



You can now take photos on a **Trust iPad** using the **PPM+ Mobile App**



For **direct care purposes** you do not need written consent to take a photo, however it is important to ask permission if the patient has capacity. If they don't have capacity, then an **Mental Capacity Act Assessment** should be completed. The image can be captured under the patients **best interests**.





To take a photo as part of a clinical note go to the PPM+ mobile app and select **'e-Forms'** from within the patient's dashboard.

Then click on 'Add Clinical Note'

Clinical Note	Clinical Note	DuffielS 🗮
O'TEST, Becky (Ms) NHS number 999 000 1138		
Clinical Note		
Author	Date of activity *	Time of activity *

DUFFIELD, Sarah (Miss)	8 Mar 20)22	11:41	
	08-Mar-2022		Format HH:mm	
Profession *	Special	ty *	Type of note *	
Admin	X V General	Practice X	General X V	
Subject Line				
Image Title Here				
Notes *				
B I <u>U</u> ≟≣ ≔				
Test				
This entry will be added to the overall p	atient Clinical Note Summary			
Please ensure that al	lmandator	y fields are		
completed and a subj	ect line is a	dded for the		
captured	l image(s).			





Scroll down and click the **'Choose File'** button which will open the camera function on the iPad. You can also add additional images via the **'+Add'** button.

Images					
Photos added to this form are not to M	edical Illustration quality and therefore should not be used as an alternative to				
Medical Illustration	Medical Illustration				
Please ensure patient confidentiality is	considered if photos are taken using the PPM+ mobile app				
Attach an image *					
Choose File no file selected					
+ Add					
Total file size must not exceed 20MB					

Images added to clinical notes are **not intended to replace Medical Illustration Photography,** therefore should not be used as an alternative to Medical Illustration and should not be used for diagnostic purposes.

Please ensure **patient confidentiality** is considered when photos are taken using the PPM+ mobile app.





Once the camera has opened on the iPad you can **zoom** into the subject by using the slider on the left. You can also turn on the camera's flash if the lighting condition is poor (Please note this may not be possible if using an iPad mini). To capture the image, click on the white circle on the screen of the iPad.







At the bottom of the captured screen it will give you the option to either use the photo or retake the image.

Click on **'Use Photo'** once you're happy with the image displayed.







Scroll down to the bottom of the page and click the **'submit'** button to add the clinical note to the patient's record.

Clinical Note	Clinical Note	DuffielS
D'TEST. Becky (Ms)		
NHS number 999 000 1138		
Images		
	t to Medical Illustration quality and therefore should r	not be used as an alternative to
Photos added to this form are no	t to mean and stration quality and therefore should h	
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Photos added to this form are no Medical Illustration Please ensure patient confidentia	lity is considered if photos are taken using the PPM+	mobile app
Photos added to this form are no Medical Illustration Please ensure patient confidentia	lity is considered if photos are taken using the PPM+	mobile app



View the completed document within the patient's record on the **desktop version** of ppm+. It is not currently possible to view the captured images on PPM+ Mobile once submitted.





The completed Clinical Note eForm will be displayed within the **'Event List'** on the patient's record. You can filter the list to only show relevant documents by entering **'Clinical Notes'** in the **'Filter Events'** box.

clinical notes		Show Booked and Delivere $$		
Summary	C		Add	_
2022				
08-Mar-2022	Summary	Clinic	cal Notes	



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			Adv	anced Search		Shared information. Better care for you.
Home O'TEST, Becky (Ms) ×					
D'TEST, Becky (Ms)			Current Location TEST EPR ZZZ	≓, TEST EPR ZZZ1 ≓ Born 0	I-Jan-1970 (52y) Gender Female	NHS No. 🔵 999 000 113
Address St. James's Univers	i, Beckett Str Phone		GP BOLAND, M (Dr)	PAS No. 9032410	Allergies: see	GP tab or eMeds
Hospital/ICR	General Practice	Hospice			Не	ight And Weight Results
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iew Patient Details						
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The form will appear on the right. Click the drop down box and click on **'View Document'**. Then Click on **'Expand'** which will open the Clinical Note in a pop up window.





You may need to scroll down to view the image in full.

Clinical Note			×
O'TEST, Becky (Ms)			
Born 01-Jan-1970	Gender Female	NHS No. 999 000 1138	
Clinical Note			
Author	Date of activity	Time of activity	
DUFFIELD, Sarah (Miss)	08-Mar-2022	11:41	
Profession	Specialty	Type of note	
Admin	 General Practice 	General	

3	Subject Line
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The document can be **withdrawn** just as any other Clinical note on ppm+. Enter a reason for withdrawal before clicking the **'withdraw'** button.

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	<u>ر</u> 2	Withdraw	×	Sign Out 👻 📕	EEDS CARE RECORD
lome Ward 🗙 O'TEST,	Becky (Ms) 🗙	Are you sure you want to permanently withd patient's record?	raw, but not delete, the following document from this	St	ared information. Better care for you
)'TEST, Becky (Ms)		If yes, please enter a reason why this docun	nent is being withdrawn.	'0 (52y) Gender Female	NHS No. 🔵 999 000 1'
ddress St. James's Universi	, Becke Phone			Allergies:	see GP tab or eMeds
Hospital/ICR	General Practic			Hei	ght And Weight Result
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ew Audit Log	Summary <i>C</i>				🖻 Withdra
linical Record Types	2022				
TEST, Becky (Ms)	08-Mar-2022 Summary		Canaal		
	16-Feb-2022 Summary		Cancer		
erts (9)	31-Jan-2022 Mental Capa	4AT Assessment Test For Delirium			
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eMeds Allergies 🛛 🖉 🖕	25-Jan-2022 Alerts	ReSPECT	DUFFIELD, Sarah (Miss)		
vternal Systems	14-Jan-2022 Alerts	Data Quality			
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eeds Health Pathways	2021		Time of activity		
lore 🕨	10-Dec-2021 Alerts	Data Quality	11.41		
	07-Dec-2021 Alerts	Data Quality	Saved DUFFIELD, Sarah (Miss) Clerical Officer, The	Leeds Teaching Hospitals	Saved 08-Mar-2022
	16-Nov-2021 Admin forms	Patient's Personal Disclaimer - SI	by NHS Trust		at 11:43

Please see the current Consent to Examination or Treatment Policy, version 9 by <u>Clicking Here</u>

Guidance for clinical photography can be found in Apendix A section VIII.