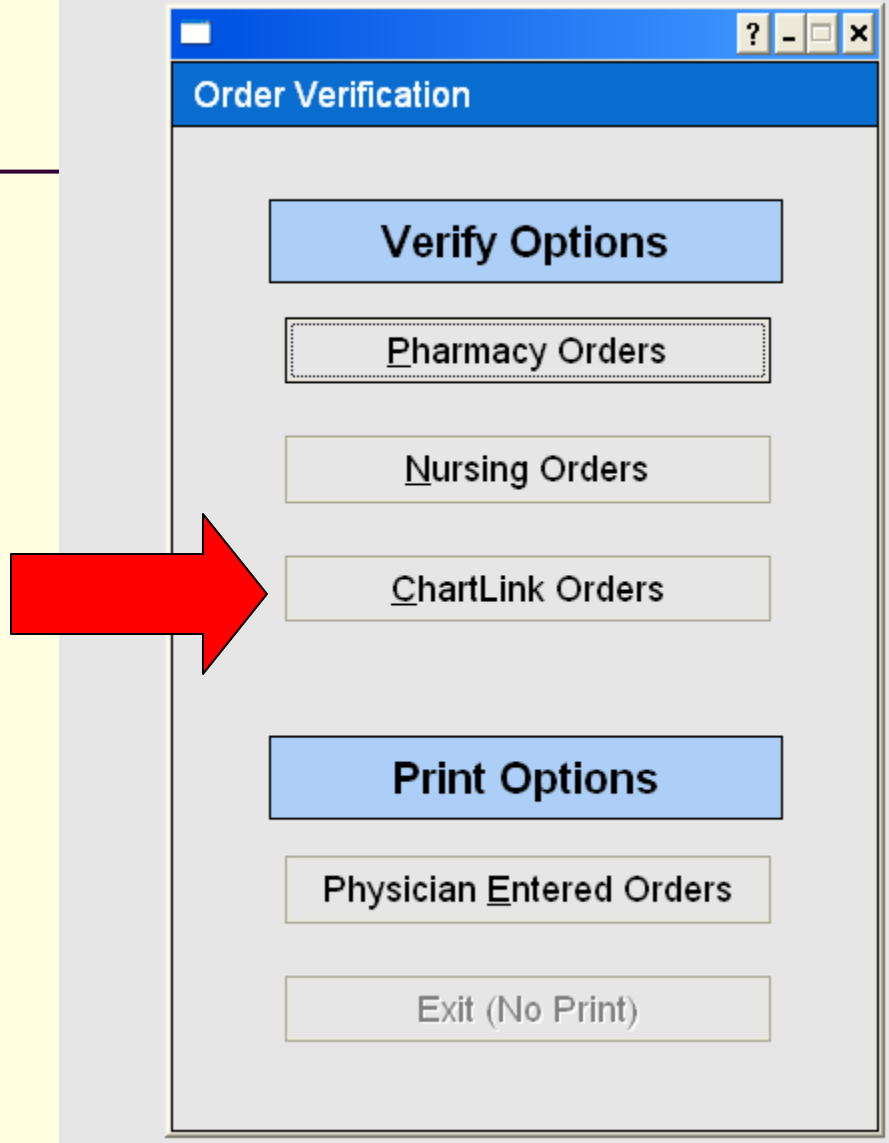


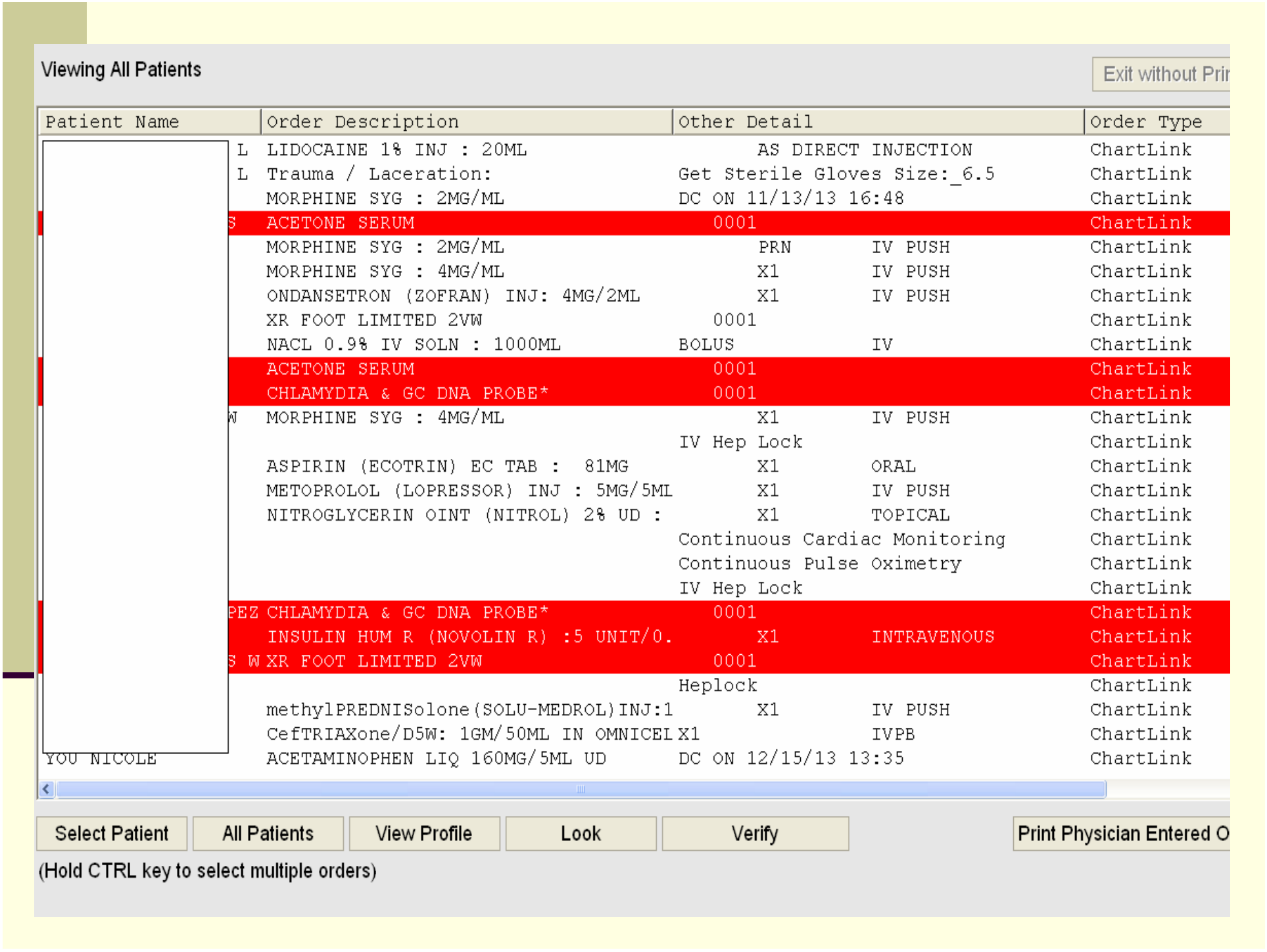
2. Inside Patient's Chart



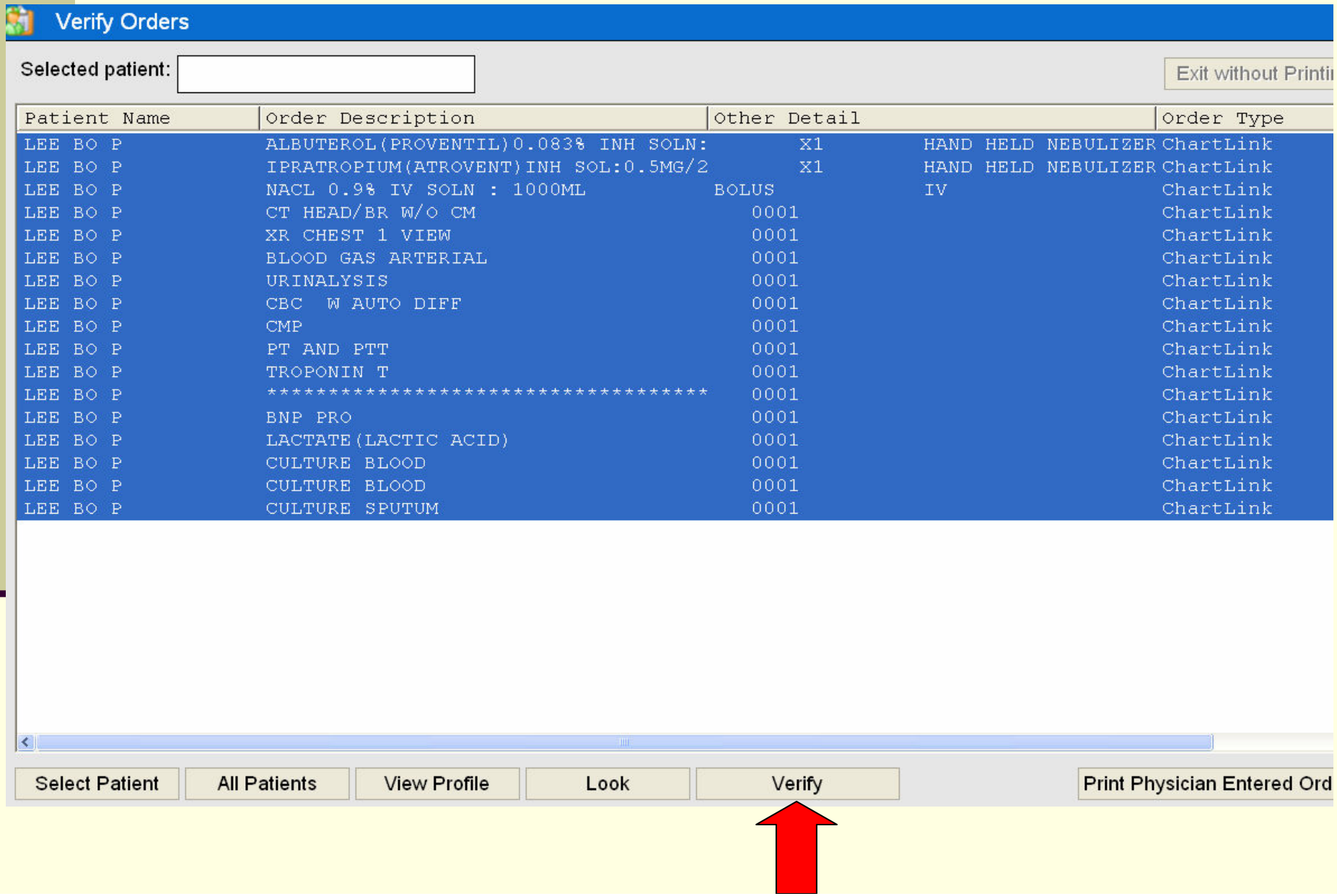
3.Verify orders > Chartlink Orders



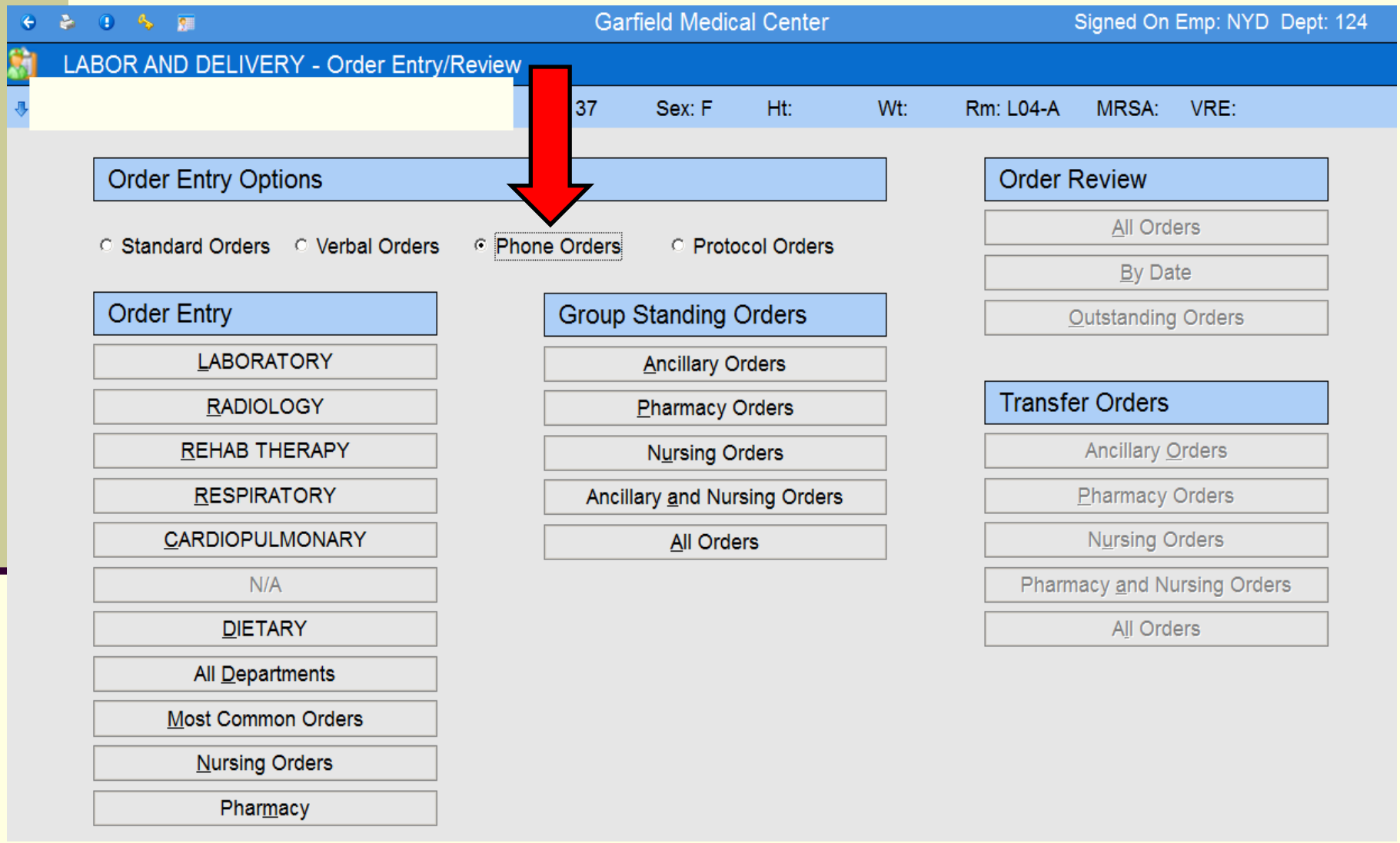

Order Verification
Verify Options
Pharmacy Orders
Nursing Orders
ChartLink Orders
Print Options
Physician Entered Orders
Exit (No Print)

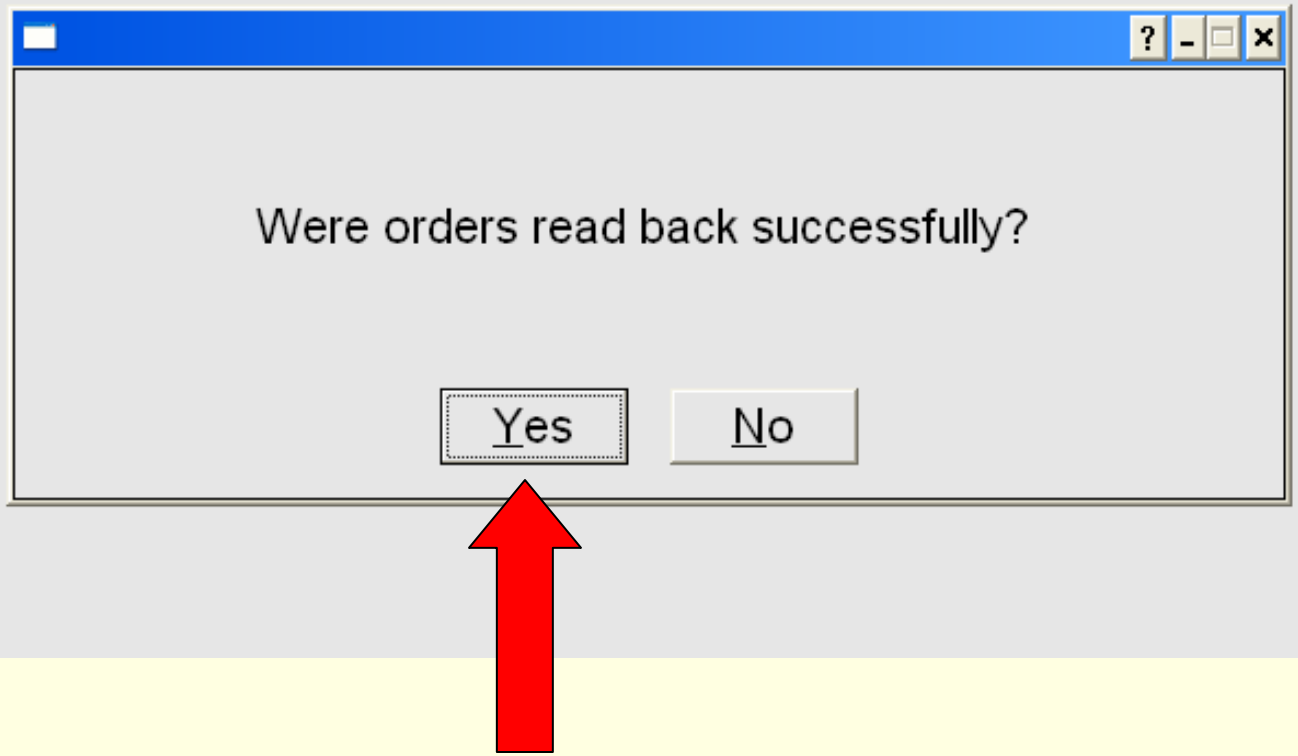

Viewing All Patients
Exit without Prin
Patient Name
Order Description
Other Detail
Order Type
L LIDOCAINE 1% INJ : 20ML AS DIRECT INJECTION ChartLink
L Trauma / Laceration: Get Sterile Gloves Size: 6.5 ChartLink
MORPHINE SYG : 2MG/ML DC ON 11/13/13 16:48 ChartLink
S ACETONE SERUM 0001 ChartLink
MORPHINE SYG : 2MG/ML PRN IV PUSH ChartLink
MORPHINE SYG : 4MG/ML X1 IV PUSH ChartLink
ONDANSETRON (ZOFRAN) INJ: 4MG/2ML X1 IV PUSH ChartLink
XR FOOT LIMITED 2VW 0001 ChartLink
NACL 0.9% IV SOLN : 1000ML BOLUS IV ChartLink
