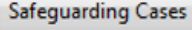
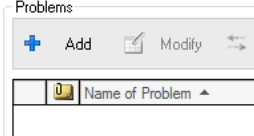
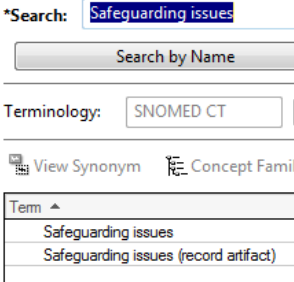


ADDING SAFEGUARDING PROBLEMS, FLAGS AND ALERTS

1.	From PowerChart, click on MPTL in the tool bar.
2.	Click on Safeguarding Cases Tab  Find patient, right click and open patient record.
3.	Select Problems & Diagnosis from the grey left hand main menu. Click Add below the problems section. 
4.	Search for 'Safeguarding issues' and click on Search by Name. Select from the list that appears and then click OK.  Click on the Clarification drop down and select 'Patient at Risk' and update any other necessary information. Click OK to save your problem.
5.	Problems are added to the discharge letter. If a flag is added, then the problem is recorded under the safety alerts. Safety Alerts: 10/01/2018 - Safeguarding issues (Confirmed) Refresh and flag is recorded in the banner bar. To view, click on where it shows Flag/Alerts.
TO MODIFY, FOLLOW THE BELOW STEPS	
6.	Go to Problems.
7.	Right click on Safeguarding Alert problem.
8.	Select modify problem.
9.	Modify Classification to 'no flag' & Status to 'Inactive' and add any necessary comments before saving. Alerts can be cancelled and these are removed from the discharge letter. When the flag is removed and inactive the original alert is removed from the discharge letter. Safety Alerts: None