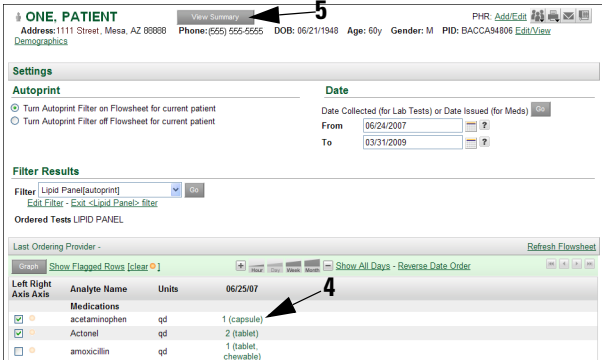


Care360™ Physician Portal 2009.1

Viewing Flowsheets and Graphs

Viewing a Flowsheet



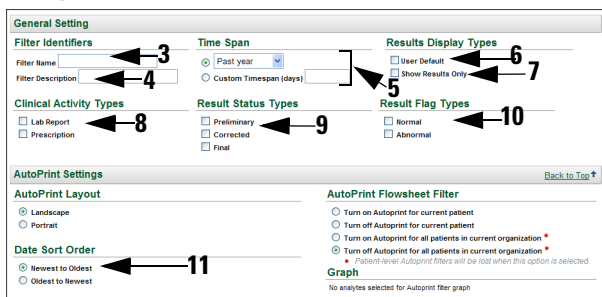
To View a Flowsheet

1. Access a patient chart.
2. While viewing the patient *Summary*, click the *Flowsheets/Graphs* menu at the top of the page.

The *Flowsheet* page appears, displaying the most recent lab results for the selected patient, as well as the *Last Ordering Provider*.
3. Navigate the flowsheet as needed. (For detailed instructions, refer to the *Physician Portal User Manual* or help.)
4. To view details about a particular analyte value or medication displayed in the flowsheet, click the desired analyte value or medication value.

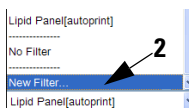
Note: For additional details about a data point on the graph, position your mouse over the data point.
5. To return to the patient *Summary* at any time, click the *Summary* menu at the top of the page, or the *View Summary* button

Creating a Flowsheet Filter



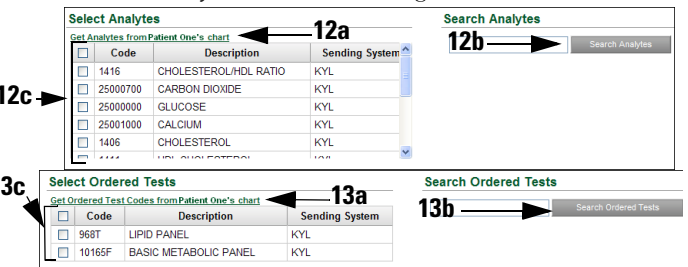
To Create a Flowsheet Filter

1. View a flowsheet for the desired patient (see “To View a Flowsheet”).
2. While viewing, select *New Filter* from the *Filter* list, and then click *Go*.



3. At *Filter Name*, type a unique name for the new filter.
4. At *Filter Description*, type a brief description for the filter.
5. Specify the data to display in the flowsheet:
 - To specify a pre-defined timespan, select that timespan from the list.
 - To specify no timespan, select *Any*.
 - To specify a custom timespan, click the *Custom Timespan (days)* radio button, and then type the number of days in the text box.
6. If applicable, select the *User Default* check box to specify the current filter as your default filter.
7. If applicable, select the *Show Results Only* check box to display only analytes in the flowsheet.

Note: When you select this option, analytes are organized alphabetically, not under their associated test's name.
8. At *Clinical Activity Types*, select the check box next to each activity type to display.
9. At *Result Status Types*, select the check box next to each status type to display.
10. At *Result Flag Types*, select the check box next to each result flag type to display.
11. At *Date Sort Order*, select the order by which you want flowsheet data to display when the filter is applied. The default is *Newest to Oldest*.

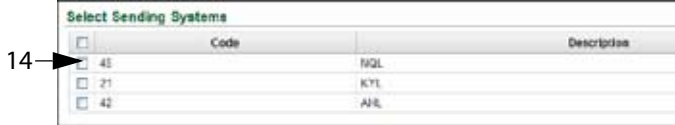


12. At *Select Analytes*, do the following:
 - a. Click *Get Analytes from <Patientname>'s chart* to populate the list with analytes on the patient's chart.
 - b. To include additional analytes, type the first few characters of the analyte code/description in the field below the *Select Analytes* list, and click *Search Analytes*. From the *Analyte Search Results* list, select the analyte(s), and click *Add* to move the analytes to the *Select Analytes* list.
 - c. Select the check box next to each *Analyte* to display, or click *Select* to include all *Analytes*.
13. At *Select Ordered Tests*, do the following:
 - a. Click *Get Ordered Test Codes from <Patientname>'s chart* to populate the list with tests on the patient's chart.
 - b. To include additional tests, type the first few characters of the test code/description in the field below the *Select Ordered Tests* list, and click *Search Ordered Tests*. From the *Ordered Tests Search Results* list, select the test(s), and then click *Add* to move the selected tests to the *Select Ordered Tests* list.
 - c. Select the check box next to each *Ordered Test* to display, or click *Select* to include all *Ordered Tests*.

