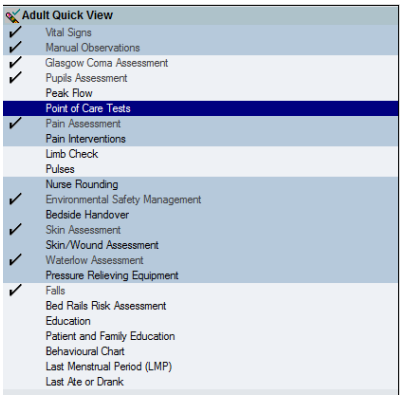
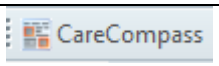
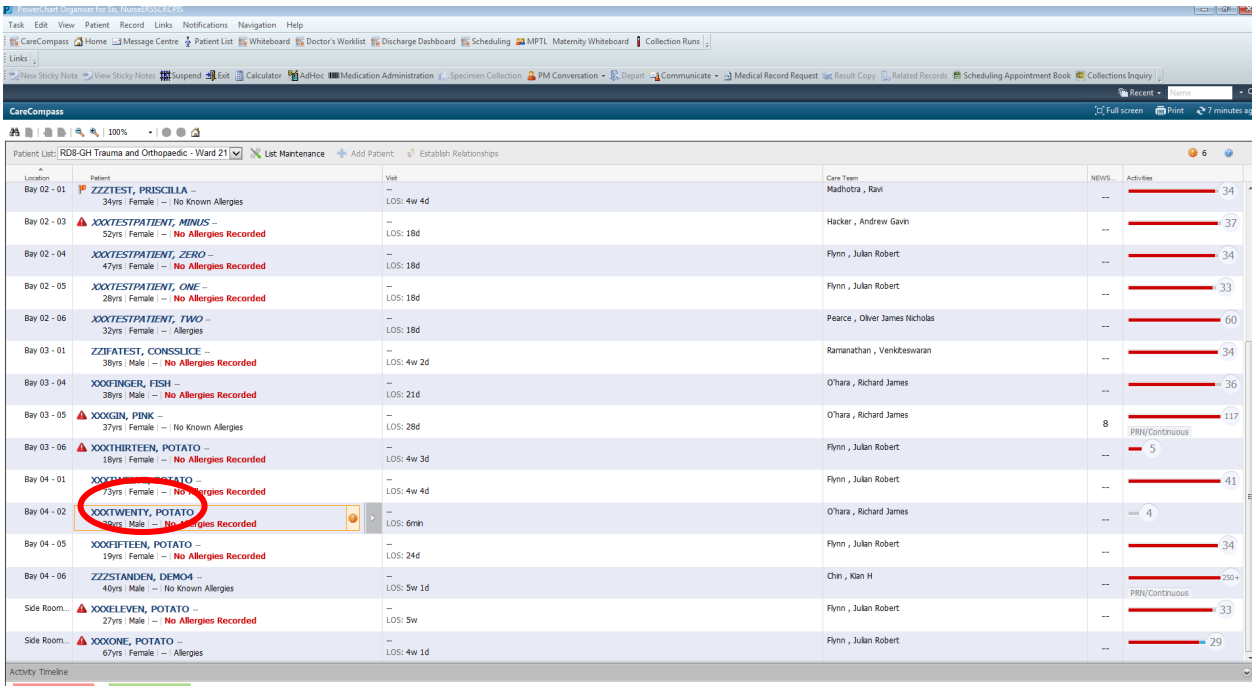
DIRECT ASSESSMENTS – POINT OF CARE, NURSE ROUNDING, SKIN AND WATERLOW ASSESSMENTS

1. Assessments can be directly accessed and completed by using the Assessment/Fluid Balance menu. This guide will take you through the Point Of Care, Nurse Rounding, Skin and Waterlow assessments. But note the other assessment choices below:

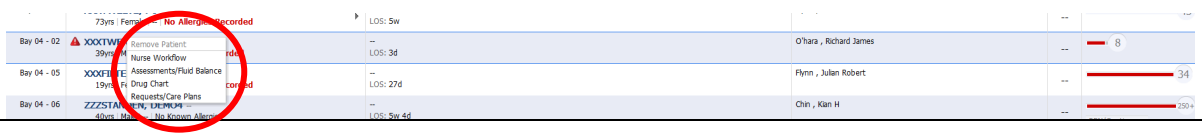


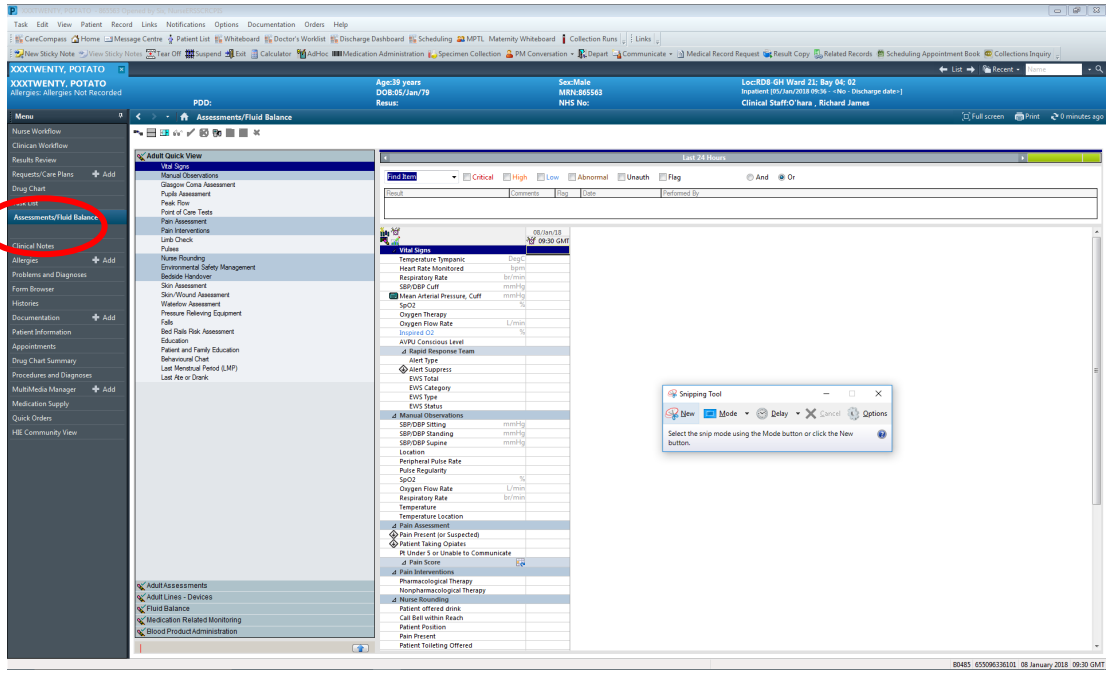
2. To complete these, select the CareCompass: 

