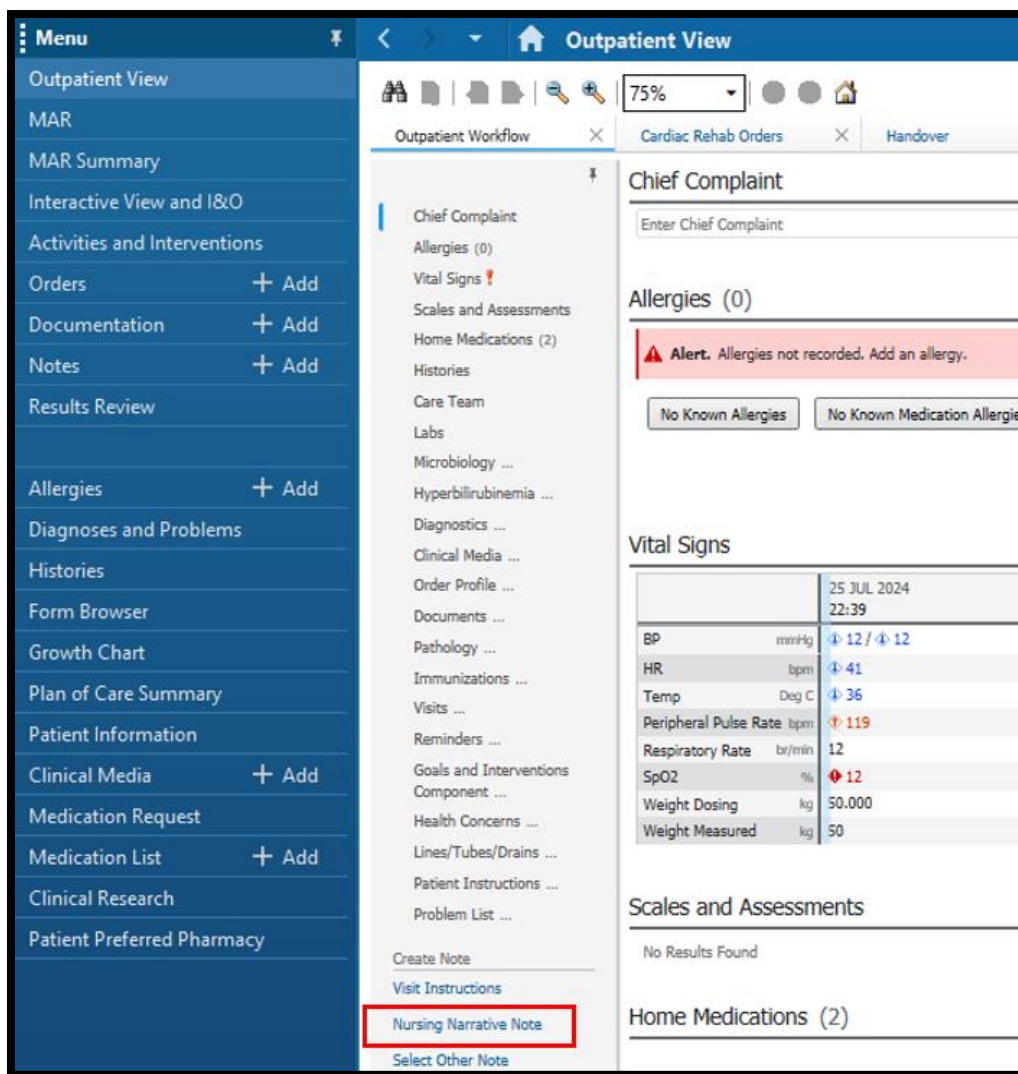


NARRATIVE NOTES

Creating a Free Text Note

The “Free Text” note is the most frequently used note type – this is a good option to use if the note you are creating does not require a template, or if you would like to insert your own template via dotphrase.

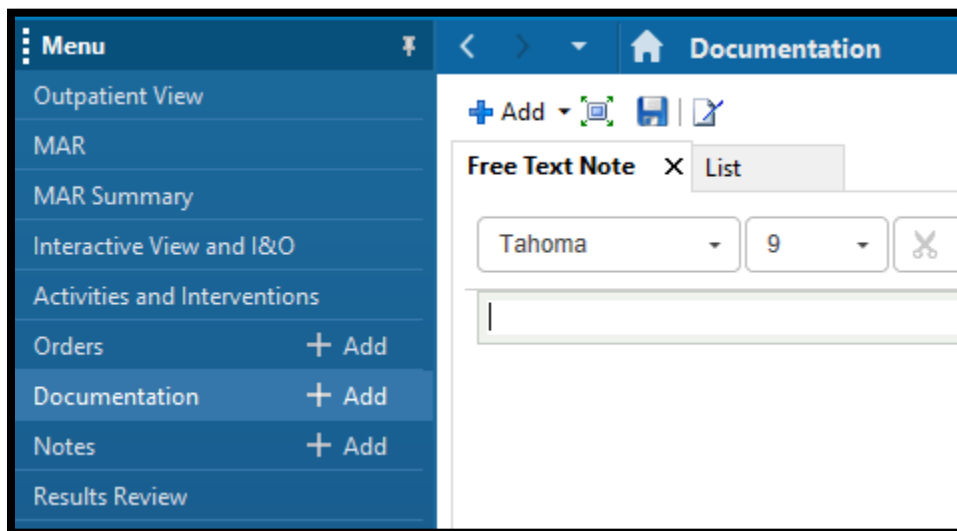
1. From the patient’s chart, within the “Outpatient View” navigate to the bottom of the grey column (Mpage) and click the “Nursing Narrative Note” hyperlink



