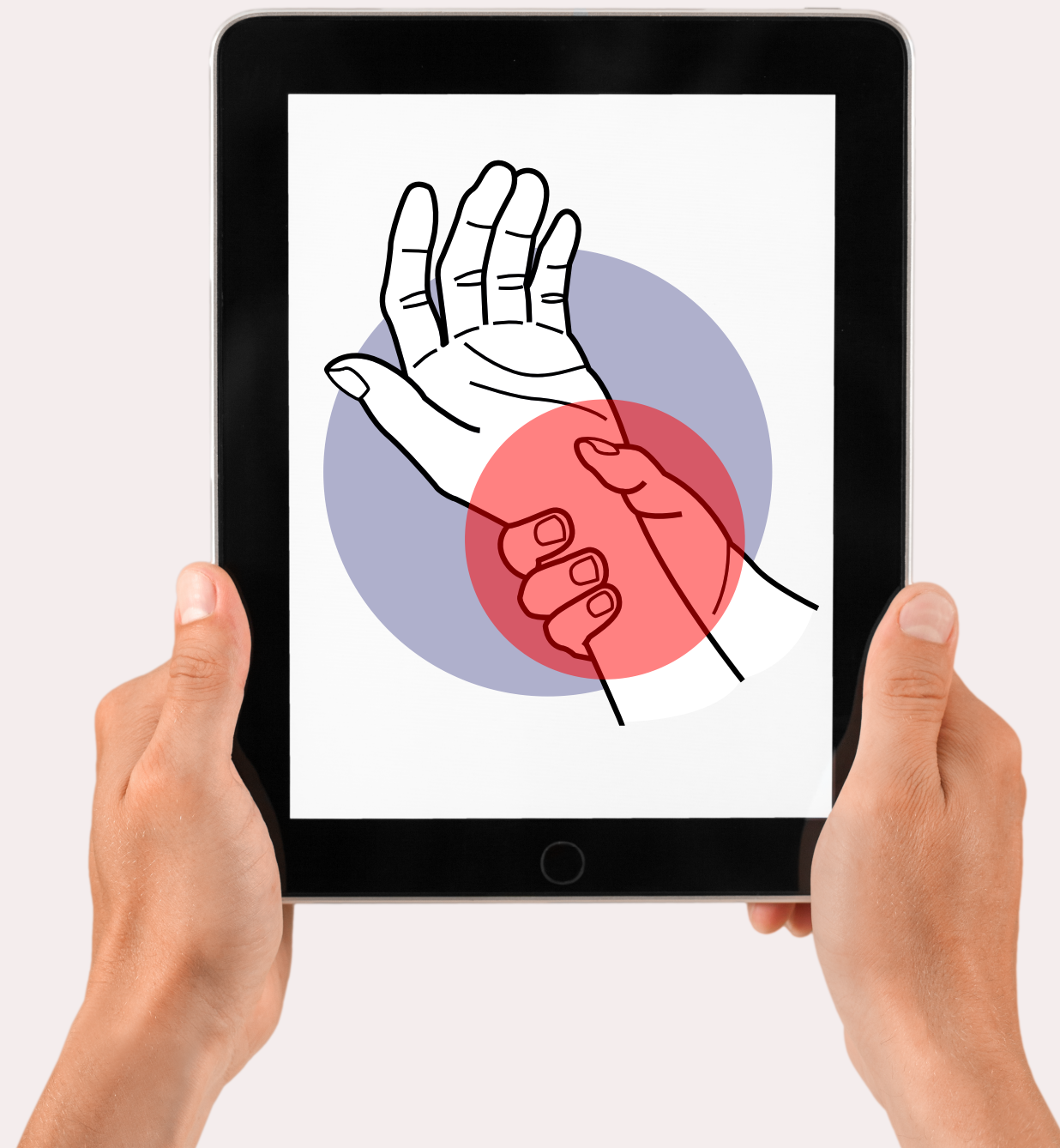


Taking Photos In Clinical Note

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**.