3. From your list of patients, select their blue name to open their patient record:

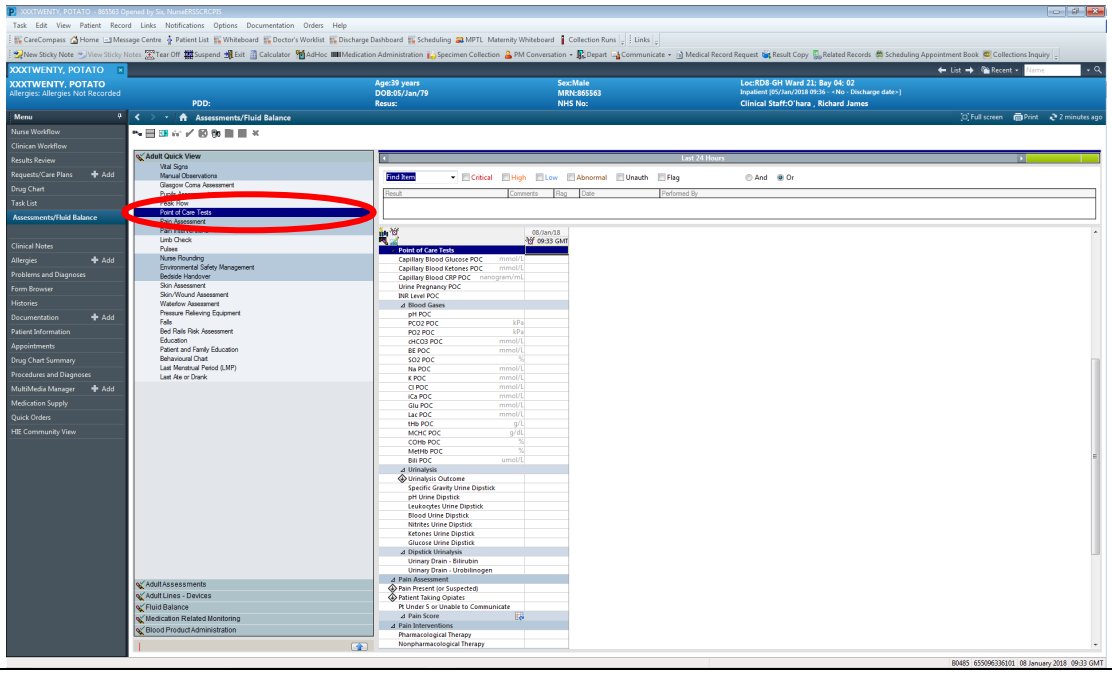


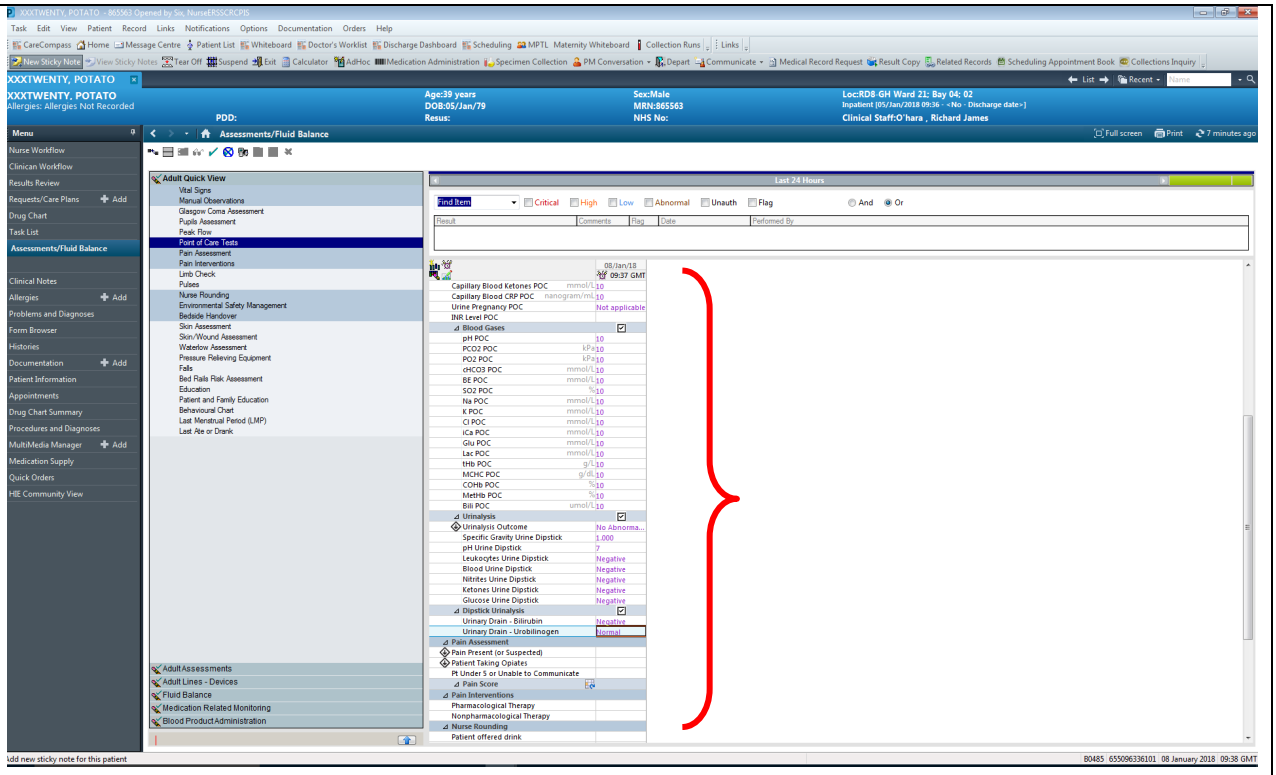
3.5 Alternatively you can also Right Click the patients name and select Assessment/Fluid Balance:



