



Login and View Non-Elective Patients									
<p>Double click the Whiteboard shortcut on the desktop</p>									
<p>Enter the Site Code (please ask your line manager for this information) and click on Submit</p>									
<p>The home page has several colour codes to represent different scenarios:</p> <ol style="list-style-type: none"> Records with red text have been accepted on the system but have either not arrived in the hospital, or have arrived but not seen a doctor Records with a yellow background are those which cannot be located on the PAS. 									
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="background-color: yellow; text-align: center;">Edit</td> <td style="background-color: yellow; text-align: center;">S</td> <td style="background-color: yellow; text-align: center;">Granger, Harold</td> <td style="background-color: yellow; text-align: center;">0</td> <td style="background-color: yellow; text-align: center;"> </td> <td style="background-color: yellow; text-align: center;"> </td> <td style="background-color: yellow; text-align: center;">GP</td> <td style="background-color: yellow; text-align: center;">abd pain and vomiting (rectal Ca, multiple abd surgery)</td> </tr> </table>		Edit	S	Granger, Harold	0			GP	abd pain and vomiting (rectal Ca, multiple abd surgery)
Edit	S	Granger, Harold	0			GP	abd pain and vomiting (rectal Ca, multiple abd surgery)		

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The **Waiting** column:

- i. Records with a waiting time in **green text** have been waiting in the hospital for between 30 and 60 minutes
- ii. Records with a waiting time in **orange text** have been waiting in the hospital for between 60 and 120 minutes
- iii. Records with a waiting time in **red text** have been waiting in the hospital for over 120 minutes





00:29
01:49
02:09

Column **D** will display the **Dementia Status** from Patientrack


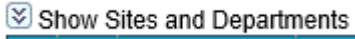

i	Clear	No dementia assessment is required
ii	Green	A dementia assessment has been completed
iii	Amber	An assessment has been started but not completed
iv	Red	A dementia assessment is required
v	Asterisk *	The patient is not found on Patientrack

Column **N** will display the **NEWS** Indicator from Patientrack

i	Green	A NEWS score of 0
ii	Yellow	A NEWS score between 1 and 4
iii	Amber	A NEWS score of 5+, or any NEWS of 3+ in any one category
iv	Red	A NEWS score of 7+

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<p>The Edit column is only available on the Whiteboard that you are logged into, i.e. if you are logged in to the Worthing Whiteboard you will have the option to Edit and update patient records but if you filter to view the Whiteboard for St Richard's Hospital the functionality is not available</p>	
<p>The Department column indicates the department that the patient was accepted to at the referral stage, e.g. M = Medicine, D = DOME, S = Surgery</p>	
<p>The Location column indicates the current whereabouts of the patient. If the Location is blank, the patient has not arrived at the hospital. If the Location reads A and E, the patient is in A&E. If the Location reads a ward name, the patient has arrived at the department they were accepted on at the referral stage, be it Medicine, DOME etc...</p>	
<p>The Bed column shows the bed number the patient has been admitted to on PAS (if available)</p>	

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The Night column indicates if the night team has added the patient	<table border="1"> <thead> <tr> <th>Night</th> </tr> </thead> <tbody> <tr> <td>Night</td> </tr> <tr> <td></td> </tr> </tbody> </table>	Night	Night		
Night					
Night					
The Seen By column indicates the doctor who first saw the patient	<table border="1"> <thead> <tr> <th>Seen By</th> </tr> </thead> <tbody> <tr> <td></td> </tr> <tr> <td>Hayes, Maddy</td> </tr> <tr> <td>Melrose, John</td> </tr> </tbody> </table>	Seen By		Hayes, Maddy	Melrose, John
Seen By					
Hayes, Maddy					
Melrose, John					
The ACA Column displays a red X for the walk in patients to the Emergency Floor and sit in the area by the first reception desk (Ambulatory Care Assessment Unit)	<table border="1"> <thead> <tr> <th>ACA</th> </tr> </thead> <tbody> <tr> <td>X</td> </tr> <tr> <td></td> </tr> </tbody> </table>	ACA	X		
ACA					
X					
The Reviewed By column indicates the doctor who subsequently saw the patient	<table border="1"> <thead> <tr> <th>Reviewed By</th> </tr> </thead> <tbody> <tr> <td></td> </tr> <tr> <td>Bucher, William</td> </tr> </tbody> </table>	Reviewed By		Bucher, William	
Reviewed By					
Bucher, William					
The Consultant Reviewed column shows the consultant who reviewed the patient care	<table border="1"> <thead> <tr> <th>Consultant Reviewed</th> </tr> </thead> <tbody> <tr> <td>--Pl€ ▾ <input type="checkbox"/></td> </tr> <tr> <td>Hatrick, Rob</td> </tr> </tbody> </table>	Consultant Reviewed	--Pl€ ▾ <input type="checkbox"/>	Hatrick, Rob	
Consultant Reviewed					
--Pl€ ▾ <input type="checkbox"/>					
Hatrick, Rob					
The Outcome column displays the patient outcome (e.g. Home, Died etc...)	<table border="1"> <thead> <tr> <th>Outcome</th> </tr> </thead> <tbody> <tr> <td></td> </tr> <tr> <td>Home</td> </tr> </tbody> </table>	Outcome		Home	
Outcome					
Home					

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<p>The screen will automatically refresh every 30 seconds. In order to perform a manual refresh, click on Home</p>	
<p>To display the Filter Options click on the Show Sites and Departments button</p>	
<p>The Sites will default to the site code that the user is logged in with, so in this example Worthing Hospital is the default site.</p> <p>The default department will be All. Selecting a department will filter the patients to those accepted within that department</p> 	
<p>Click on the Up arrow to Hide Sites and Departments Filters</p>	