The screenshot displays the 'Outpatient View' interface. On the left, a blue sidebar menu lists various patient data categories. The 'Nursing Narrative Note' option is highlighted with a red rectangular box. The main content area shows the patient's chart with sections for Chief Complaint, Allergies (0), Vital Signs, Scales and Assessments, and Home Medications (2). The Vital Signs section includes a table with the following data:

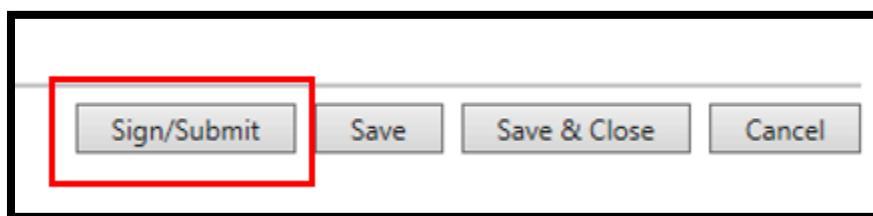
		25 JUL 2024 22:39
BP	mmHg	12 / 12
HR	bpm	41
Temp	Deg C	36
Peripheral Pulse Rate	bpm	119
Respiratory Rate	br/min	12
SpO2	%	12
Weight Dosing	kg	50.000
Weight Measured	kg	50

- This will open the “Free Text Note”, which is just an entirely blank note where you are able to add anything to the note to save onto the patient’s chart:



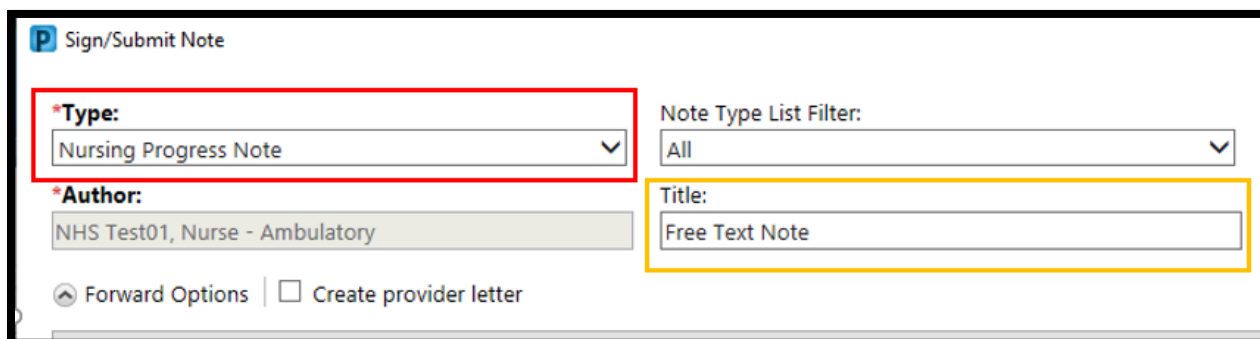
Signing/Submitting the Free Text Note

If you have completed the Free Text note and are ready to add this to the patient’s chart, click the “Sign/Submit” button at the bottom right of the Free Text Note page:



- This will prompt the “Sign/Submit Note” window to open. This is where you will change the note “Type” and the title.

2. Ensure the correct/relevant note “Type” is selected from the dropdown – this will categorize the note within the patient’s chart under the “Documentation” section. Choosing the correct note type is also important to ensure that relevant notes appear on the patient’s
3. Change the title to something relevant and appropriate for the content of the notes, to ensure other providers are able to easily find the note within the patient’s chart in the future.



The screenshot shows a web form titled "Sign/Submit Note". It contains several fields and options:

- *Type:** A dropdown menu with "Nursing Progress Note" selected. This field is highlighted with a red border.
- Note Type List Filter:** A dropdown menu with "All" selected.
- *Author:** A text field containing "NHS Test01, Nurse - Ambulatory".
- Title:** A text field containing "Free Text Note". This field is highlighted with a yellow border.
- Forward Options:** A radio button icon.
- Create provider letter:** An unchecked checkbox.



NARRATIVE NOTES

HOSPITAL INFORMATION SYSTEM (HIS)