ACETONE SERUM 0001 ChartLink
CHLAMYDIA & GC DNA PROBE* 0001 ChartLink
W MORPHINE SYG : 4MG/ML X1 IV PUSH ChartLink
IV Hep Lock ChartLink
ASPIRIN (ECOTRIN) EC TAB : 81MG X1 ORAL ChartLink
METOPROLOL (LOPRESSOR) INJ : 5MG/5ML X1 IV PUSH ChartLink
NITROGLYCERIN OINT (NITROL) 2% UD : X1 TOPICAL ChartLink
Continuous Cardiac Monitoring ChartLink
Continuous Pulse Oximetry ChartLink
IV Hep Lock ChartLink
PEZ CHLAMYDIA & GC DNA PROBE* 0001 ChartLink
INSULIN HUM R (NOVOLIN R) :5 UNIT/0. X1 INTRAVENOUS ChartLink
S W XR FOOT LIMITED 2VW 0001 ChartLink
Heplock ChartLink
methylPREDNISolone(SOLU-MEDROL)INJ:1 X1 IV PUSH ChartLink
CefTRIAXone/D5W: 1GM/50ML IN OMNICEL X1 IVPB ChartLink
YOU NICOLE ACETAMINOPHEN LIQ 160MG/5ML UD DC ON 12/15/13 13:35 ChartLink
Select Patient
All Patients
View Profile
Look
Verify
Print Physician Entered O
(Hold CTRL key to select multiple orders)

How to verify orders:



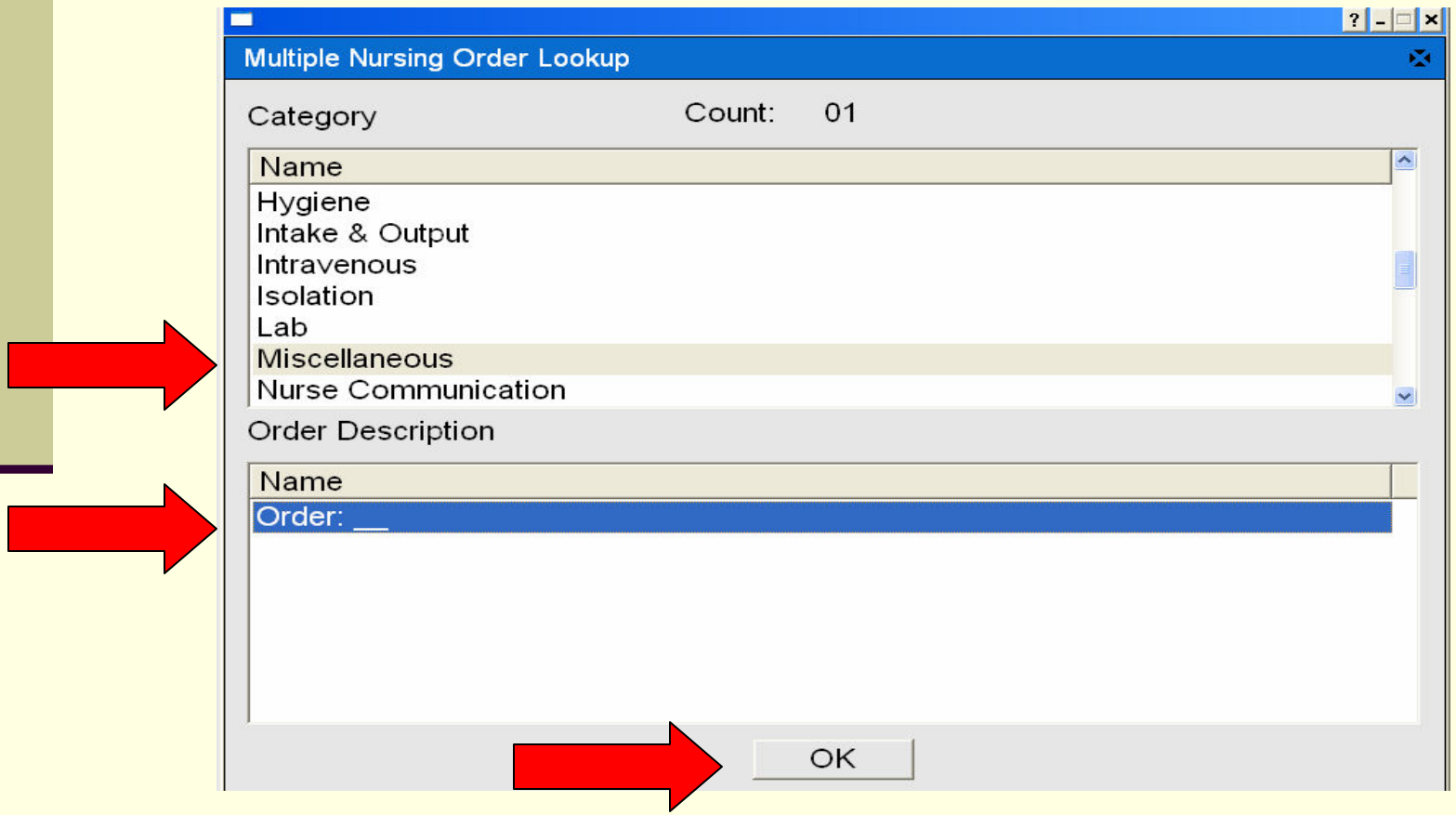
How to enter phone orders (Order Entry):



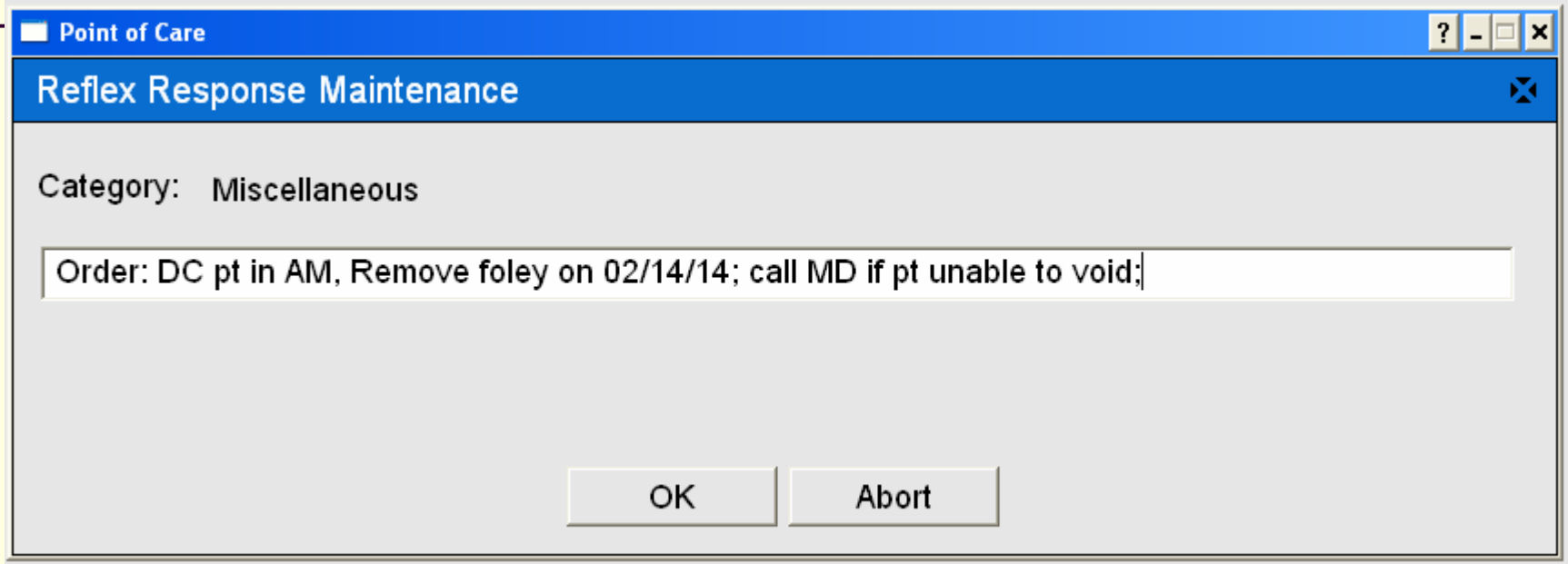

Were orders read back successfully?
Yes
No

How to enter a nursing order :

- Click on Order Entry > Verbal/Phone> Nursing Order > Select a category > Click OK



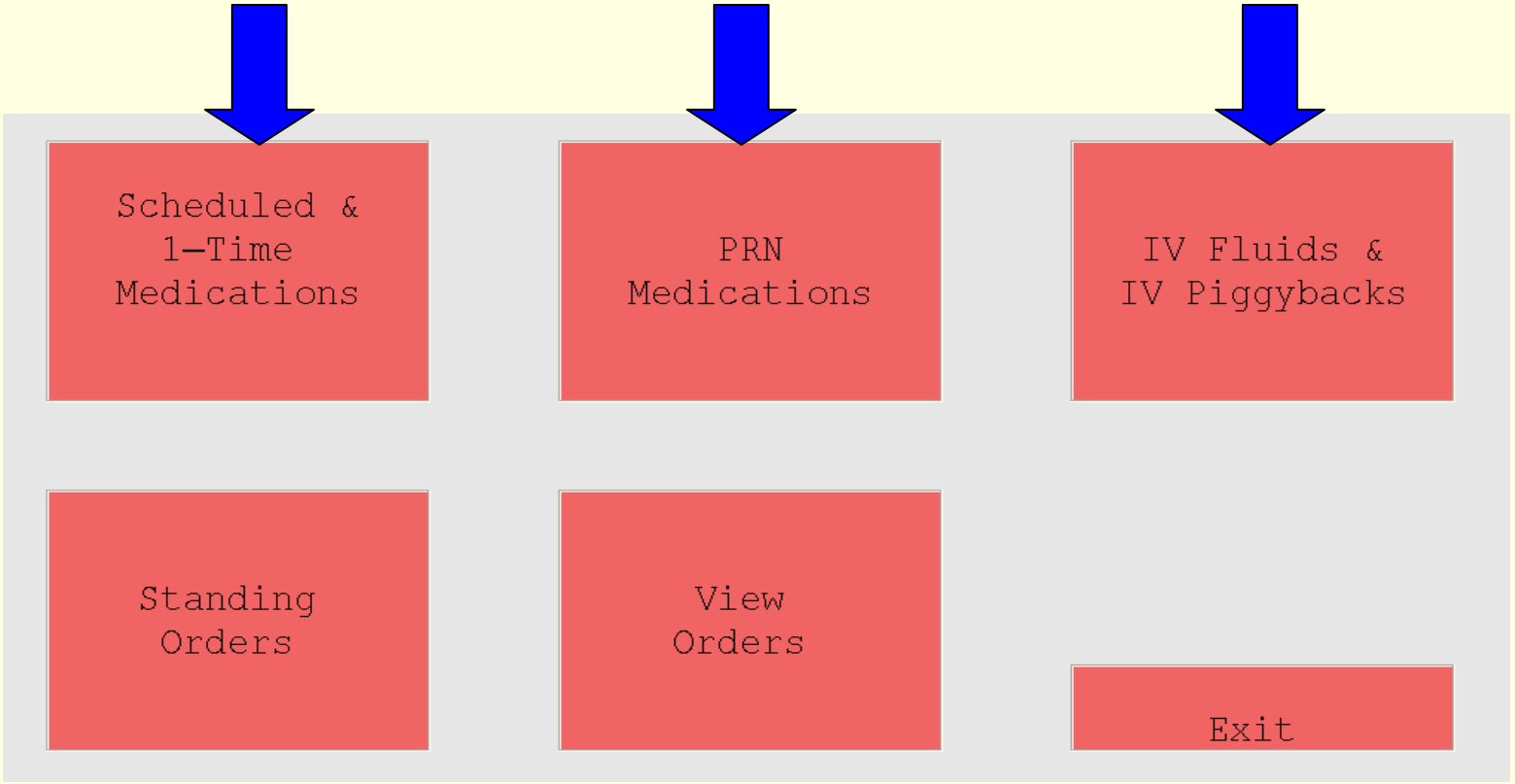
Enter Nursing Order:



