



Accepted to Oncology Bed Base

User Guide

For further information please contact: <u>Andrew.viggars@nhs.net</u>





Finding the list

All new/current doctors working in the department should be given access to the weekend handover list. If you do not have access please ask a colleague or supervisor so that you can be added to the shared list. All medics are given edit access to the list so that you can add/remove patients from the list. This also means you should be able to share the list.

The list can be found by first clicking on **"browse lists"** on the ppm+ Homepage.

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	Home								
\	Actions (0	Ay Notifications	My Recent P	Patients	4y Recent Lists			
7	Patient Lists Browse List Costem Patient List Custem Patient List eDAN Ward (Old View) Unplanned Patient List Bed State Contacts Browse Contacts Manage Addresses Desarth	> > > > > > > > > > > > > > > > > > > >	oming Soon.	EDITESTP Barn 01-Jas TESTPATII EDITESTP Barn 10-No EDITESTP Barn 16-Ma TESTTEAM Barn 26-Oc COOKLAN Barn 01-Jas TESTTEAM Barn 01-Jas	DATERT: Trendycene DATERT: Trendycene Date: José 199 99 99 99 99 Date: José 199 99 99 99 99 Har JOSE 199 99 99 99 99 99 Har JOSE 199 99 99 99 99 99 Har JOSE 199 99 99 90 90 99 Har JOSE 199 99 90 90 90 90 90 Har JOSE 199 90 90 90 90 90 90 90 90 90 90 90 90 9	Weid - TIGTT (PR, ZZZ wom TGTT (PR, ZZZ) JUZZ wom TGT (PR, ZZZ) JUZZ wom TGT (PR, ZZZ) Weid - XZY (LOI) Weid - XZ (LOIS) (CLOIH) Weid - XZY (LOIN) Weid - XZY (LOIN) (CLOIH) Weid - XZY (LOIN) Weid - LOI (LOIHY) Weid - XZY (LOIN)			
	Browse Reports	>				Ward - 12 (SJUH)			

2 Then select **"custom patient lists" -> "my custom patient lists"** from the menu. Then select **"accepted to oncology bed base"** from the final menu.

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	Home Browse Patient Lists ×			
	Patients Lists	Custom List Categories		
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7	Custom Patient Lists Your saved multi patient custom lists	My Custom Patient Lists		
	Inpatient (Wards)	My Teams Custom Patient Lists	0	
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	Multidisciplinary Teams Available MDT's for you	Outpatient (Clinics)	0	
	Operating Theatres Available operating theatres	Operating Theatres	0	
	Outpatient (Clinics) Available Clinics for you	Hultidisciplinary Teams	0	
	Referrals	By Inpatient (Wards)	29	
	Available Referral lists for you	Virtual Lists	0	
	Virtual Lists Available Virtual lists for you	Referrals	0	





Using the List

You will be taken to the accepted to oncology bed base list. This may be blank if all other accepted patients have been brought into the bed base or may have people on it:

Edit	ppm+	۵		Patient V	Advan	Andrew Viggers Sign Out 👻	LEEDS CARE RECORD					
Custom List	Home Browse Patient Lists	Custom Patient List										
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20	Edit Custom List	Action	Patient	NHS Number	- Ape	 Ward 	Review Date	Comm	ents			
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	External Systems											
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	UpToDate	Showing 0-entries										
	Leeds Health Pathways											

To add patients to the list there are two options:

Click **"edit custom list"** on the handover screen (above), filter for patients (only option) and then search for the NHS number of the patient you wish to add. Once that patient appears you can click the **'+'** to add them to the list. You can also remove the patient if added in error (or the task for them has been completed) by clicking the **'bin'** sign next to them.

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Home Browse Patier	t Lists × Edit Custom List ×			
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Patient		~		
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		Search		
Cancel				Save

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On the patient's single patient view, click on the **'add'** drop down menu. The **2 On the patients single patient view, energy and the '+'** sign next to the **'accepted to**

oncology bedbase' sign.

ppm+	۵	Pas	ient 👻		Advanced Sear	ρ th −		Andrew Viggars Sign Out 🗣	LEEDS CARE RE	
Home										
				Current Location			Bom	Gender M	lale NHS No. 🥥	
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Clinical Record Types	2021	Clinical Document	Hart Pro	ority Alerta						
	04-May-2021 Ward Stay	Day Ward Ei Clinical Note								
44	04-May-2021 Clinical Note	COE: UGI W Attachment	29-	DALACOD	A ReSPECT plan for emerge	ency care, including a DO NO SDECT from and COD decision	T ATTEMPT CARDIC	PULMONARY RE	SUSCITATION decision, policable, take this DNA	is in
Alexen (1)	04-May-2021 Summary	Observation Dictation (EPRO)	2021	UNAUPR	status into account.					
Allersies	Of-May-2021 Call Networks	Falls Prevention List						_		
el·leds Allergies 6	04-May-2021 Summary	Pars Prevention Gare Part	CINCA	Alerts						
Audits/Tracking (3)	04-May-2021 Microbiology		28-	-	A ReSPECT plan for care in emergency situations has been completed. Please read and consider these recommendations in					s in
Clinical Documents (81+)	04-May-2021 MDT Review		Apr- 2021	ReSPECT	event of clinical deterioration					
Dictation (EPRO) #	04-May-2021 Annotation		2021							
WINDIP Scanned Notes ->	03-May-2021 Nutrition		Adminis	trative Alerts						
Encounters/Events (80)	03-May-2021 Summary		30-	E.u.						
Medications	03-May-2021 Summary		Oct-	Quality	Patient is Merge Target					
eMeds Prescription Chart 🕫	10 May 2021 Consultation		2020							
Observations (1)	03-May-2021 Lab Results									
Orders (8)	03-May-2021 Summary									_
External Systems	03-May-2021 Summary		UGI	oncology						
BMJ Best Practice	02-May-2021 Lab Results									
UpToDate	02-May-2021 Lab Results									
	01-May-2021 Referral		UGI MDT	For NJ feeding:	Borderline for resection; Not s	uitable for definitive chemoral	diation: For OPA in su	rgical clinic in Lee	5 5.	

As per the TCI JONA list the "comments" section is completed for the handover, so things can be added like "accepted under the care of Dr" or "only to transfer following negative COVID swab" etc.

Patients should be deleted by the clinical team looking after the patient once the patient has safely been transferred. Whilst the bed managers do have access to view this list, they don't have the admin rights to add/remove patients.

Please do also ensure that when patients are accepted that the bed managers are made aware as per the usual processes.