Note: If you select both analytes and tests for the filter, ALL analytes which are included in the specified tests display in the flowsheet under the associated test's name and the analytes that are available that match your criteria but are not part of the tests will also display.

To Create a Flowsheet Filter, continued

- At *Select Sending Systems*, select the check box next to each *Sending System* to display, or click *Select* to include all *Sending Systems*.



- Do one of the following:
 - Click **Save** to immediately apply the filter criteria and save the filter for future use.
 - Click **Apply Filter, Don't Save** to immediately apply the filter criteria but not save it for future use.
 - Click **Cancel** to return to the flowsheet without applying or saving the new filter.

Setting Autoprint for a Flowsheet Filter

To Set Autoprint for a Flowsheet Filter

- View a flowsheet for the desired patient (see “To View a Flowsheet”).

Note: A filter may or may not be already applied to the flowsheet, based on your organization’s preferences.
- To set *Autoprint* for the selected filter, do one of the following:
 - Below the filter description, at *Autoprint*, turn *Autoprint* on or off for the selected patient, and select the *Landscape* or *Portrait* print format by clicking the appropriate options.



- Within the *Filter Results* section, click the *Edit Filter* link, make your selections to either turn the filter on or off at the patient or organization level, select either the *Landscape* or *Portrait* print format.



Note: The *Graph* section displays either a message indicating that no graph has been saved to this flowsheet filter, or a *Selected Analytes* link indicating a graph of selected analytes has been saved to the flowsheet filter, so that the graph will automatically print with the flowsheet. For more information about saving a graph to a flowsheet, see “Graphing Flowsheet Data”.

- Click **Save**.

Graphing Flowsheet Data



To Graph Flowsheet Data

- View a flowsheet for the desired patient (see “To View a Flowsheet”).

- Do the following to select the analytes and/or medications to display in the graph:
 - Note:** You can select analytes that use up to two different units of measure to display on the same graph. If there are analytes with additional units of measure that you want to graph, you will have to create multiple graphs.

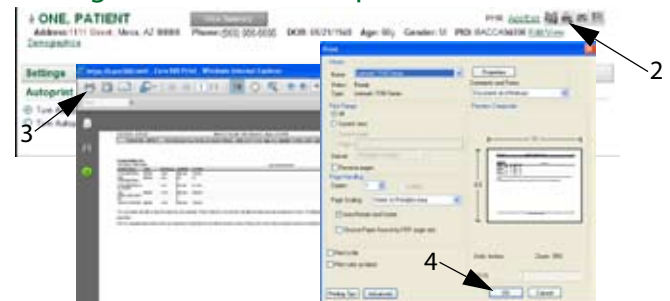
- From the *Left Axis* column, select the check box next to the first analyte you want to graph. Repeat to select additional analytes from the *Left Axis* column.
 - From the *Right Axis* column, select the check box next to an analyte with a second unit of measure. Repeat to select additional analytes from the *Right Axis*.
 - If applicable, from the *Left Axis* column, select the check box next to the medications you want to graph.
- After you select all of the desired analytes and/or medications, click **Graph**.
 - To show or hide the numeric value associated with each data point on the graph, select or clear the *Show/Hide Labels* check box within the graph.
 - To change one or more of the analytes or medications displayed in the graph, select the new analyte(s) or medication(s) in the flowsheet, and then click **Graph**.
 - If available, click *Save Lab Result Graph*.

Note: The *Save Lab Result Graph* button is available only when a filter is applied to the flowsheet, and that filter is set to *Autoprint*.

The graph of the selected analytes is saved to the filter currently applied to the flowsheet, and automatically prints with the flowsheet.

Tip: Only one graph can be saved to a filter.

Printing Flowsheets or Graphs



To Print a Flowsheet or Graph

- View a flowsheet and/or graph for the desired patient (see “To View a Flowsheet”).
- While viewing the flowsheet and/or graph, click the *Print* icon in the upper-right corner, and then select either the *Landscape* or *Portrait* format for printing.
- From the Adobe Reader toolbar, click the *Print* button ().
- From the *Print* dialog box, configure any additional print settings as needed, and then click **OK**.

For assistance, contact the Help Desk at 602.685.5465, or toll-free at 800.766.6721, ext. 5465.