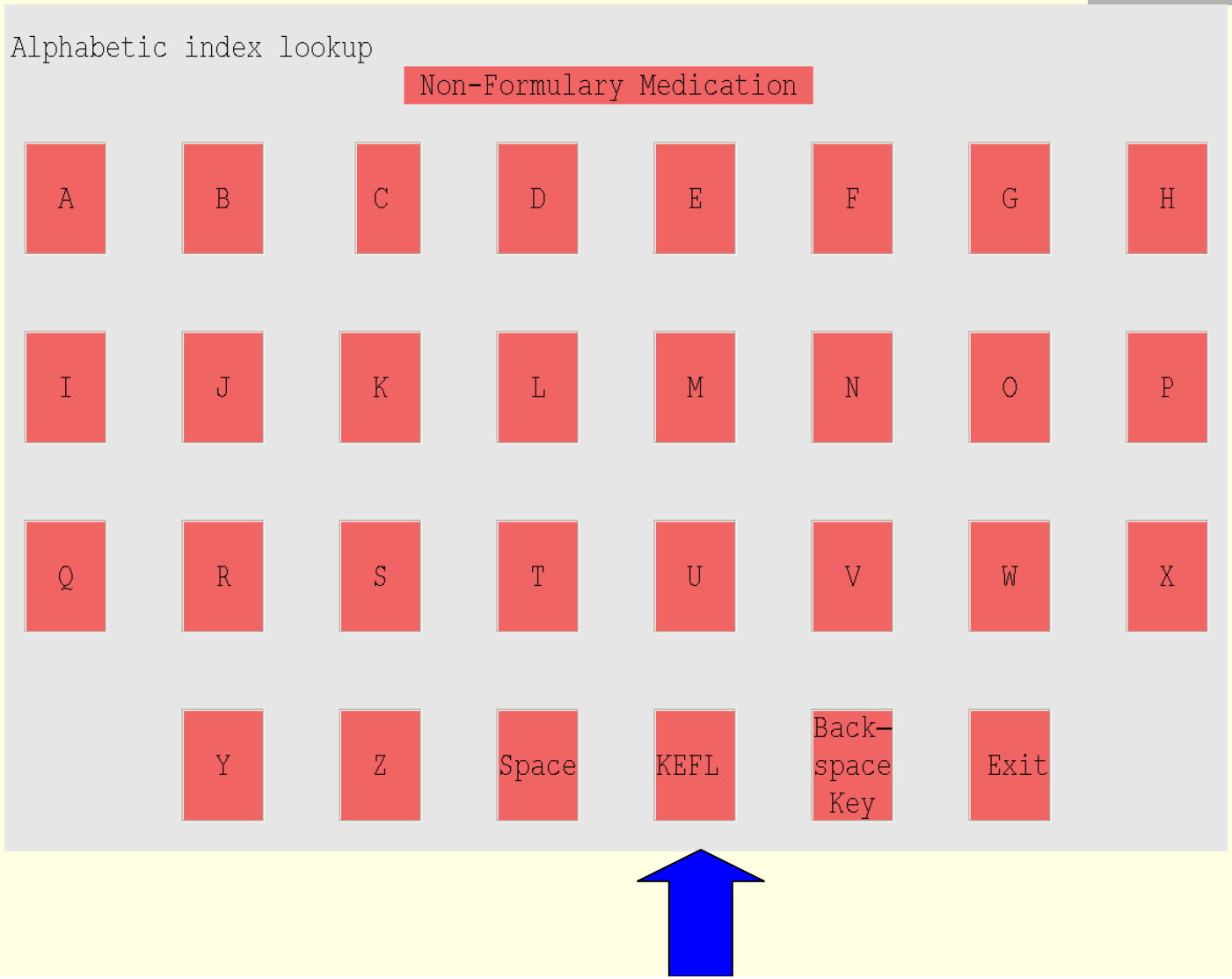
** After clicking ok > Select correct MD who gave verbal / phone order

How to enter Medications:

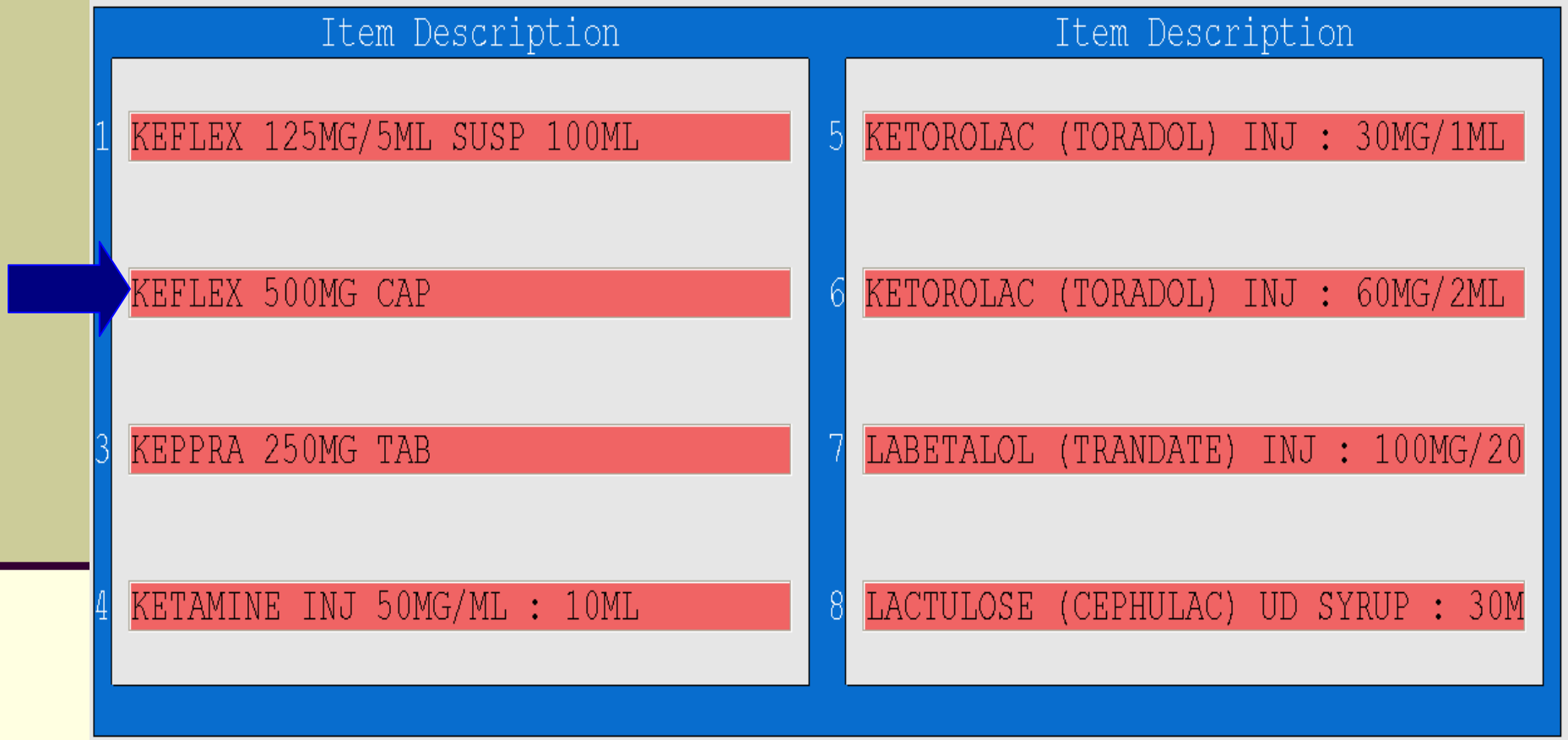
- Click on Order Entry > Pharmacy > Select Type of Order

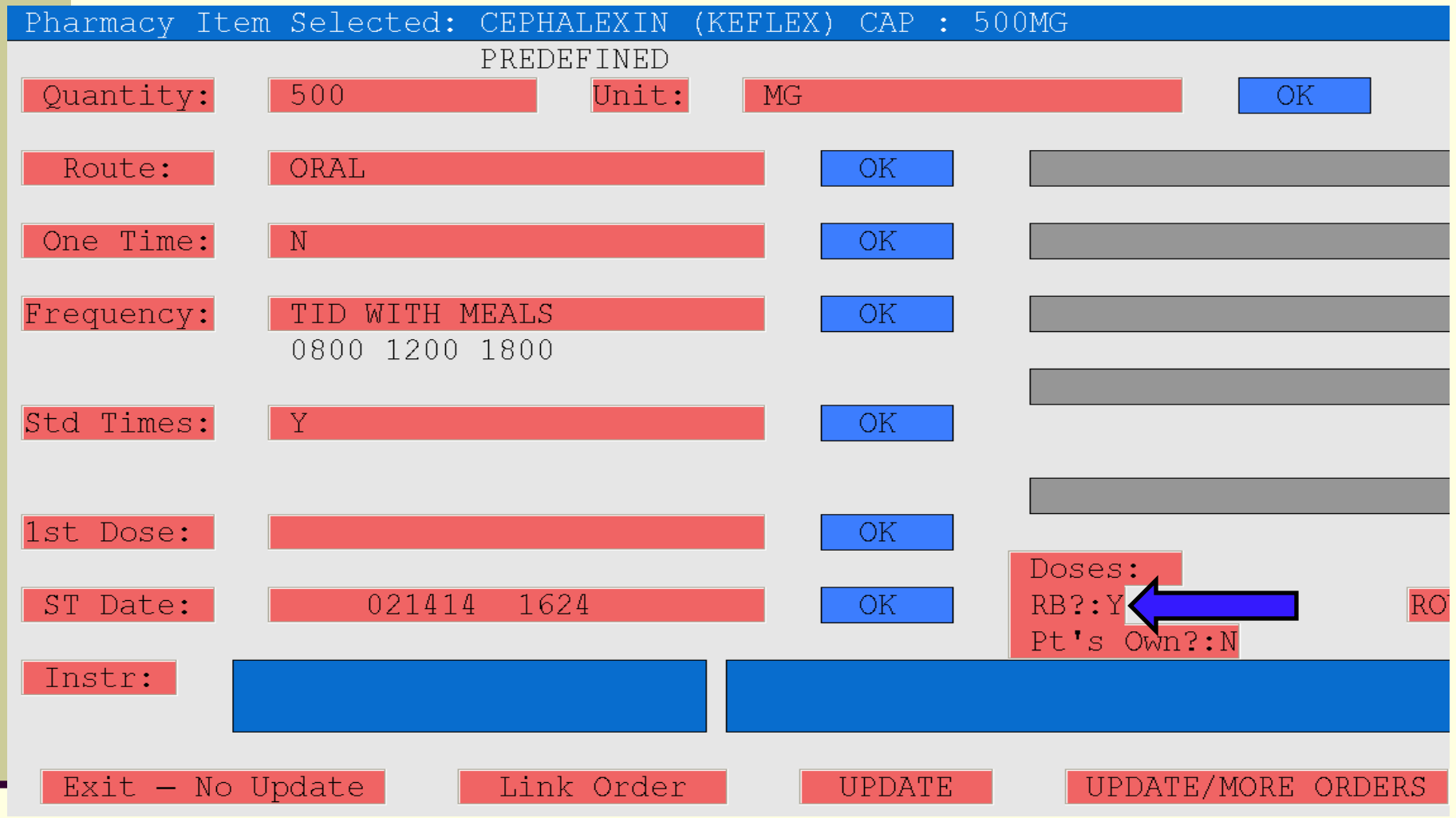


Type 1st few letters of the drug: Example “Keflex” in the alpha look-up



Select Correct Name and Dose of Drug





- Review meds thoroughly by clicking on “OK” on every field and mark RB (Readback) = Y (Yes)
- Click “Update” or “Update/More Orders”