4.	This will bring up a new menu and you will see the list of assessments mentioned in Step 1: 

POINT OF CARE TESTS

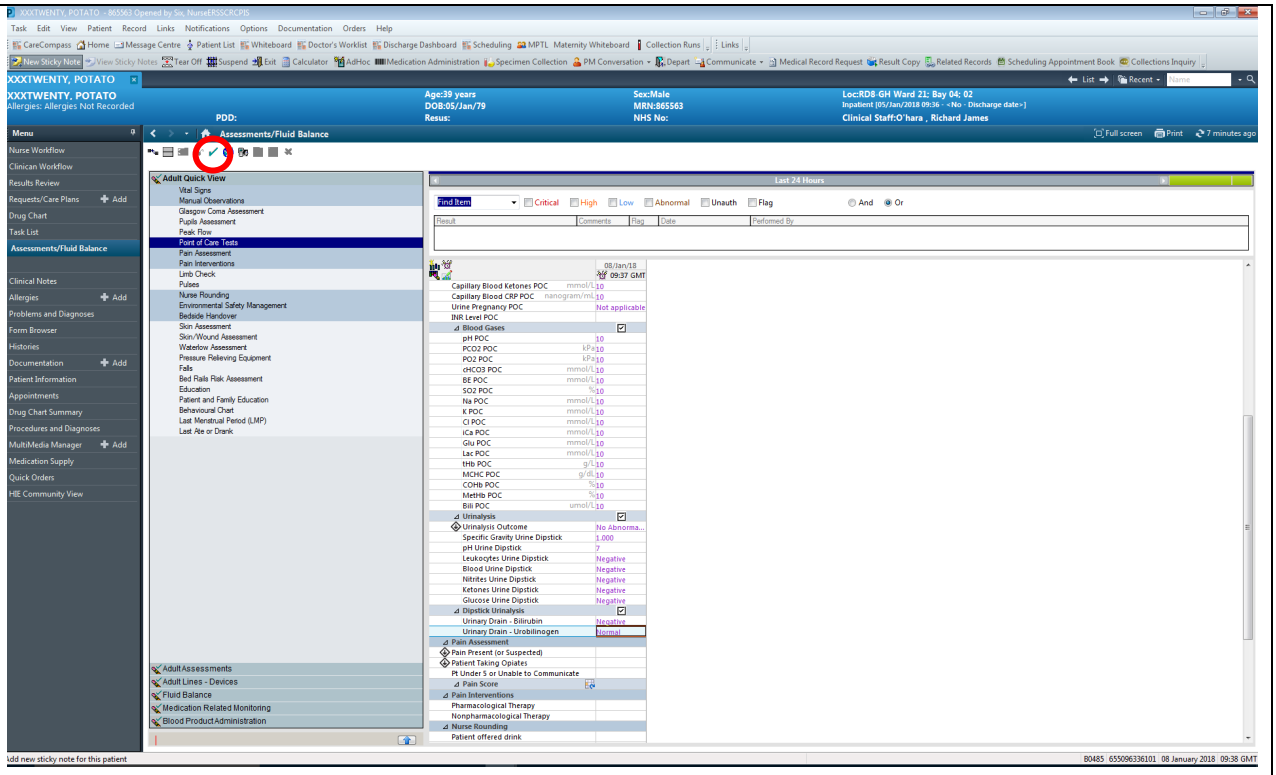
5.	Select Point Of Care Tests, In order to gain a clearer picture, you can expand the columns if needed, look for the Double arrow: ✢ that appears between the two columns, hold click and move to the right in order to expand the column: 
6.	Complete your necessary fields, you should double click in the blue boxes, next to the headings to ensure that they have tick boxes: ☑ The below is an example of completed information:



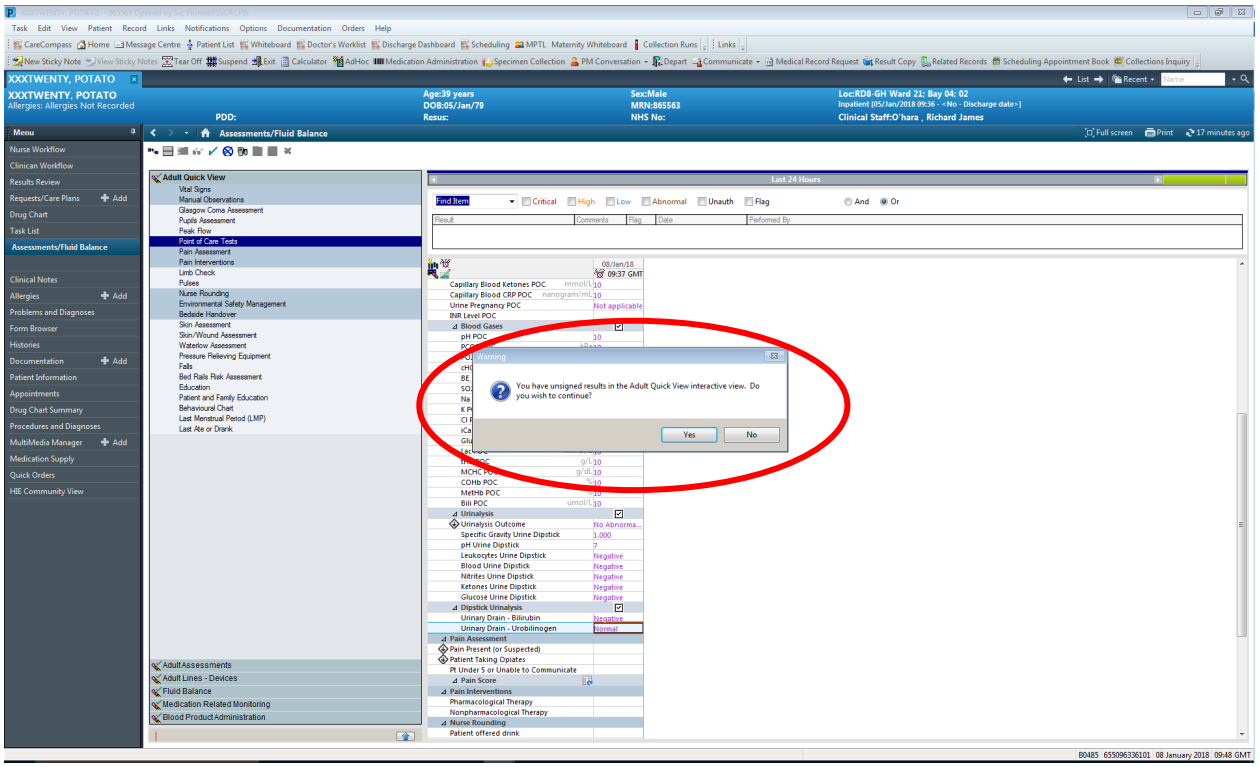
NOTE: Information entered into the system will be purple before authorised/signed (as shown in example)

