

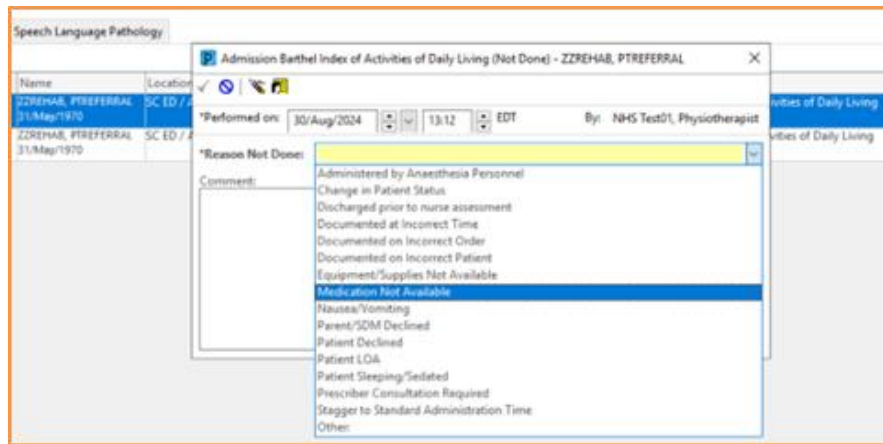
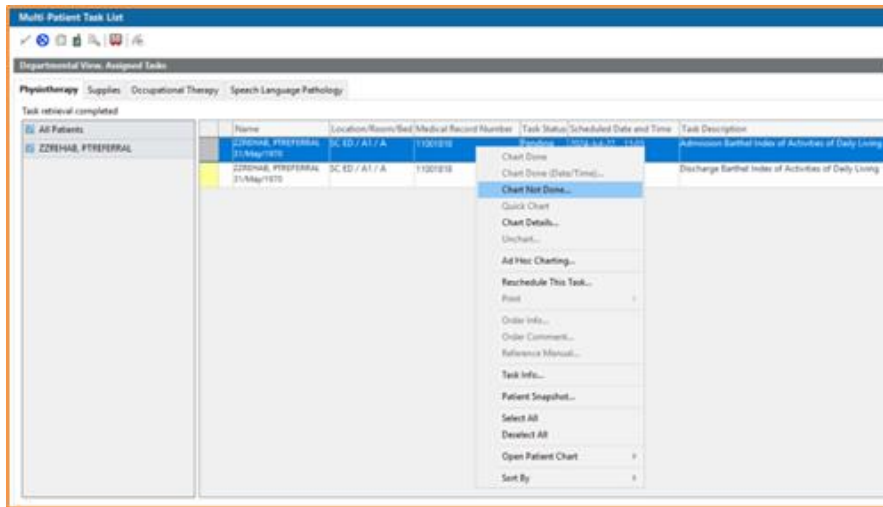


TASK MANAGEMENT – CHARTING NOT DONE HOSPITAL INFORMATION SYSTEM (HIS)