Reminders for Order Entry:

- ** Must follow CPSI approved Frequency
- *Use all CAPS and no space*
- Table: Example:

YES = PRN Q6H

Not accepted in CPSI = AS NEEDED EVERY 6 HOURS , prn q 6 hrs, prn q 6hours

YES = TID

Not accepted in CPSI = Three times a day

How to review orders:

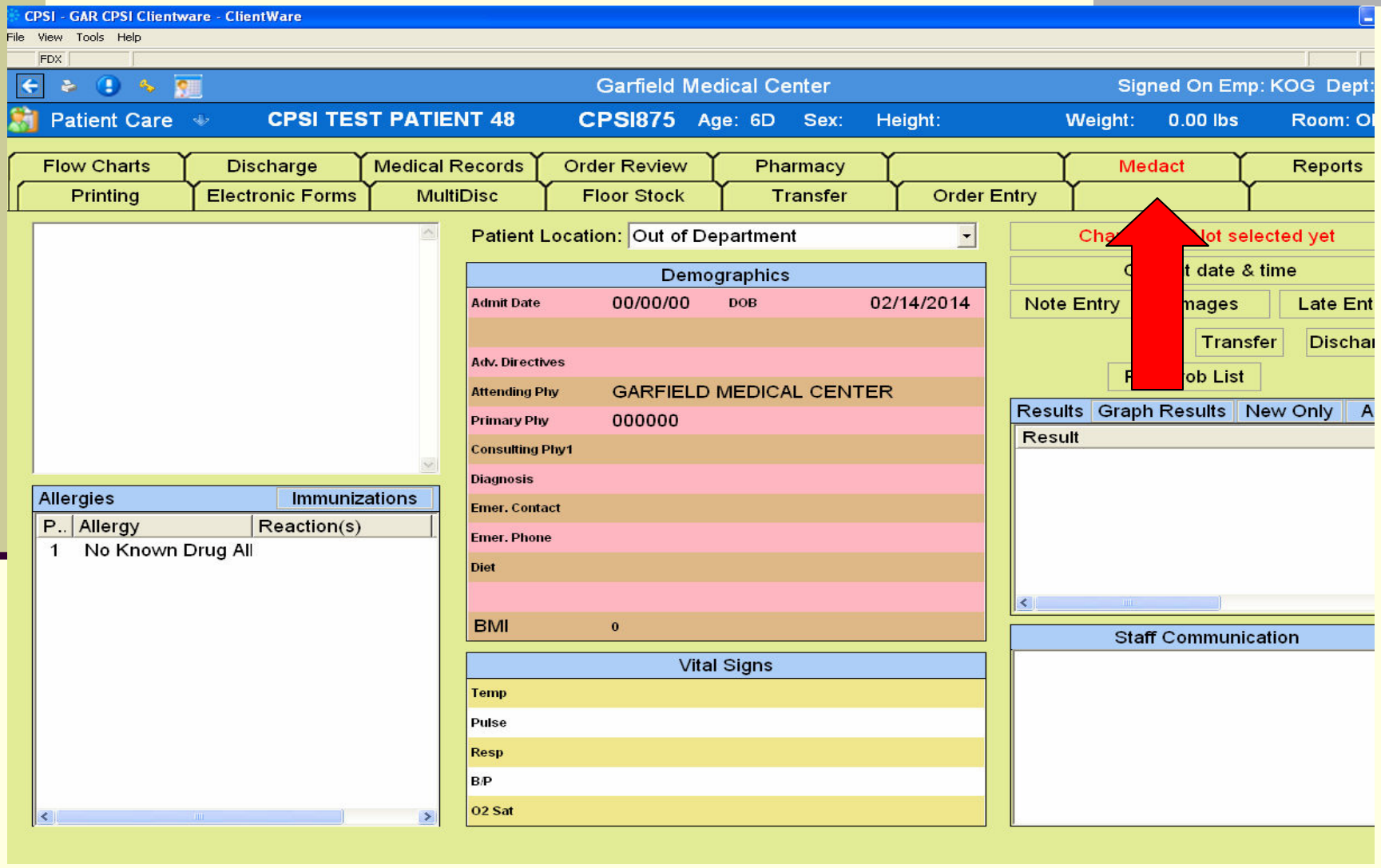
- 1. Reports > Patient Progress Notes
- 2. Reports> Physician Order Report

- *** Complex medication orders given as verbal or phone order will be *written on paper* and faxed to Pharmacy for entry.

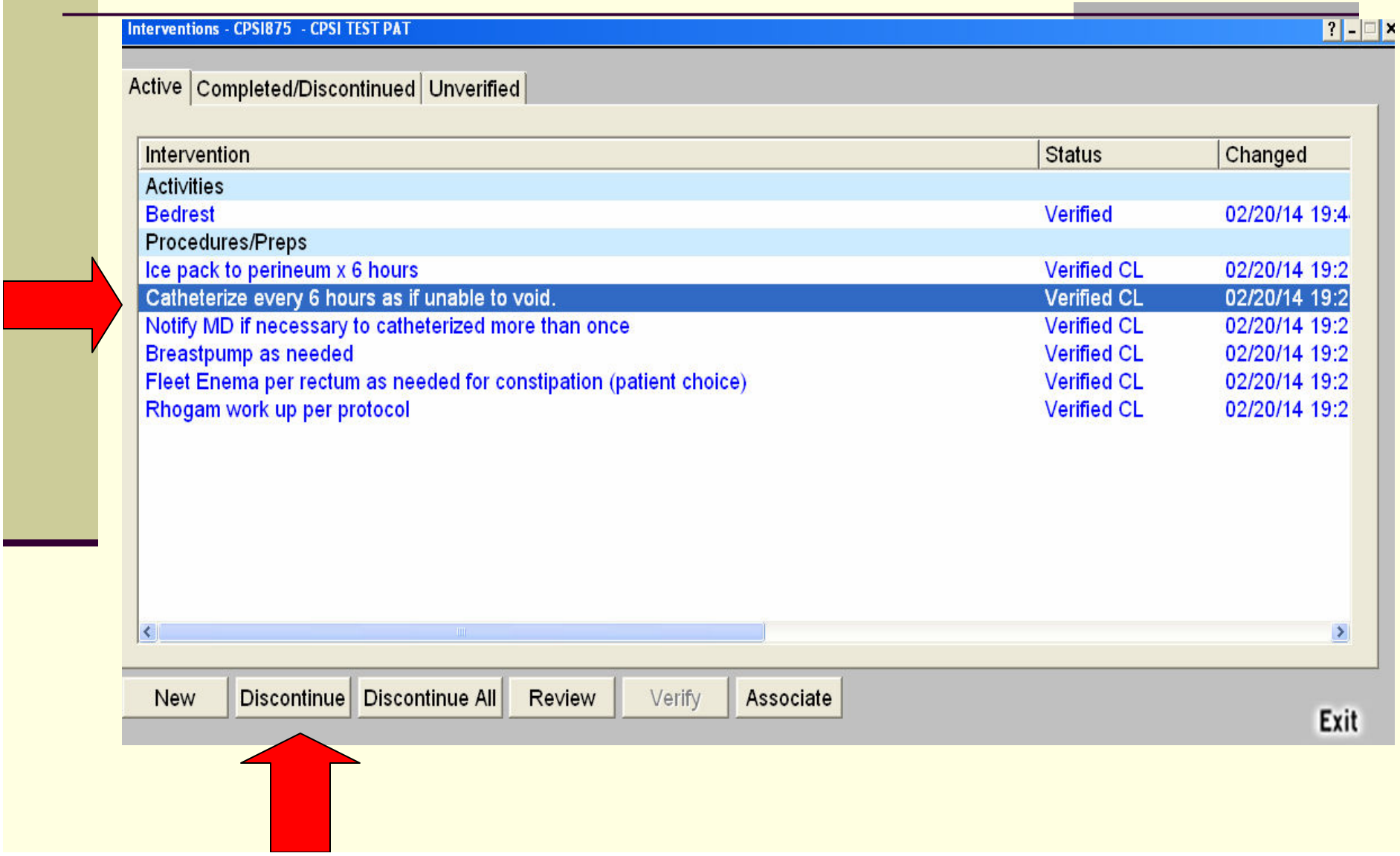
  Example: TPN ORDERS, NICU Complex IV Solutions, accucheck/sliding scales

How to perform/complete/cancel Nursing Orders:

Go to MEDACT (Electronic Kardex)



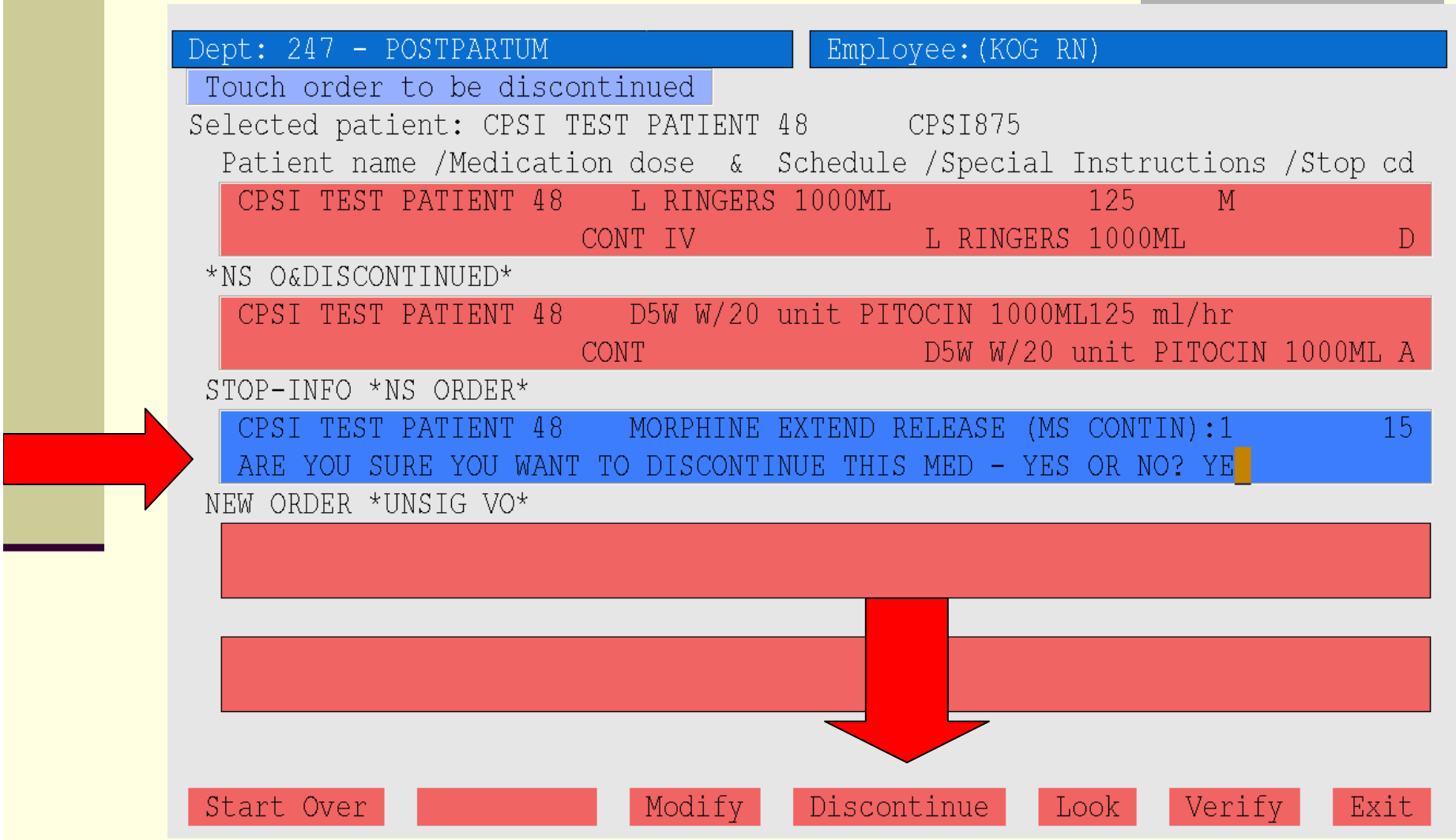
Highlight order to be discontinued> Click Discontinue



