

# Updates to Patient's Personal Disclaimer ppm+

The **Patient's Personal Disclaimer** eForm can be completed via the **PPM+ mobile app** and the **desktop version** of PPM+.



The eform can be accessed via **eForms** in the **PPM+ mobile** app or by using the **Add Clinical Document** function on the **desktop version** of **PPM+**. Enter **Patient's Personal Disclaimer** in the **Search Field** and select **Patient's Personal Disclaimer**. You can also save this to your **favourites** by clicking on the **star**.

A screenshot of the 'Add Document' interface in the PPM+ desktop version. It shows a search bar with 'patient's personal disclaimer' entered, a 'Show All' dropdown, and a 'Sort By Favourites' dropdown. Below these is a list of documents, with 'Patient's Personal Disclaimer' highlighted and marked with a star icon. A 'Nursing Assessment Tool' is also visible.

When you select **Leeds Teaching Hospitals NHS Trust**, another section of the form will appear on the dashboard to fill in the **Document Disclaimer** for the patient.

A screenshot of the 'Patient's Personal Disclaimer' form. It shows a sidebar with 'Patient's Personal Disclaimer', 'Acceptance of Valuables Deposit', 'Patient's Valuables', 'Documentation Disclaimer', and 'Witnessed By'. The 'Documentation Disclaimer' section is highlighted with a red box. The main form area shows 'Which form do you require?' with 'Patient's Personal Disclaimer' selected. Below this is the 'Acceptance of Valuables Deposit' section, which includes a 'Trust' dropdown with 'Leeds Teaching Hospitals NHS Trust' selected. A red box highlights the 'Trust' dropdown and the text below it: 'I have been made aware that Leeds Teaching Hospitals NHS Trust (hereinafter referred to as "the Trust") has facilities for the deposit of money and valuables during my stay in hospital.'

A screenshot of the 'Documentation Disclaimer' form. It shows an 'Instruction' section with a red box around the text: 'It is compulsory to gain consent from all patients for any of their clinical documents to be kept at their bedside.' Below this is the 'Documentation Disclaimer' section, which includes a red box around the text: 'I consent to clinical documents to be kept at my bedside \*' with 'No' selected. Below this is another red box around the text: 'All patient clinical documents for this patient must be stored in a locked cupboard on the ward and not kept at the bedside. Failure to comply will result in a breach of information governance.'

If the patient does **not** give **consent**, or they are **unable to consent**, a box will appear reminding the clinician that **all patient clinical documents for this patient must be stored in a locked cupboard on the ward and not kept at the bedside**. Failure to comply will result in a **breach of Information Governance**.