INTERPROFESSIONAL REHAB/ALLIED HEALTH

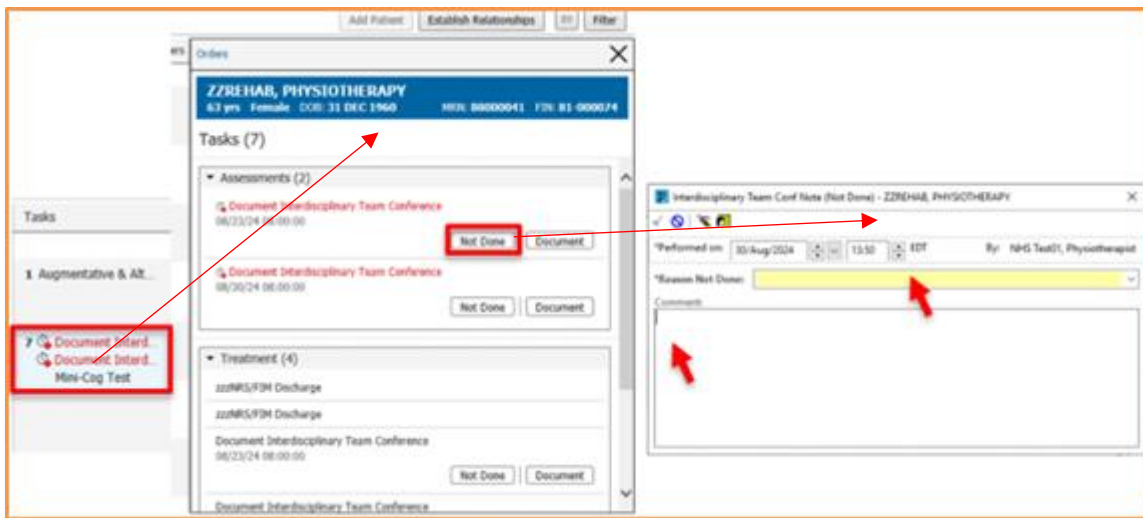
Charting Not Done

In the **Multi Patient Task List (MPTL)** – Right click the assigned task from the task list, locate the **“Chart Not Done”** option, select that option. In the *Chart Not Done* window that opens, select an option from the drop-down menu and add any notes to the *Comment* area as needed.

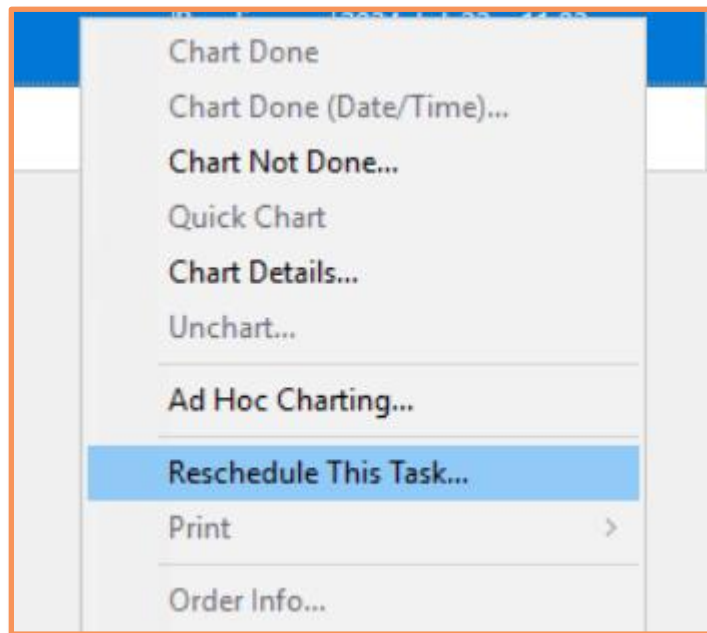


TASK MANAGEMENT – CHARTING NOT DONE HOSPITAL INFORMATION SYSTEM (HIS)

In the **Rehab Organizer** – Select the cell associated with the assigned tasks. Locate the task that is not being completed (indicated in **red**) and select **“Not Done”**. Select the **“Reason Not Done”** from the drop-down menu and add any notes to the **“Comments”** area as needed.



***Note:** Using the *Chart Not Done* feature on an Assessment task will complete the Consult Order. The *Reason Not Done* and *Comment* can be reviewed from the Consult Order. This can be achieved by right-clicking the order and choosing Results.



Rescheduling a Task:

If the therapist anticipates going to see the patient at a later date, they should opt to utilize the **“Reschedule This Task”** function from the MPTL, avoiding utilizing **“Chart Not Done”**.

- o **Note:** When a Task is re-scheduled, therapists must ensure to utilize the *Rehab Reschedule Reasons* Note within the patient’s Chart.