How to cancel incorrect medication order:

Pharmacy > Verify Orders>Click on order to be dc'd >

Click on Discontinue > type "YES"



How to D/C medication order by VO/PO:

Order entry>order entry>click VO/PO>pharmacy>view orders>click on Order to be dc'd>click discontinue>Enter date> RB?:Y>Update (medications must be verified 1st before Discontinuing it!!!)

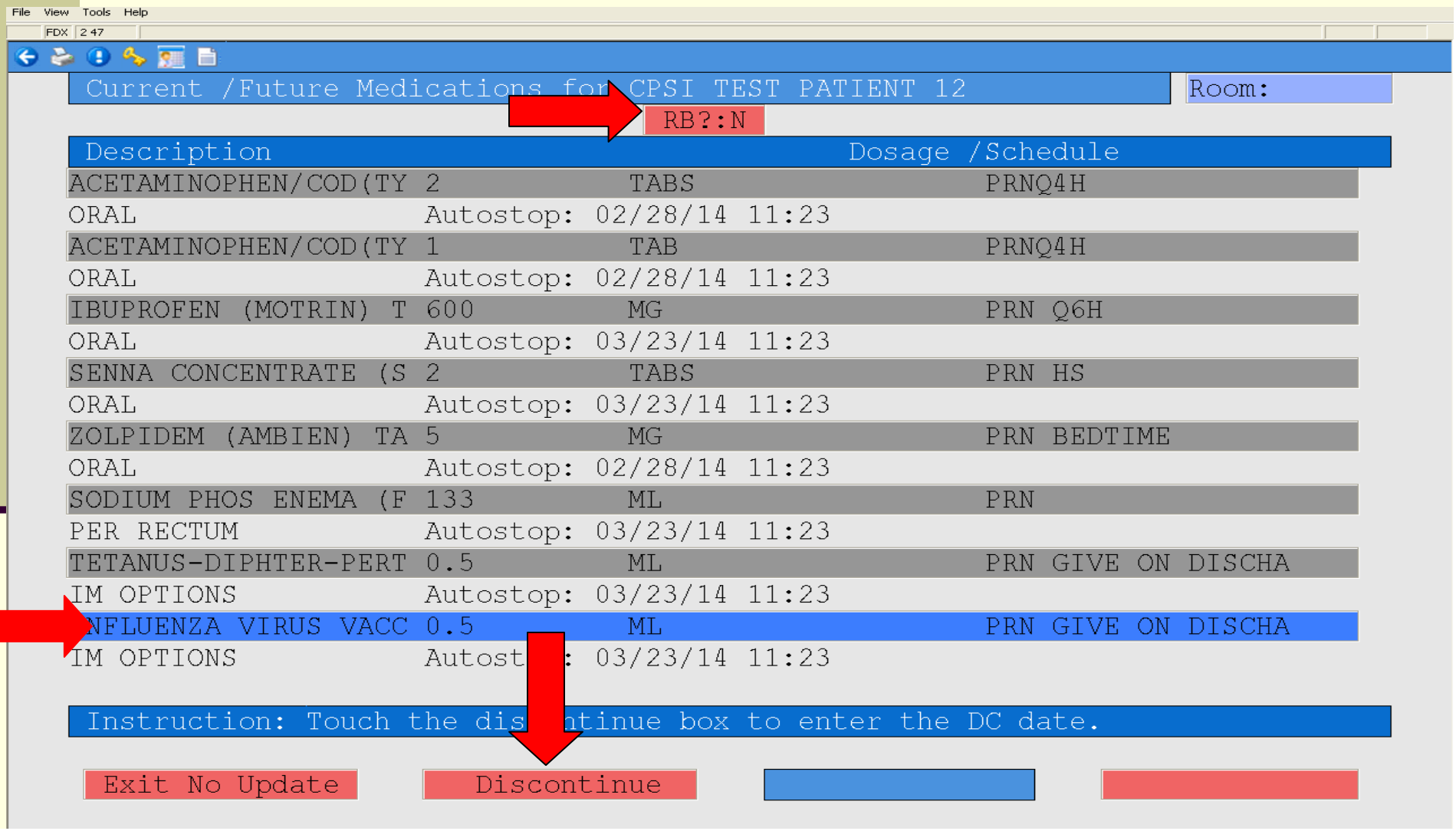
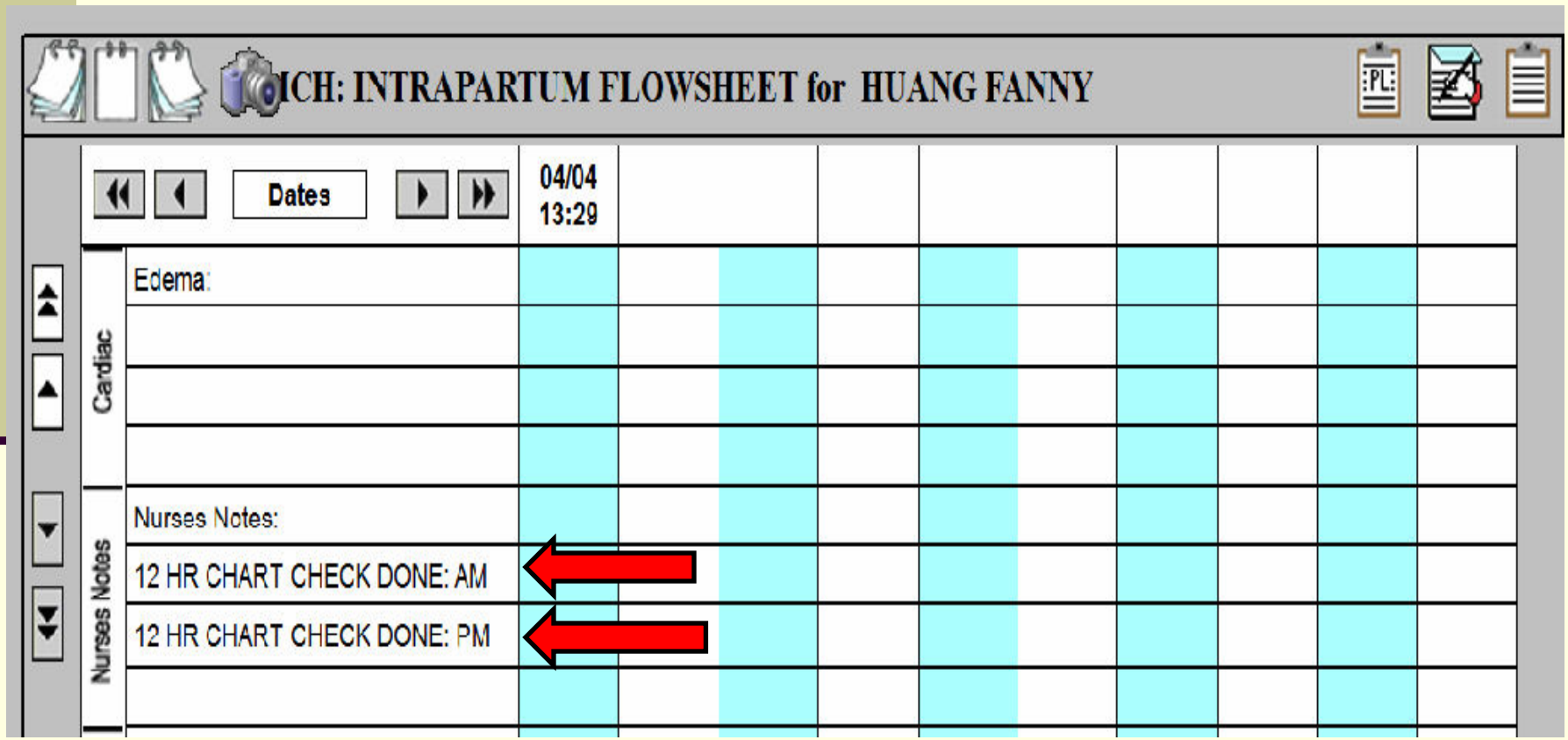
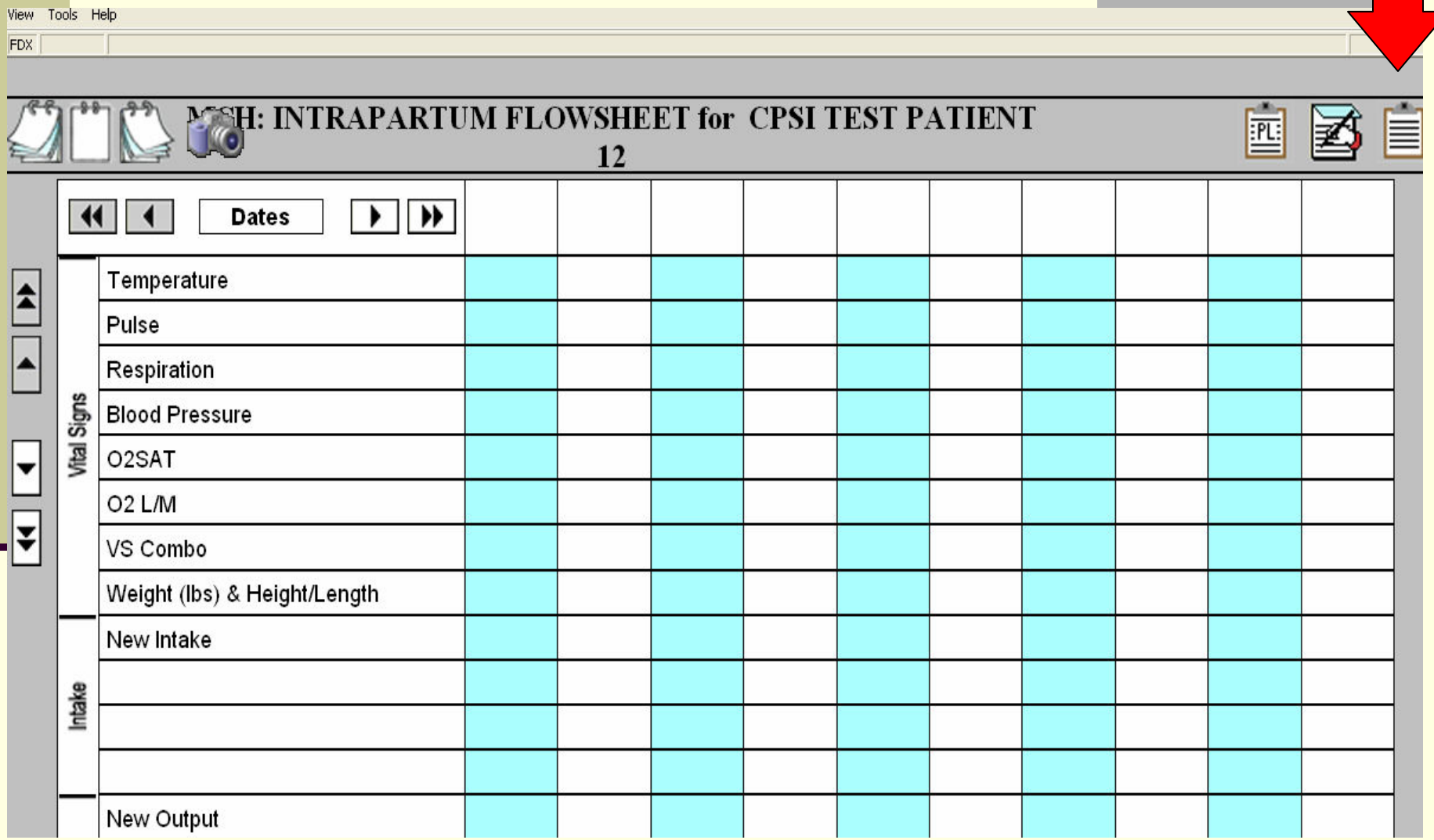


