IT Dept Quick Reference Guide (QRG)

Document No - Ref 172



Version Number – 2.0

## RECORDING, CLEARING AND MODIFYING NIPE (NEWBORN AND INFANT PHYSICAL EXAMINATION)

1.	Load up your patients record and and select the Assessments/Fluid Balance main menu option.			
	SMITH, MARGARET - S12218 Opened by Cenne01, Cenne01  Task Edit: View Patient Record Links Notifications Options Documentation Orders Help  Of Home Intersage Centre & Patient List & Whiteboard [] Links [] When Sticky Note "Wiew Sticky Notes Witers Sticky Notes Tear Off #Suppend #Exit [] Calculator *** Addition Administration Q Discharge Medications  Minit MARGARET - S12218			
	SMITH, MARGARET Age:55 years Sec:Female Loc:RD8-GH Ward 20; Bay 01 Allergies: No Known Allergies DOB:27/Apr/62 MNR:512218 Inpatient 22/Jan/2818:1584 - No-Discharge date:]			
	Menu     4			
	Nurse Workflow Obstetrics View Last 24 Hours			
	Newborn Summary     refs sign     refs sign       Manual Observations     Find Item     Critical       Results Review     Find Item     Critical			
	Requests/Gare Plans <ul> <li>Add</li> <li>Point of Case Tests</li> <li>Outg Chart</li> <li>Point interventions</li> <li>If Mail Stops</li> </ul> <ul> <li>If Mail Stops</li> </ul>			
	Assessments/Fluid Balance Public Provide Provi			
	Clinical Notes Altergies Adult Lines - Devices Organ Therapy Clinical Notes Adult Lines - Devices Organ Therapy Clinical Notes			
	Problems and Disgnoses         Medication Related Monitoring         Impred Q2         %           Form Browser         Stillood Product Administration         APPC Conscious Level         APPC Conscinance         APPC Consc			
	Documentation     Add     Add     Attendal Triage     Attended Triage     Attende			
	Appointments EVS Type			
	Procedures and Dagnoses			
2	Select the Newborn iView band from the middle section.			
۷.	≪ Antenatal clinic ≪1 abour			
	w Labour ⊗ Delivery ⊗ Posthatal			
	of Obstatic Emerandor of Newborn			
	≪ Adult Lines - Devices ≪ Fluid Balance			
	Keucador Reduct Administration Maternity     Kesult Copy			
	Select Newborn and Infant Physical examination			
3.				
	Wewborn Immediate Newborn Assessment			
	Newborn Routine Assessment Basic Observations			
	Feeding Bedside Handover Neonatal Abstinence Syndrome (NAS)			
	Newborn and Infant Physical Examination Safeguarding Check Peripheral IV			
	Patient Safety			
,	Double Click on the blue header to enable you to complete the NIPE.			
4.				
	04/May/18			
	Newborn and Infan			
	Newborn Examinati Offered Newborn Examinati 04/May/			
	Eyes (Newborn) Satisfact Heart (Newborn) Satisfact			
	Hips (Newborn) Satisfact Testes (Newborn) Satisfact			

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5.	If you have made an error right click on the incorrect information and select Clear (this functionality is only available whilst the results havent been signed).			
	Newborn Examinati     Newborn Examinati     Newborn Examinati     Eyes (Newborn)     Heart (Newborn)     Hips (Newborn)     Testes (Newborn)	04/May/18 14:31 BST 04/May/18 14:31 BST 04/May/18 Satisfa Satisfa Satisfa Satisfa Satisfa View Result Details View Comments View Flag Comments View Reference Material View Order Info View History Modify Unrecord Change Date/Time Add Comment Clear		
6.	Once you have completed	then click on sign at the top of the b	ands.	
7.	If you have made an error and signed then right click on the incorrect data and select Modify.			
	Image: Second	04/May/18 4:34 BST 14:31 BST 04/ 04/ 5at 5at 5at 5at 5at View Result Details 5at View Comments 5at View Reference Material View History Modify		
8.	You will need to click on sign again to confirm changes.			
9.	The details will now show with a blu Newborr	ue triangle to indicate this detail has 04/May/18 14:35 BST 14:31 BST n and Infan n Examinati 04/May/ wborn) Probl ewborn) Satisfact	been modified.	