Taking Photos In Clinical Note

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 DuffieldS

O'TEST, Becky (Ms)
NHS number 999 000 1138

Clinical Note

Author	Date of activity *	Time of activity *
DUFFIELD, Sarah (Miss)	8 Mar 2022 <small>08-Mar-2022</small>	11:41 <small>Format HH:mm</small>
Profession *	Specialty *	Type of note *
Admin	General Practice	General

Subject Line
Image Title Here

Notes *
B I U
Test

This entry will be added to the overall patient Clinical Note Summary

Please ensure that all **mandatory** fields are completed and a subject line is added for the captured image(s).

Taking Photos In Clinical Note

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.

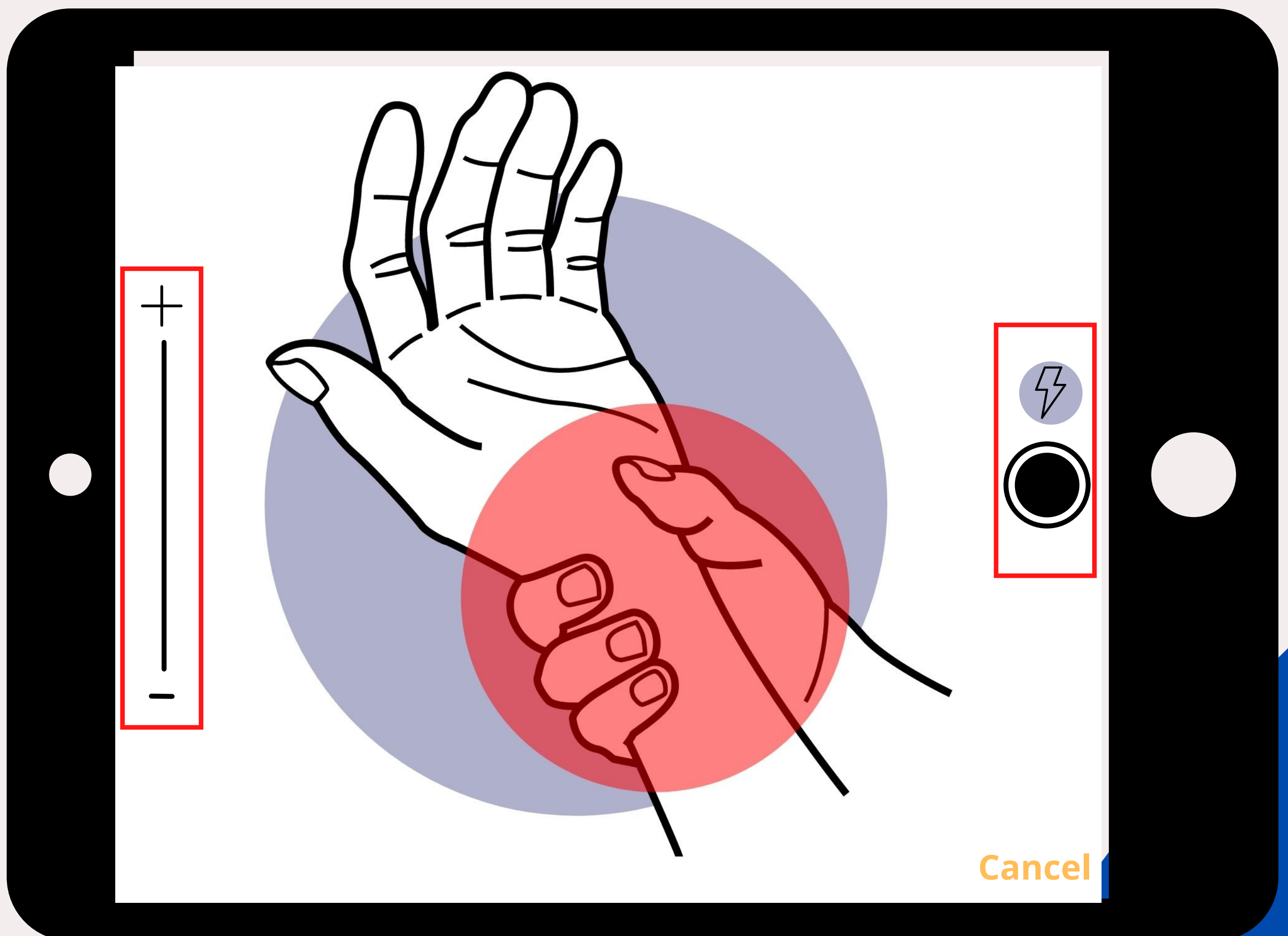
The screenshot shows a form titled 'Images'. At the top, there is a red warning box with the text: 'Photos added to this form are not to Medical Illustration quality and therefore should not be used as an alternative to Medical Illustration' and 'Please ensure patient confidentiality is considered if photos are taken using the PPM+ mobile app'. Below this is a section titled 'Attach an image *' which contains a 'Choose File' button (with 'no file selected' text next to it) and a blue '+ Add' button. At the bottom of this section is a yellow box with the text: '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.