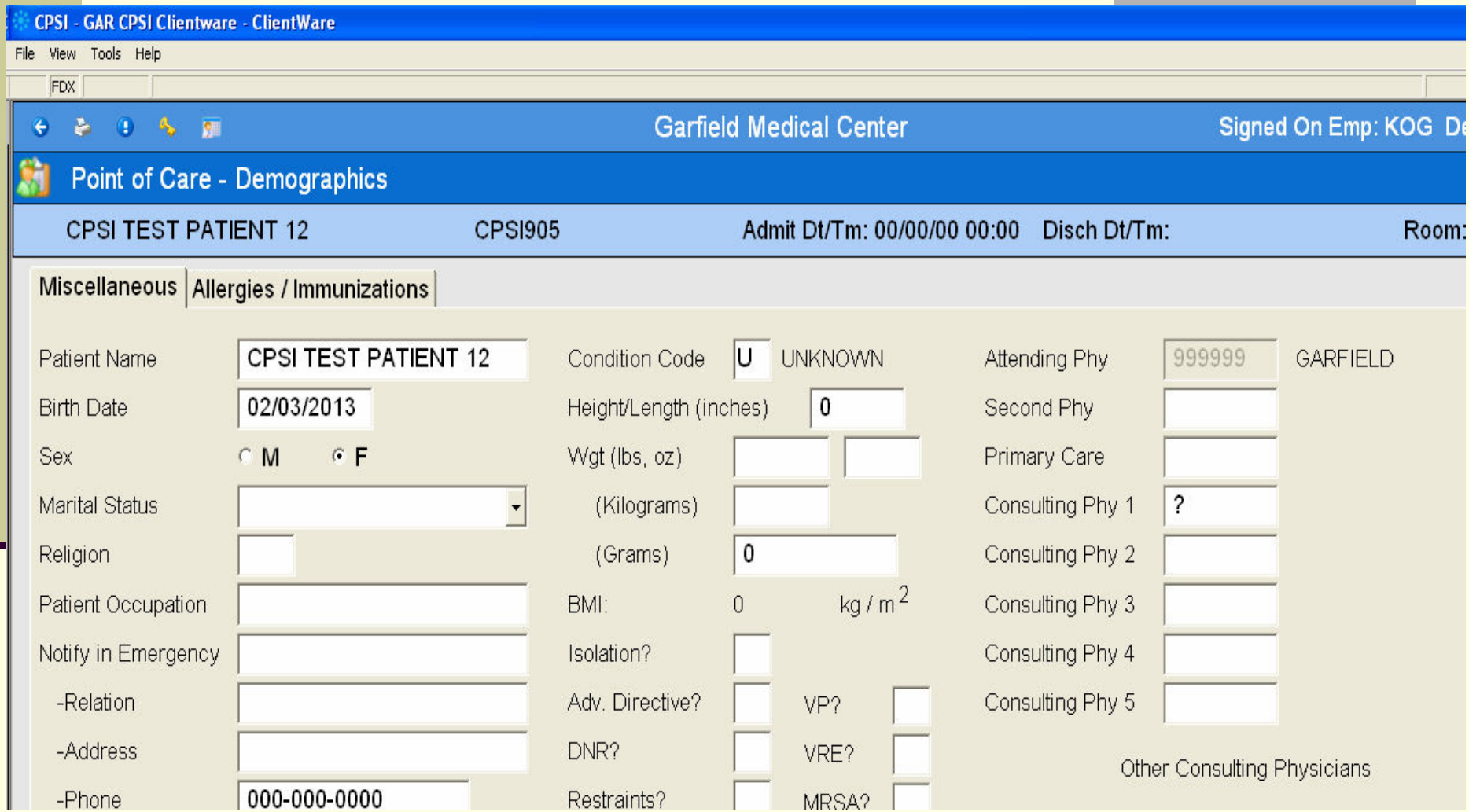
Chart check documentation under flowchart. Done twice per shift at beginning and end.



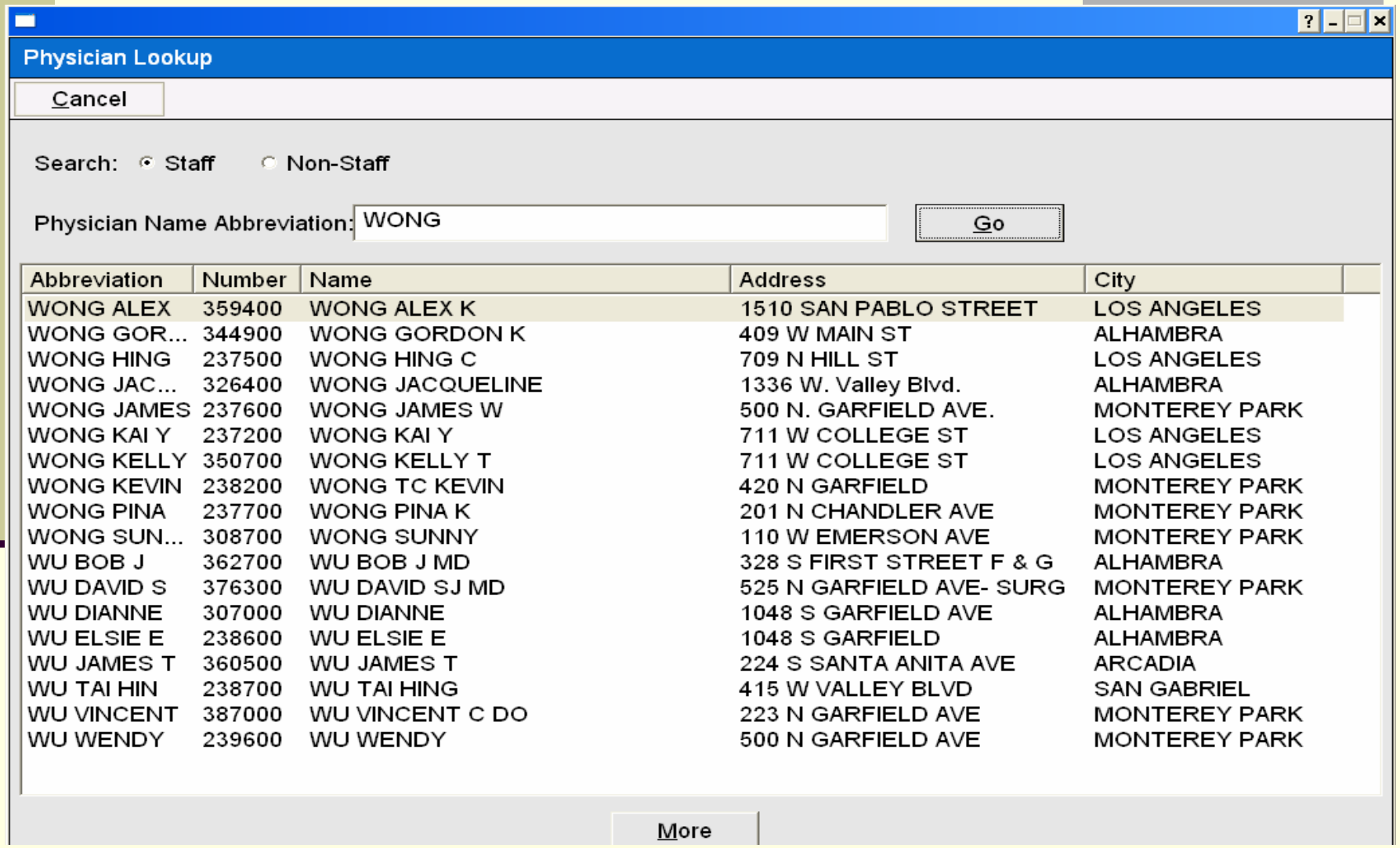
How to add consultants:
Open any flowchart>clipboard



Consulting Physician > Type "?"