If no tick is present in blue ribbon, simply double click in the column next to the heading and this will be put in for you.

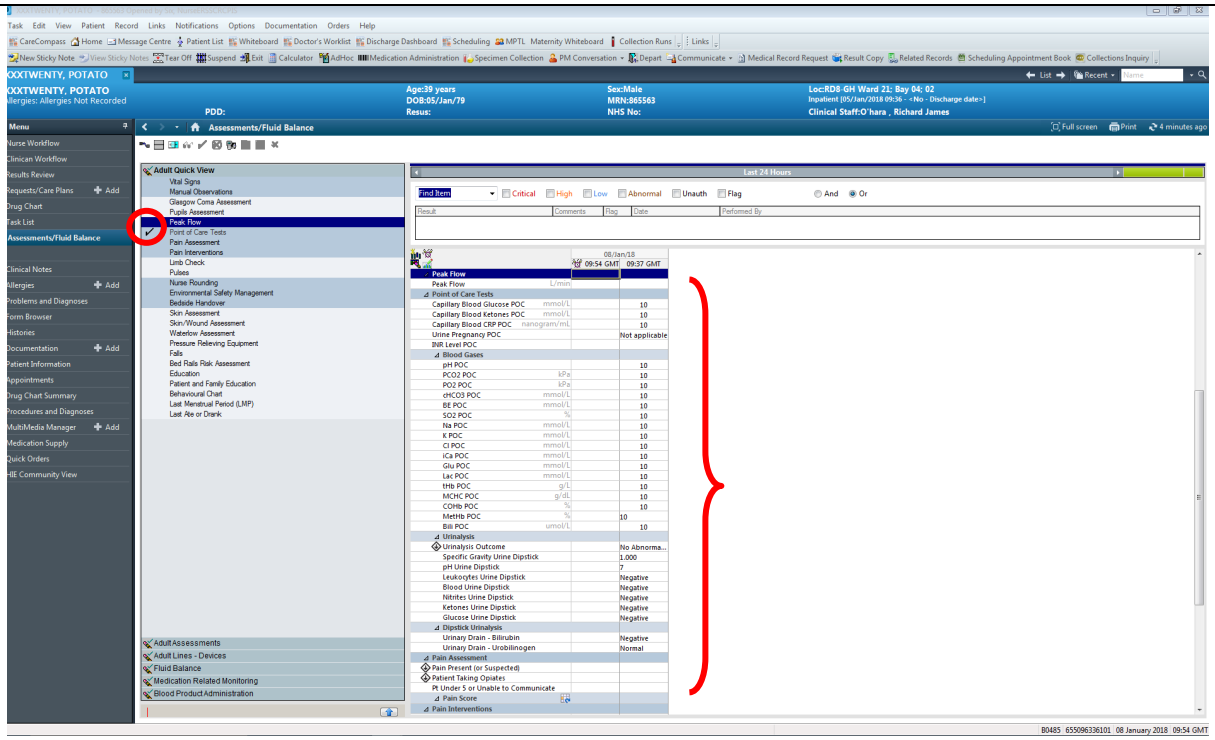
7. Once you have completed data in a given section, you will need to 'Sign': ✔ the data for it to be authorised and entered onto the patients file.



7.5	If you do not sign for the data, no changes or data inputs will be saved. If you try to exit out of the patient record, without signing the data, you will have an alert pop up:



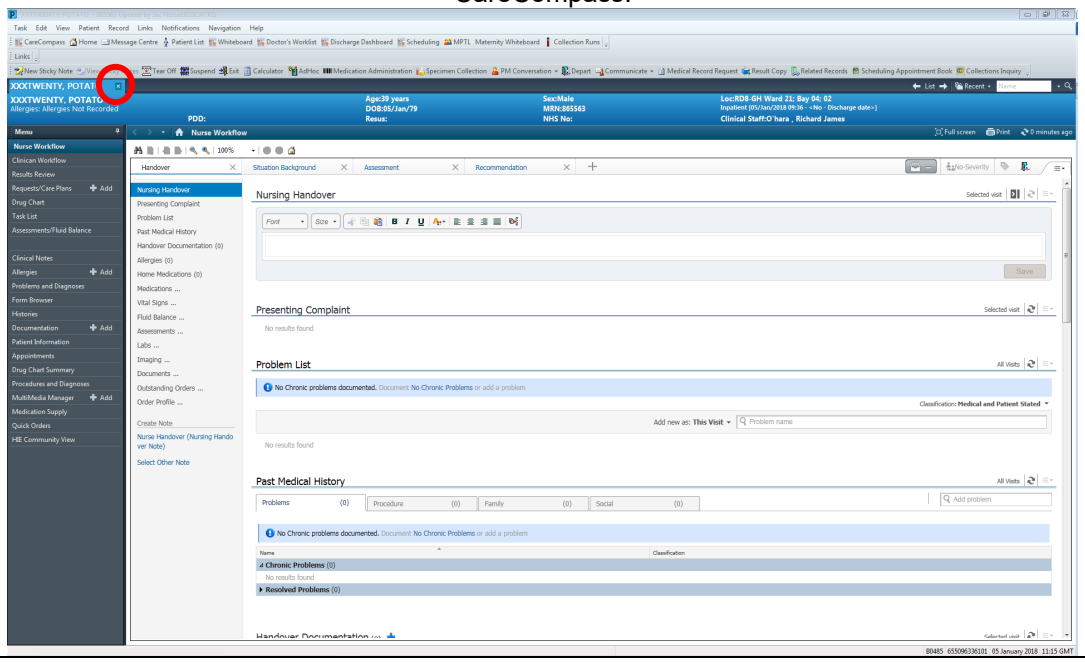
8.	You should now see that the purple text has turned to black text and a notebook with a tick is shown next to the assessment:



IMPORTANT: By signing the information, you are creating a permanent record registered to YOUR account and smart card. Ensure all data is accurate and relevant before signing.