Taking Photos In Clinical Note

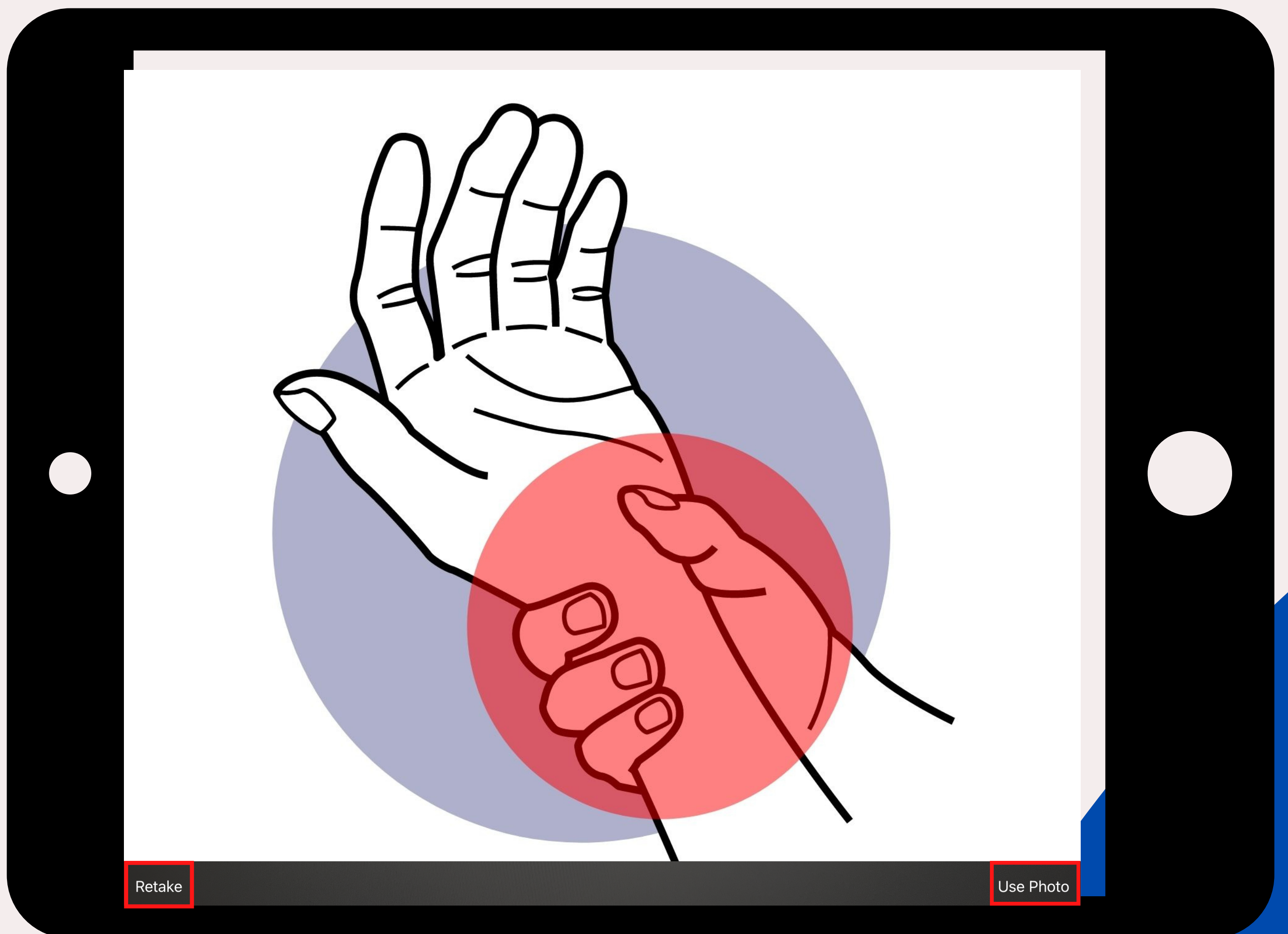
Once the camera has opened on the iPad you can **zoom** into the subject by using the slider on the left. You can also turn on the camera's flash if the lighting condition is poor (Please note this may not be possible if using an iPad mini). To capture the image, click on the white circle on the screen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