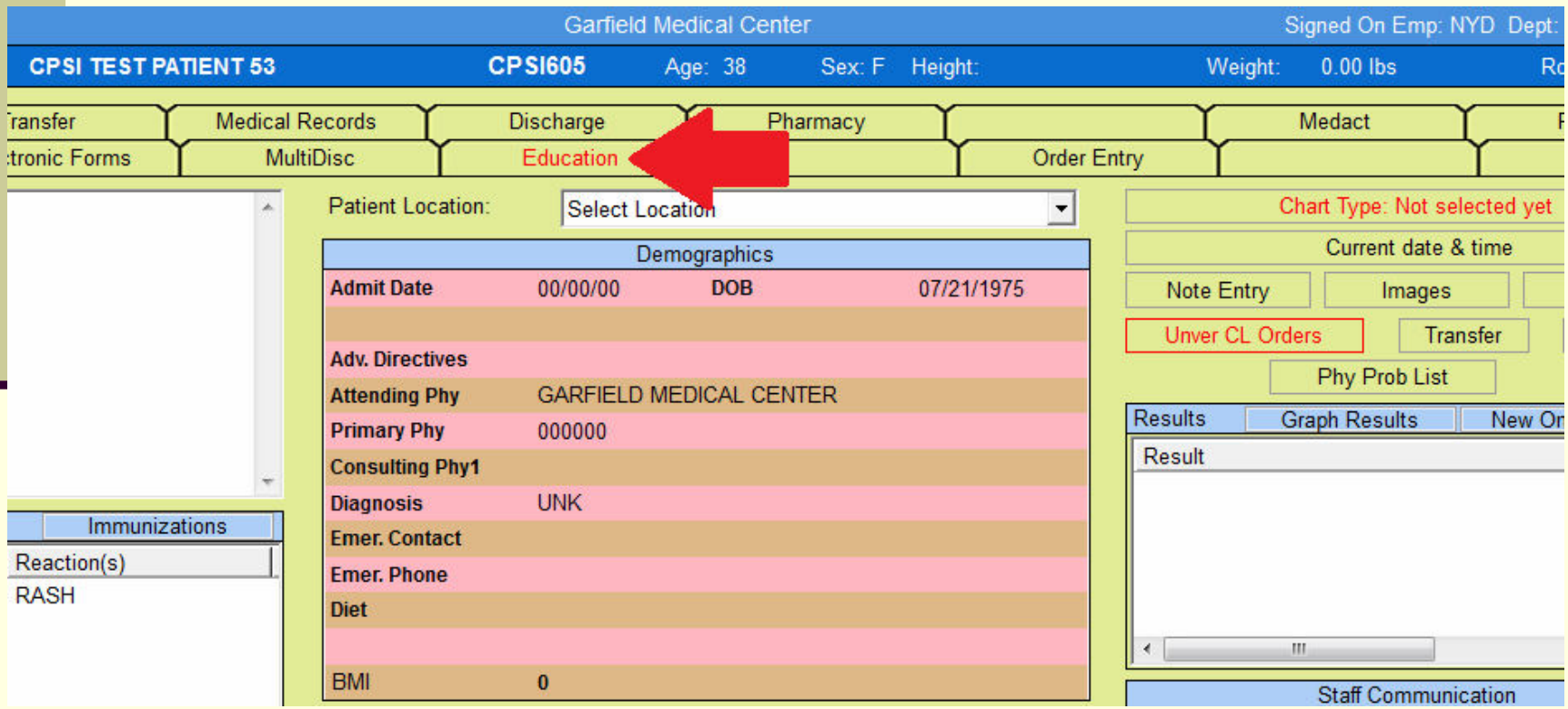
Type Last Name of MD (all CAPS) Double click



Abbreviation	Number	Name	Address	City
WONG ALEX	359400	WONG ALEX K	1510 SAN PABLO STREET	LOS ANGELES
WONG GOR...	344900	WONG GORDON K	409 W MAIN ST	ALHAMBRA
WONG HING	237500	WONG HING C	709 N HILL ST	LOS ANGELES
WONG JAC...	326400	WONG JACQUELINE	1336 W. Valley Blvd.	ALHAMBRA
WONG JAMES	237600	WONG JAMES W	500 N. GARFIELD AVE.	MONTEREY PARK
WONG KAI Y	237200	WONG KAI Y	711 W COLLEGE ST	LOS ANGELES
WONG KELLY	350700	WONG KELLY T	711 W COLLEGE ST	LOS ANGELES
WONG KEVIN	238200	WONG TC KEVIN	420 N GARFIELD	MONTEREY PARK
WONG PINA	237700	WONG PINA K	201 N CHANDLER AVE	MONTEREY PARK
WONG SUN...	308700	WONG SUNNY	110 W EMERSON AVE	MONTEREY PARK
WU BOB J	362700	WU BOB J MD	328 S FIRST STREET F & G	ALHAMBRA
WU DAVID S	376300	WU DAVID SJ MD	525 N GARFIELD AVE- SURG	MONTEREY PARK
WU DIANNE	307000	WU DIANNE	1048 S GARFIELD AVE	ALHAMBRA
WU ELSIE E	238600	WU ELSIE E	1048 S GARFIELD	ALHAMBRA
WU JAMES T	360500	WU JAMES T	224 S SANTA ANITA AVE	ARCADIA
WU TAI HIN	238700	WU TAI HING	415 W VALLEY BLVD	SAN GABRIEL
WU VINCENT	387000	WU VINCENT C DO	223 N GARFIELD AVE	MONTEREY PARK
WU WENDY	239600	WU WENDY	500 N GARFIELD AVE	MONTEREY PARK

Patient Education Handout-Meaningful use

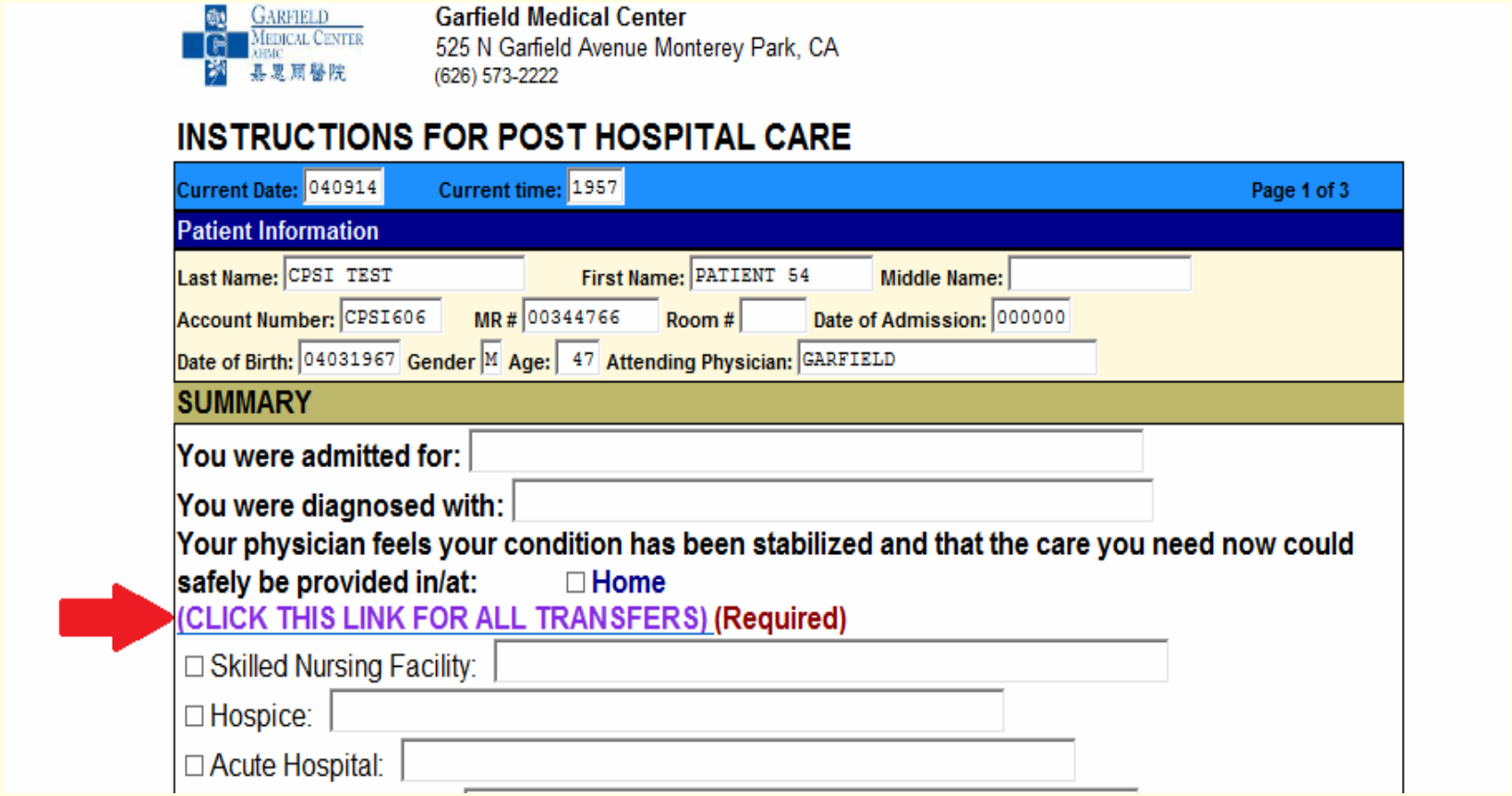
- -All first dose medication print and educate patient.
- -EDUCATION tab>pt education document>pt drug information



Medication Reconciliation

- -MDs will start doing this through chartlink
- -Done on admission
- -Done on discharge
- -***Nurses need to associate medications!!!***
- -Nurses should not need to print out med-rec report, unless MD gives a phone order.

For all transfer: answer field on next screen



Garfield Medical Center
525 N Garfield Avenue Monterey Park, CA
(626) 573-2222

INSTRUCTIONS FOR POST HOSPITAL CARE

Current Date: 040914 Current time: 1957 Page 1 of 3

Patient Information

Last Name: CPSI TEST First Name: PATIENT 54 Middle Name:

Account Number: CPSI606 MR # 00344766 Room # Date of Admission: 000000

Date of Birth: 04031967 Gender M Age: 47 Attending Physician: GARFIELD

SUMMARY

You were admitted for:

You were diagnosed with:

Your physician feels your condition has been stabilized and that the care you need now could safely be provided in/at: ☐ Home

(CLICK THIS LINK FOR ALL TRANSFERS) (Required)

☐ Skilled Nursing Facility:

☐ Hospice:

☐ Acute Hospital: