

ppm+ Clinical Note

User Guide

Contents Page

Page 3 - Adding a Clinical Note from a desktop PC or Laptop

Page 5 - Filtering a Clinical Note

Page 6 - Adding a Clinical Note from an iPad

Page 7 - Useful Contacts

Adding a Clinical Note from your desktop PC or Laptop

1

From your Ward View/MPV click the blue action button and select **Add Clinical Note**.

ACTION	Ward	Bed	Patient	Age	Since Arrival	Task
Bed Unassigned						
	TEST EPR ZZZ		EDITESTPATIENT Three	18y	47d 20h 51m	2 (2 over)
	TEST EPR		TESTPATIENT Itu	65y	18d 21h 28m	3 (3 over)
			TEAM Three	5y	118d 17h 52m (WA)	5 (5 over)
			TEAM Seven	78y	46d 23h 29m	5 (5 over)

Single Patient View

eMeds

Add Clinical Note

Dictation (EPRO)

Add Clinical Document

If you have completed your contacts on PPM+ then it will pre-fill the fields in the Clinical Note.

Clinical Note [X]

EDITESTPATIENT, Seven Born: 16-May-2003 (17y 10m) Gender: Male NHS number: 999 999 9522

Address: St. James's Universi, Beckett Street, Leeds, ., LS9 7TF PAS number: 4999917

Clinical Note

Author: RAJA, Fatima (Ms) Date of activity*: 08/04/2021 (08-Apr-2021) Time of activity*: 15:20 (Format HH:mm)

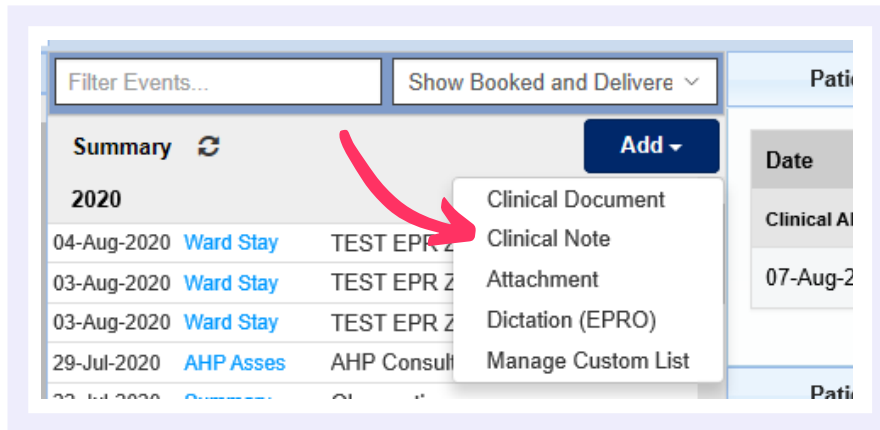
Profession*: Select... Specialty*: Select... Type of note*: General

Subject Line:

Notes*:

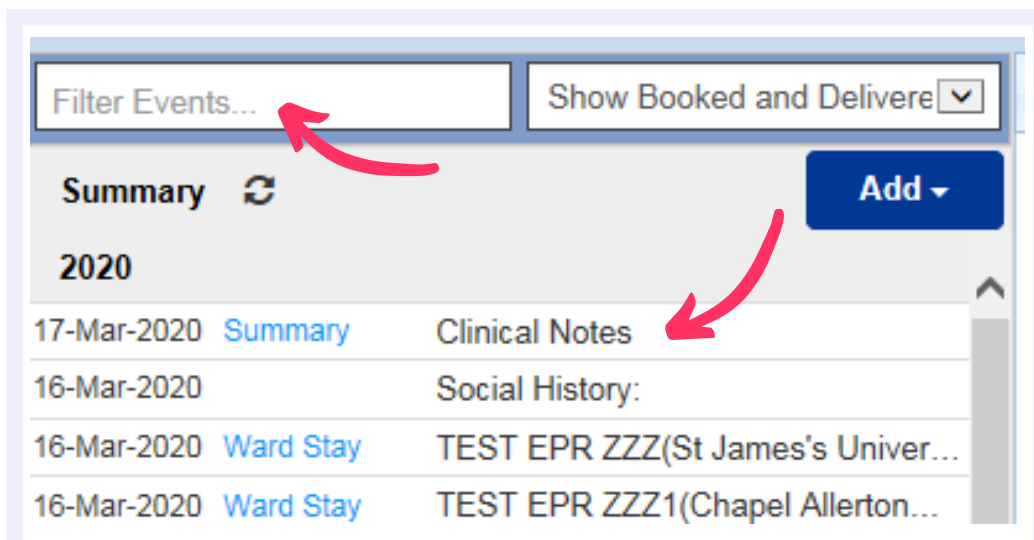
2

You can also add a Clinical Note from the Single Patient View. Click on **Add** and then select **Clinical Note**.



3

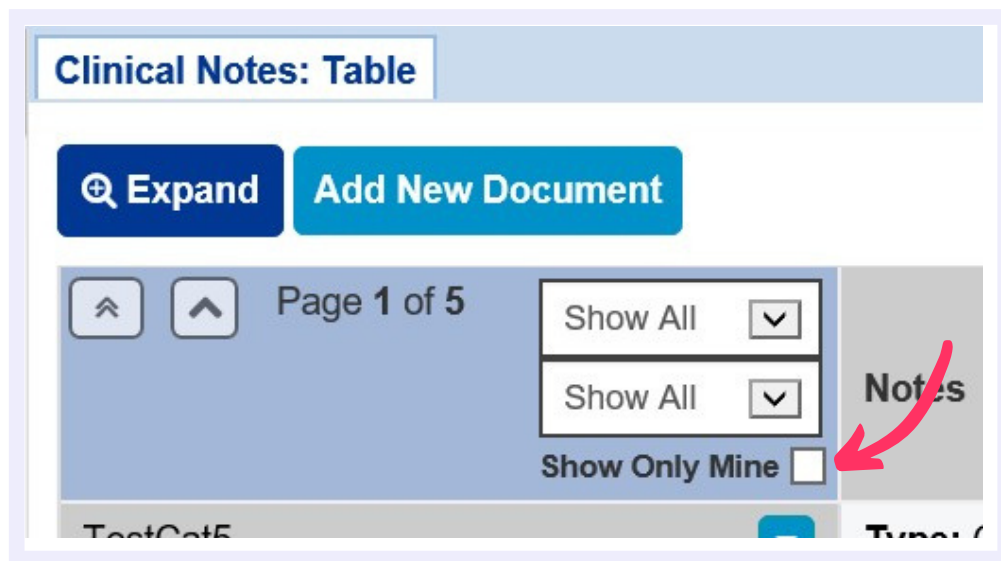
You can **View a submitted Clinical Note** by clicking on the Clinical Notes entry in the Patient Summary. Alternatively, you can search for it in the Summary search bar.



Filtering a Clinical Note

4

You can **Expand the Clinical Notes** table as well as filter it down to only view clinical notes submitted by you. This can be done by ticking the **'Show Only Mine'** box.



5

You can **Add Multiple Filters** to make it easier to search for specific clinical notes.

The screenshot shows a table with four columns: Profession, Specialty, Type, and Organisation. Each column has a dropdown filter. Red arrows point to the dropdown arrows for 'Nursing', 'Accid...', and 'Gene...'. The table contains three rows of data, all showing 'Nursing' for Profession, 'Accident and Emergency' for Specialty, 'General' for Type, and 'The Leeds Teaching Hospitals NHS Trust' for Organisation.

Profession	Specialty	Type	Organisation
Nursing	Accident and Emergency	General	The Leeds Teaching Hospitals NHS Trust
Nursing	Accident and Emergency	General	The Leeds Teaching Hospitals NHS Trust
Nursing	Accident and Emergency	General	The Leeds Teaching Hospitals NHS Trust

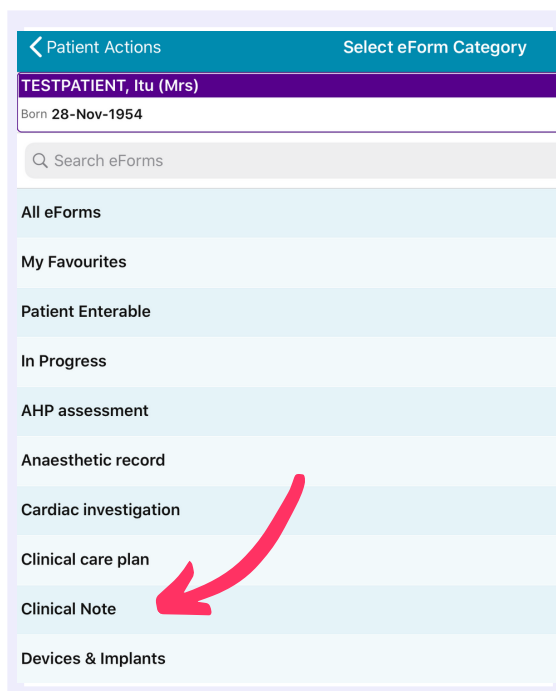
Adding a Clinical Note using an iPad via the **ppm+ mobile** app

1



From your Patient's Actions select **eForms**.

2



The **Search eForms** field can be used to search for Clinical Note. Alternatively you can select it from the list.

Useful contacts

Please contact the **Implementation Team** for **Digital support & Training**: Handover, Specialist Referrals, PPM+ Mobile, e-Obs, PAWS...

Ext: 60599

leedsth-tr.ImplementationTeam@nhs.net

Please contact the **Informatics Service Desk** at **x26655** or visit the portal at <https://lth-dwp.onbmc.com/> to:

- Reset your password.
- Report a problem you are having within PPM+ functionality.
- Report a data quality problem within PPM+.
- Request new user accounts for PPM+.
- Disable PPM+ accounts for any leavers from your department.

Please contact the **PPM+ EHR team** at leedsth-tr.EPR@nhs.net if you have any development ideas or comments on your experience of using the EHR.

If you would like to make a **request for change to PPM+**, please contact us at: leedsth-tr.EPR@nhs.net with a completed **Request For Change (RFC)** form available here.

Please contact the **IT Training Department** at ITTraining.LTHT@nhs.net if you require further training on PPM+ or any other Clinical System.

PPM+ Help Site: <https://www.ppmsupport.leedsth.nhs.uk/>