Taking Photos In Clinical Note

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.



Taking Photos In Clinical Note

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

11:42 Tue 8 Mar

Clinical Note Clinical Note DuffielS

O'TEST, Becky (Ms)
NHS number 999 000 1138

Images

Photos added to this form are not to Medical Illustration quality and therefore should not be used as an alternative to Medical Illustration

Please ensure patient confidentiality is considered if photos are taken using the PPM+ mobile app

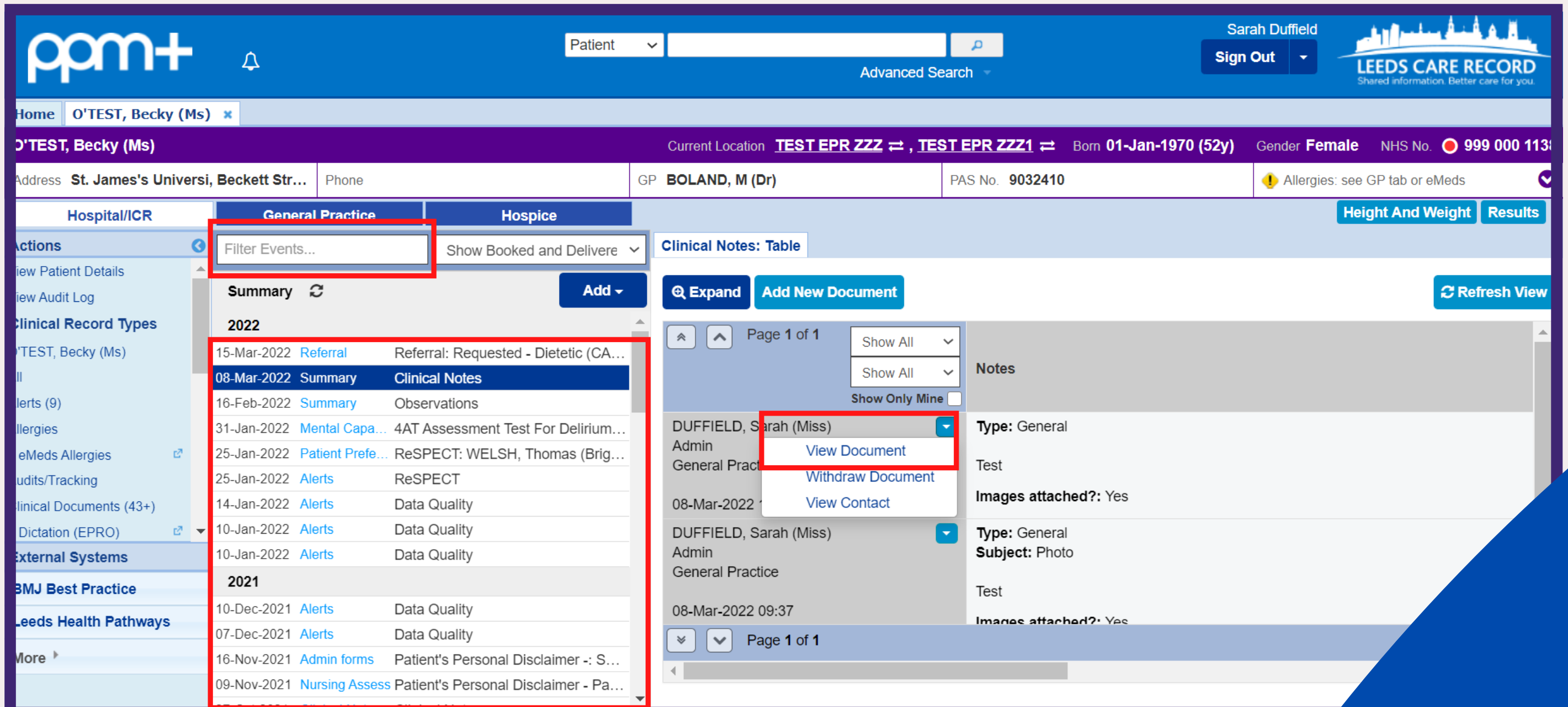
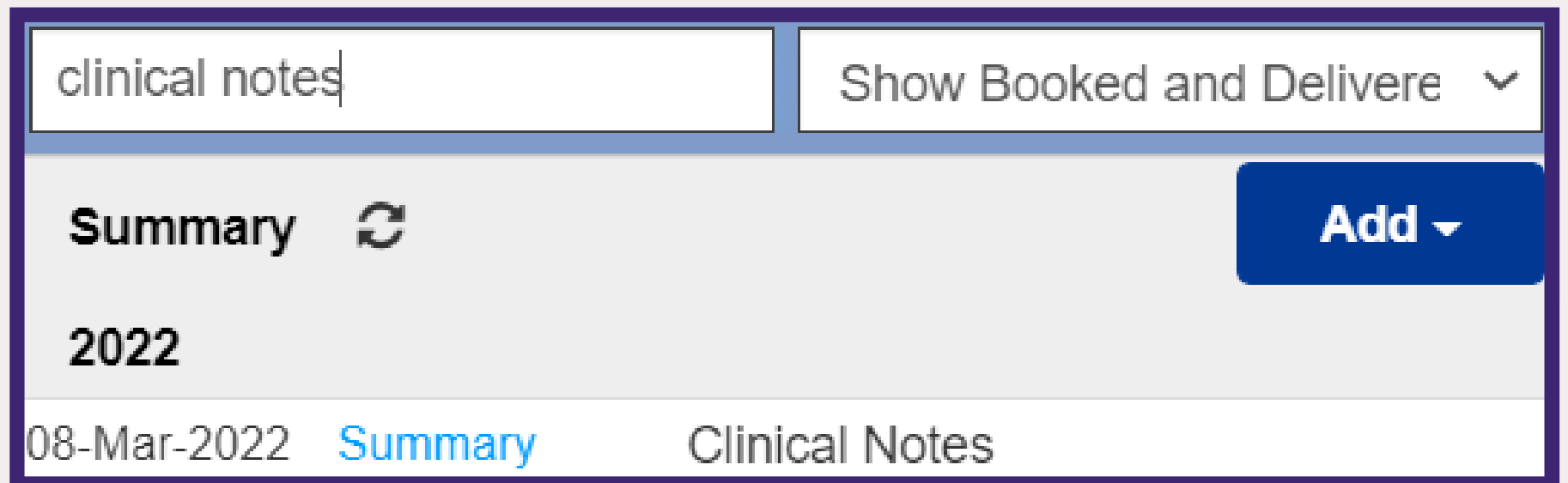
Attach an image *

Discard Autosaved: a minute ago Save Draft Submit

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.

Taking Photos In Clinical Note

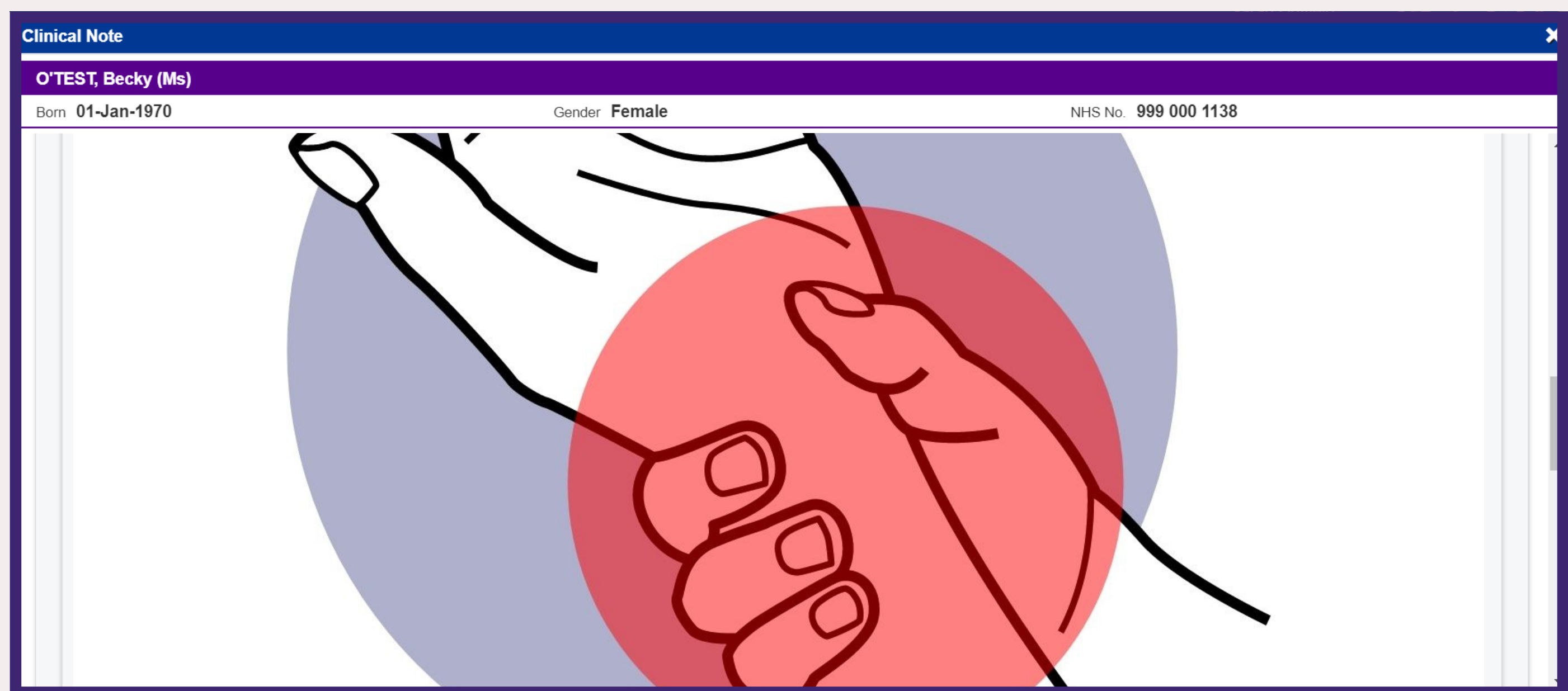
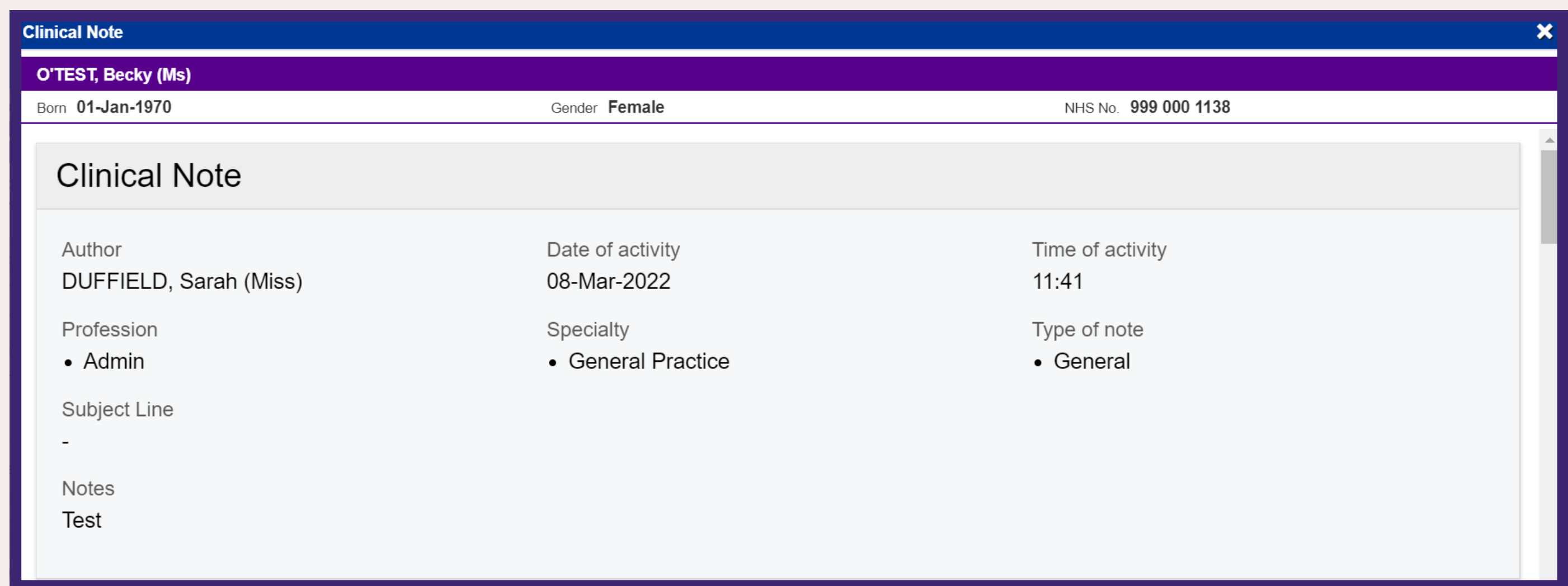
The completed Clinical Note eForm will be displayed within the 'Event List' on the patient's record. You can filter the list to only show relevant documents by entering 'Clinical Notes' in the 'Filter Events' box.



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.

Taking Photos In Clinical Note

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



Taking Photos In Clinical Note

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

The screenshot shows the ppm+ interface for a patient named O'TEST, Becky (Ms). A 'Withdraw' dialog box is open, asking for confirmation to permanently withdraw a document and requiring a reason. The 'Withdraw' button is highlighted with a red box. The background shows a list of clinical records and a patient summary.

Year	Date	Type	Description
2022	08-Mar-2022	Summary	
	16-Feb-2022	Summary	
2021	31-Jan-2022	Mental Capa...	4AT Assessment Test For Delirium...
	25-Jan-2022	Patient Prefe...	ReSPECT: WELSH, Thomas (Brig...
	25-Jan-2022	Alerts	ReSPECT
	14-Jan-2022	Alerts	Data Quality
	10-Jan-2022	Alerts	Data Quality
	10-Jan-2022	Alerts	Data Quality
2021	10-Dec-2021	Alerts	Data Quality
	07-Dec-2021	Alerts	Data Quality
	16-Nov-2021	Admin forms	Patient's Personal Disclaimer...

Please see the current Consent to Examination or Treatment Policy, version 9 by [Clicking Here](#)

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