TASK MANAGEMENT – CHARTING NOT DONE HOSPITAL INFORMATION SYSTEM (HIS)

Patient Inappropriate for Intervention:

If the therapist deems the patient as inappropriate for therapy, they can:

- Launch into the **Assessment** PowerForm and document their findings and SIGN the PowerForm. This will complete the Assessment task and its associated Consult Order; or,
- Select **Chart Not Done**, choose the appropriate drop-down reason, and leave a detailed comment

Note: For treatment tasking, if the patient does not consent or is not appropriate for treatment, the therapist can utilize the **Chart Not Done** feature. Always ensure to choose the proper reason in the drop menu and add any notes in the **Comments** area as needed.

Reviewing Chart Not Done in the Patient's Chart

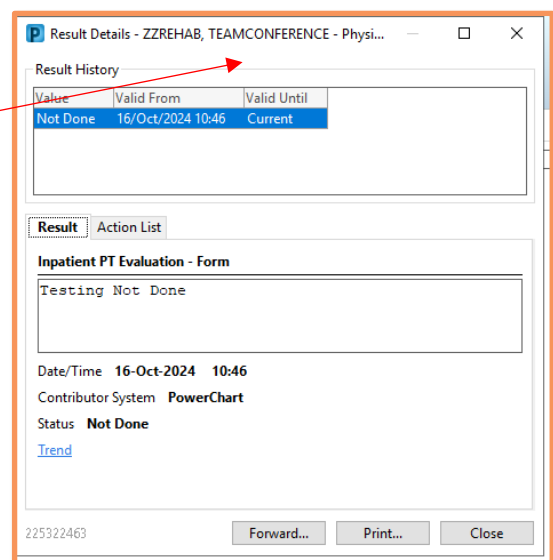
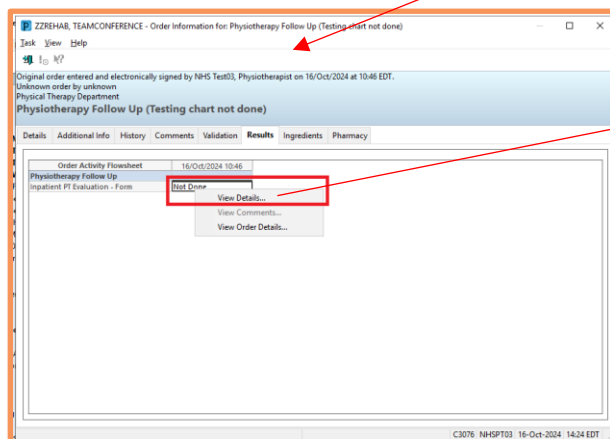
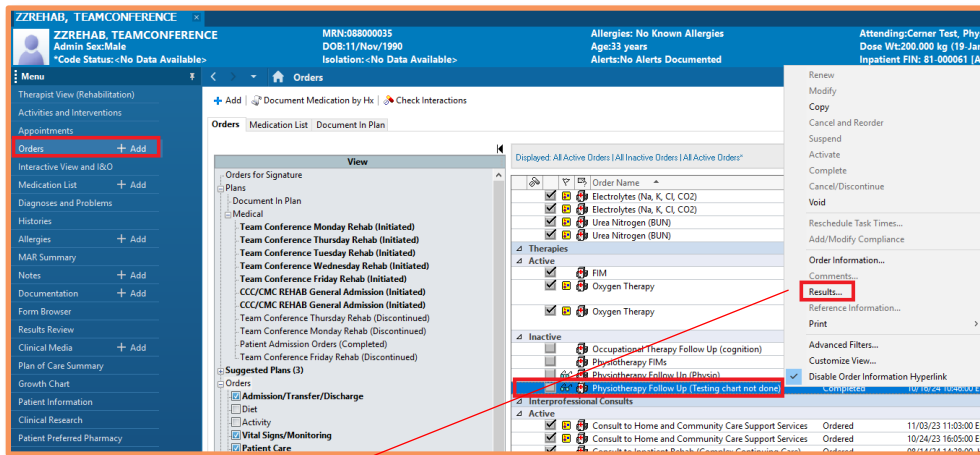
If **Chart Not Done** was utilized on an assigned task from the MPTL, its details can be reviewed by Right- clicking the Order and selecting "**Results...**". If accessing this information through **Results Review** on the patient's chart, choose the **Assessments** tab and choose **Clinical Info Flowsheet** from the drop-down menu.