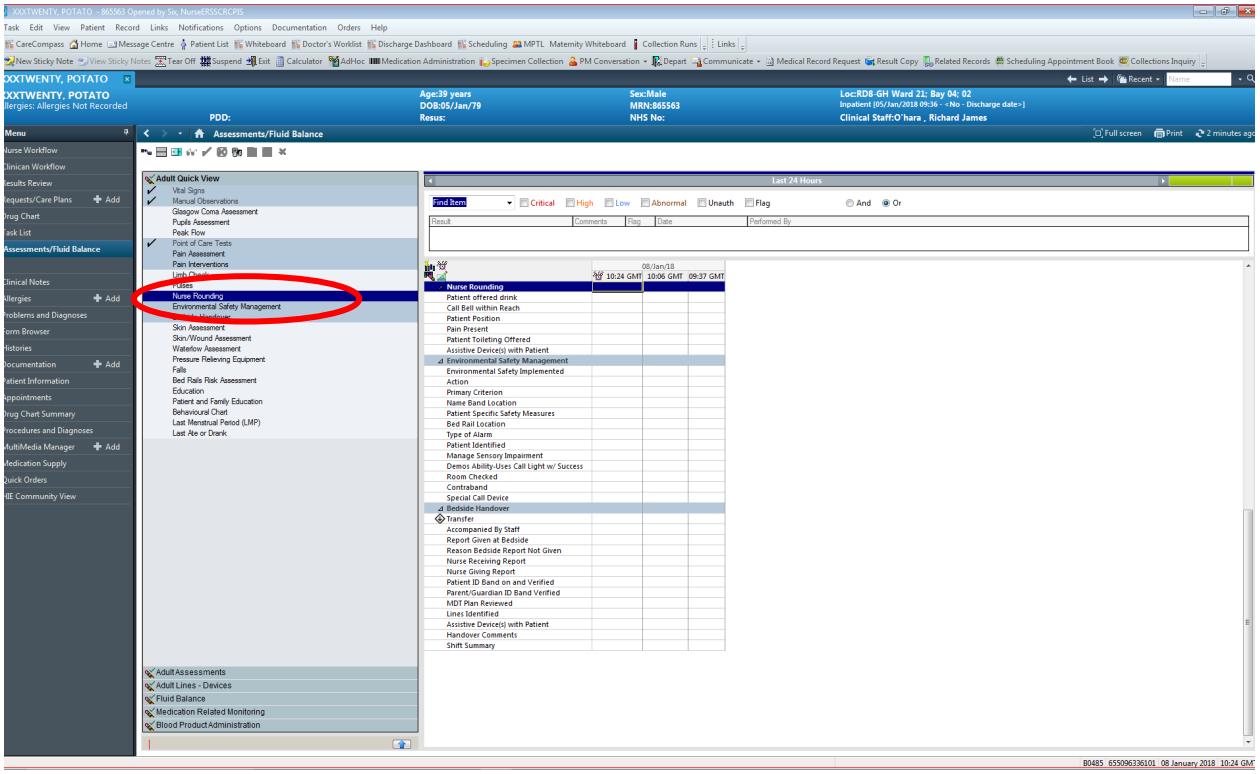
You are signing to say that the task/assessment is COMPLETE and YOU are the one who has completed it. If it is necessary to leave the record at any point, signing the data will complete the task, therefore you will need to make a mental note to return and complete the remainder information,