TASK MANAGEMENT – CHARTING NOT DONE HOSPITAL INFORMATION SYSTEM (HIS)

Order Results

- Navigate to the patient’s chart.
- Select **Orders** from the Table of Contents (Blue bar).
- Select the blue hyperlink font above the Orders titled “**Displayed...**”
- Choose from either a pre-determined Display list from the drop-down menu, or create a custom view by selecting the appropriate options.
 - **Note:** Utilize **All Orders (All Statuses)** from the drop-down menu for quick access.
- Select **Apply** in the **Advanced Filters** window to close and apply the view settings.
- Locate the **Completed Order** that is associated to the task that was charted “*Not Done*”.
- Right-click the Order and choose **Results**.
- Once the Order Information window is opened, the **Not Done** entry can be right-clicked. Choose “*View Details*” to review any notes entered by the end user.





TASK MANAGEMENT – CHARTING NOT DONE HOSPITAL INFORMATION SYSTEM (HIS)

Results Review

- Navigate to the patient’s chart.
- Select **Results Review** from the Table of Contents.
- Select the **Assessments** tab from the list of tabs near the top of the **Results Review** MPage.
- Select **Clinical Info Flowsheet** from the drop-down list.
- In the **Navigator** pane, de-select all the listed items, except for **PowerForm Activities & Interventions**.
- Any of the individual cell’s associated with a **Not Done** can be right-clicked; choose “**View Details**”.

Recent Results: **Assessments** | Allied Results | Ambulatory | Vitals - Recent | Vitals - Extended | Diagnostics | Lab - Recent | Lab - Extended | Microbiology | NRS Review | CCRS Review

Flowsheet: **Clinical Info** | Procedure Selection | Level: **Clinical Info** | Table | Group | List

13-Oct-2024 11:12 - 17-Oct-2024 11:12 (Clinical Range)

Navigator:

- Therapeutic Activity #1
- Long Term Goal #1
- Long Term Goal #2
- Long Term Goal #3
- Patient/Caregiver Goal #1
- Patient Caregiver Goal #2
- NRS Documentation
- Rehab Consent
- Analysis
- PowerForm Activities & Interventions**

	Clinical Info	16/Oct/2024 11:19	16/Oct/2024 11:17	16/Oct/2024 11:16	16/Oct/2024 10:46
PowerForm Activities & Interventions					
Inpatient PT Evaluation - Form			Not Done; Not Done; In	Not Done; Not Done; In	Not Done; Not Done; In
PT Acute/Inpatient Assessment - Form			PT Acute/Inpatient Asses		

	Clinical Info	16/Oct/2024 11:19	16/Oct/2024 11:17	16/Oct/2024 11:16	16/Oct/2024 10:46
PowerForm Activities & Interventions					
Inpatient PT Evaluation - Form			Not Done; Not Done; In	Not Done; Not Done; In	Not Done; Not Done; In
PT Acute/Inpatient Assessment - Form			PT Acute/Inpatient Asses		

Result Details - ZZREHAB, TEAMCONFERENCE - Physiotherapy Follow Up

Result History

Value	Valid From	Valid Until
Not Done	16/Oct/2024 11:17	Current

Result Action List

Inpatient PT Evaluation - Form

Testing Not Done

Date/Time 16-Oct-2024 11:17
Contributor System PowerChart
Status **Not Done**
[Trend](#)

225332509 Result 1 of 2 << Prev Next >> Forward... Close