9. Now Exit the patient record by clicking the:  next to the patients name – this will return you to the CareCompass:

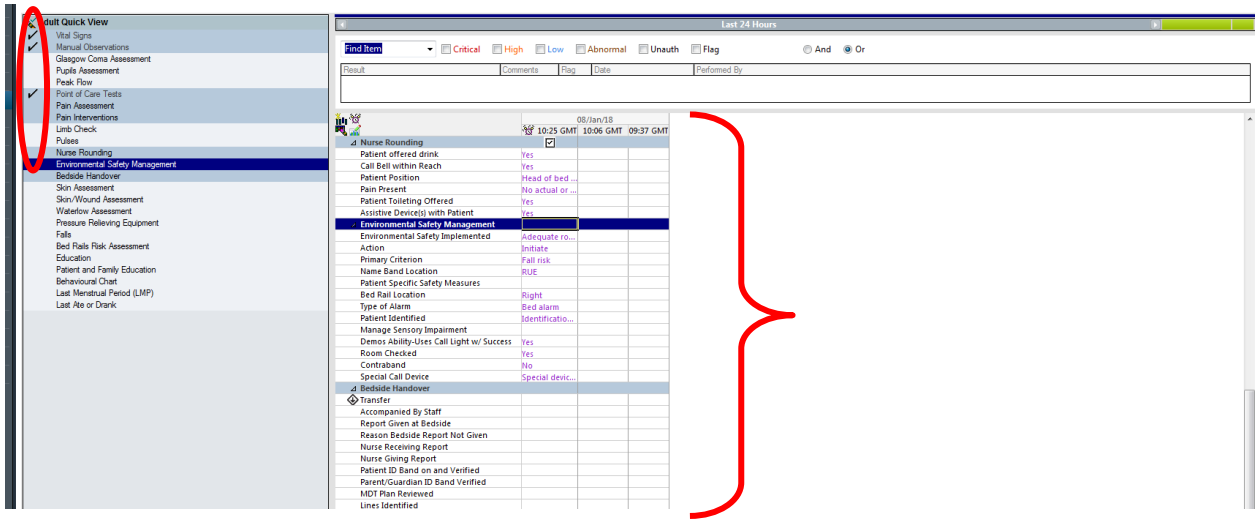


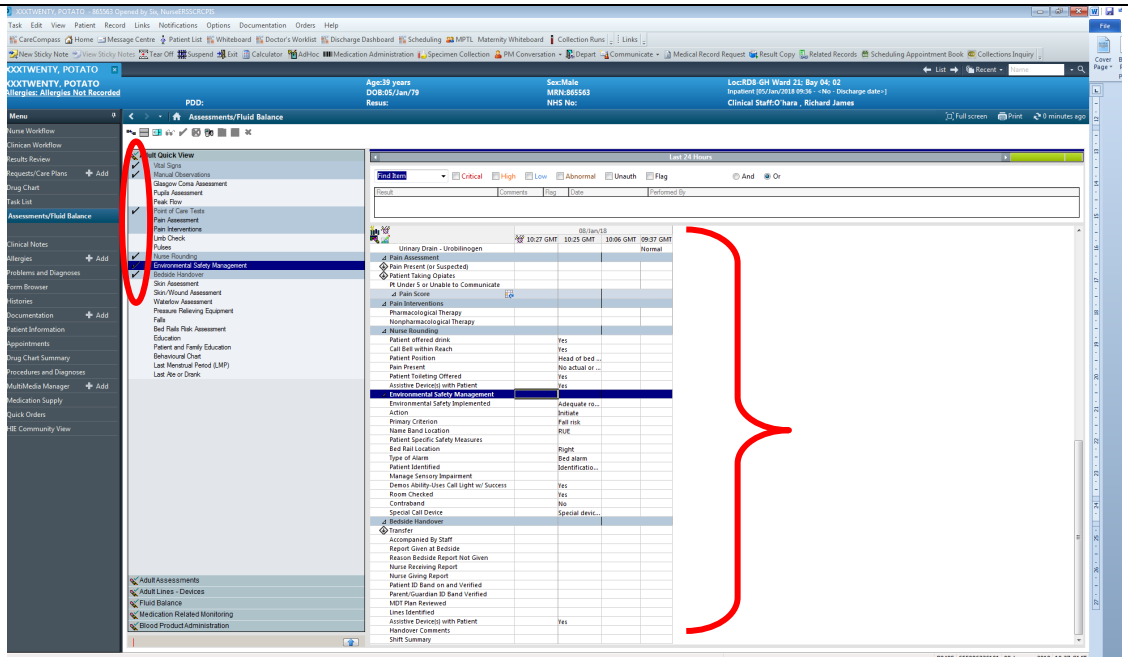
NURSE ROUNDING

10. Repeat Steps 1-5 and choose Nurse Rounding:



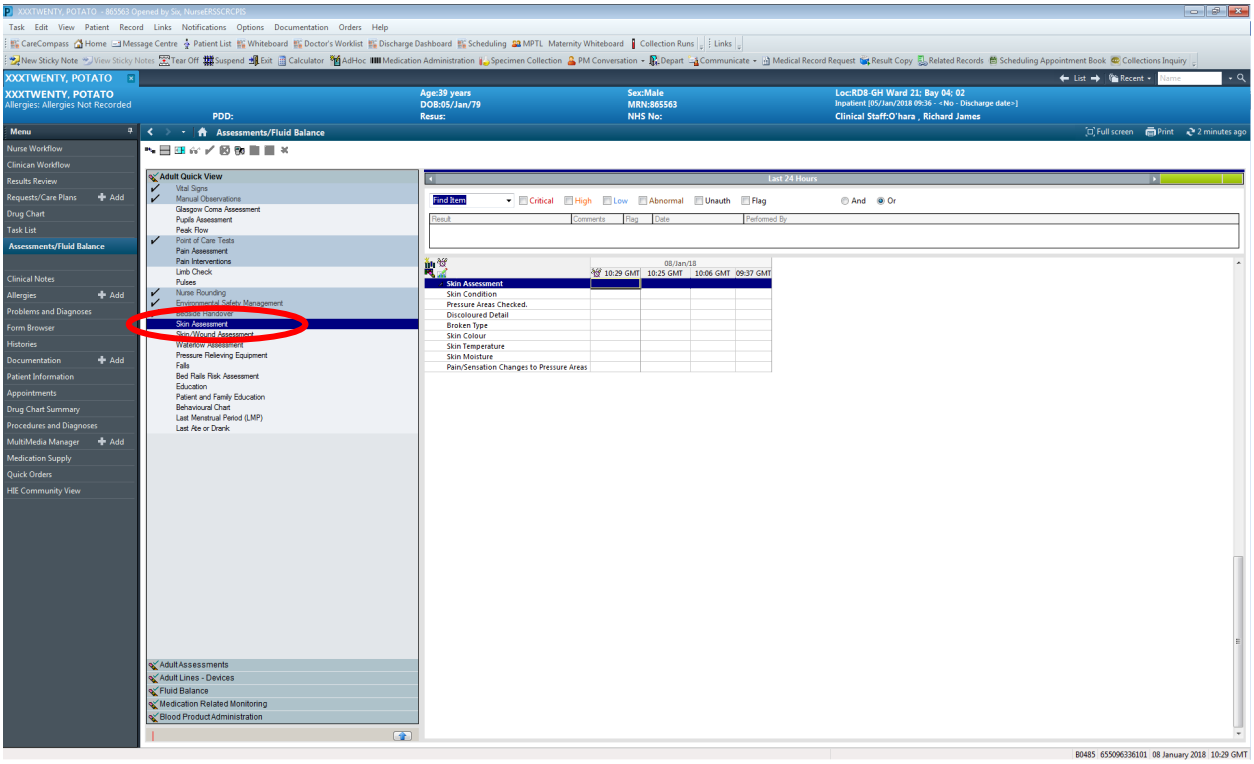
11. Complete required information and follow Steps 5-9: (Information given is example only)



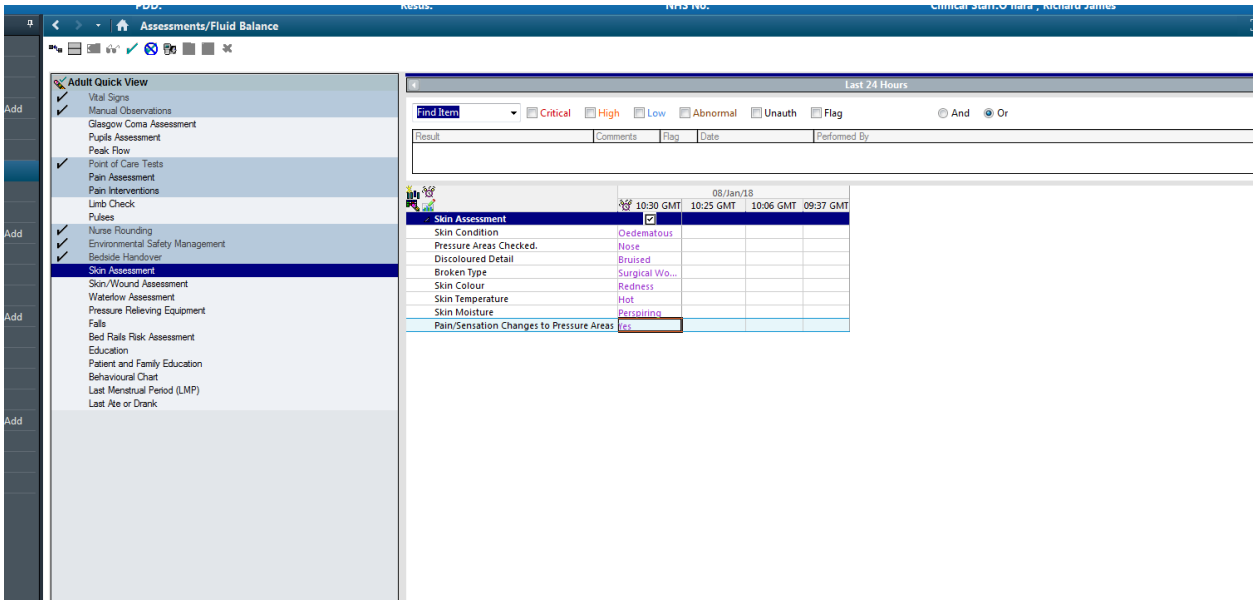


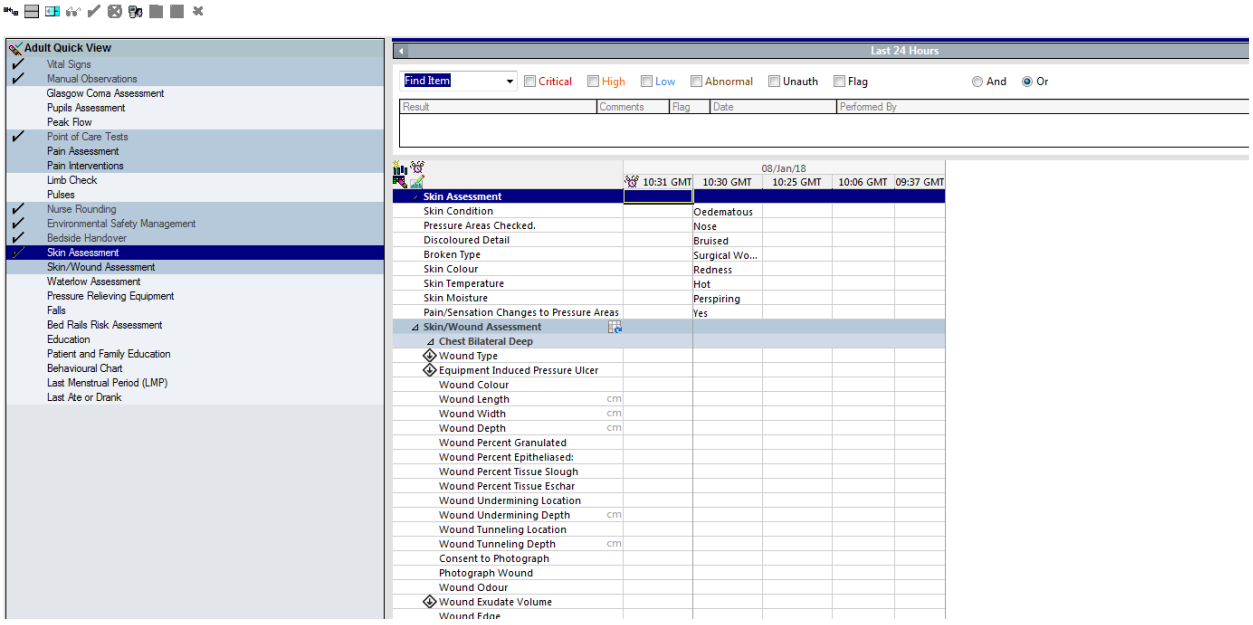
SKIN ASSESSMENT

12. Repeat Steps 1-4 and choose Skin Assessment, remember to double click the blue band to ensure that a tick in a box appears:



13. Complete required information and follow Steps 5-9: (Information given is example only)





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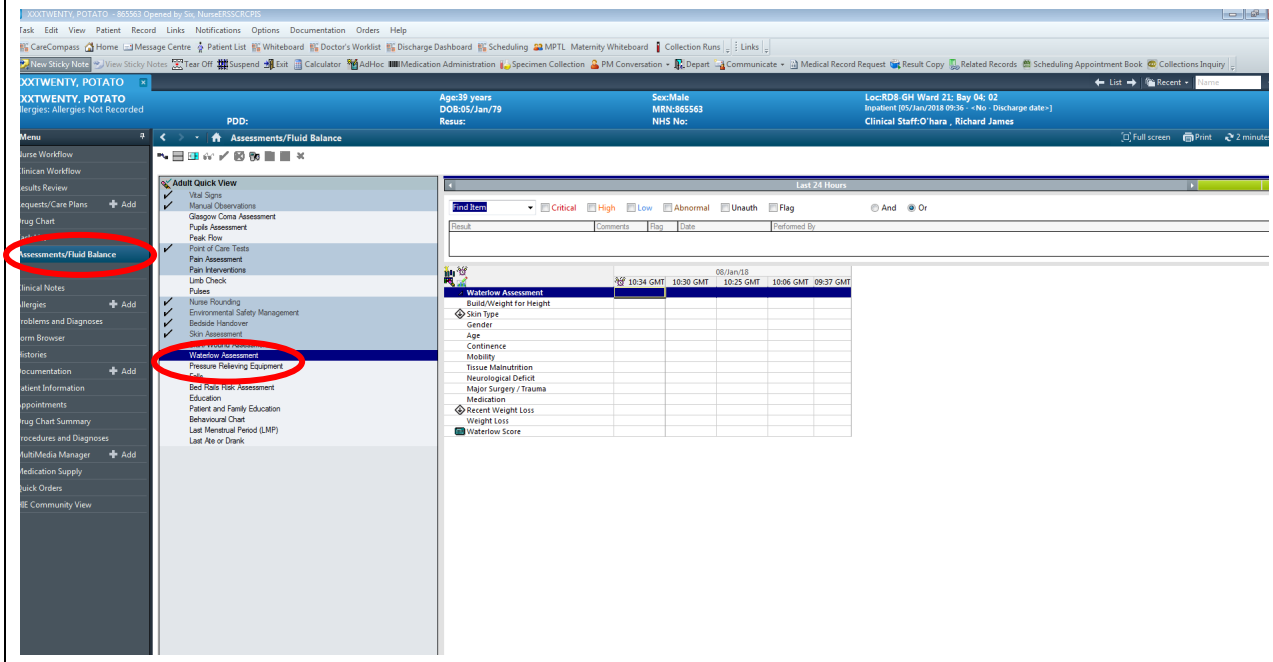
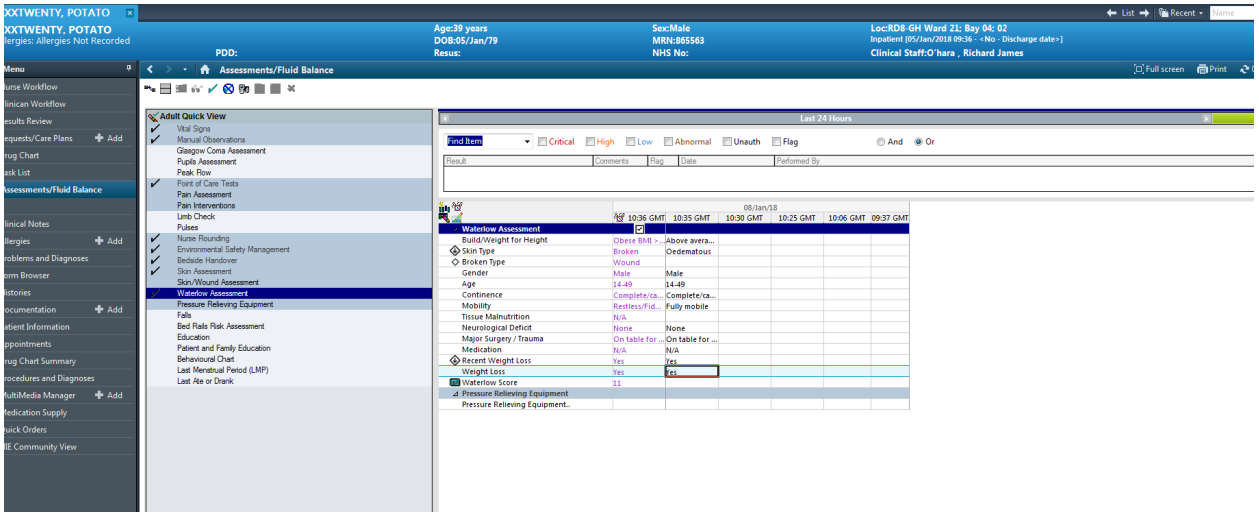
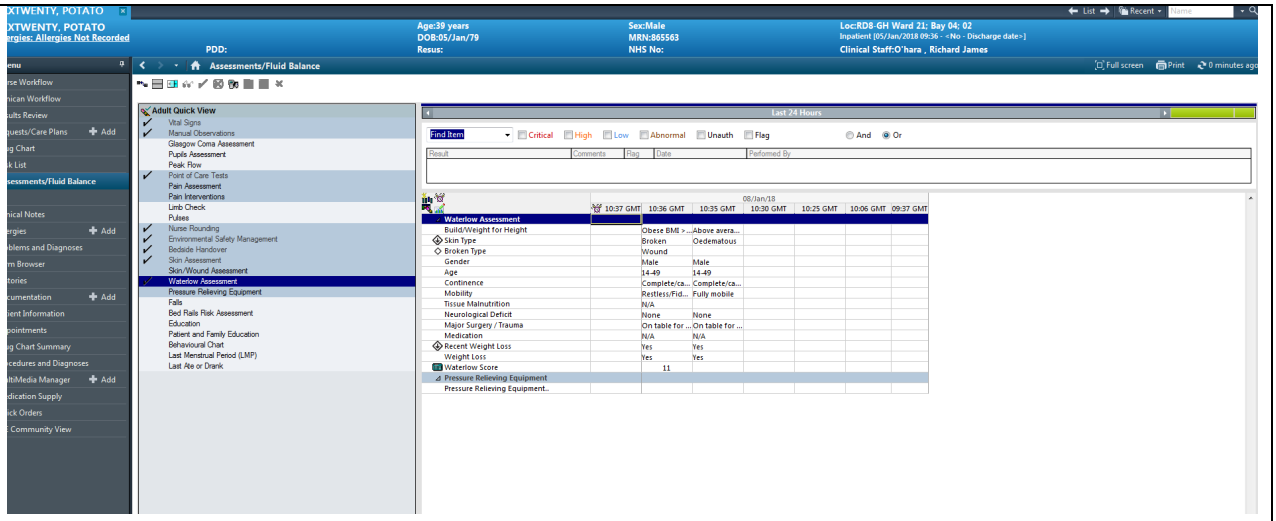
WATERLOW ASSESSMENT

14. Repeat Steps 1-4 and choose Waterlow Assessment:



15. Complete required information and follow Steps 5-9: (Information given is example only)





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16. NOTE: Depending on your scoring and data entry, you may have a 'Discern Notification' pop up, this will be covered in a separate QRG: QRG Discern Notifications