



The Leeds
Teaching Hospitals
NHS Trust

ppm+

Ward Round Dashboard

USER GUIDE



#LeedsDigitalWay

CONNECTS • TRANSFORMS • IMPROVES

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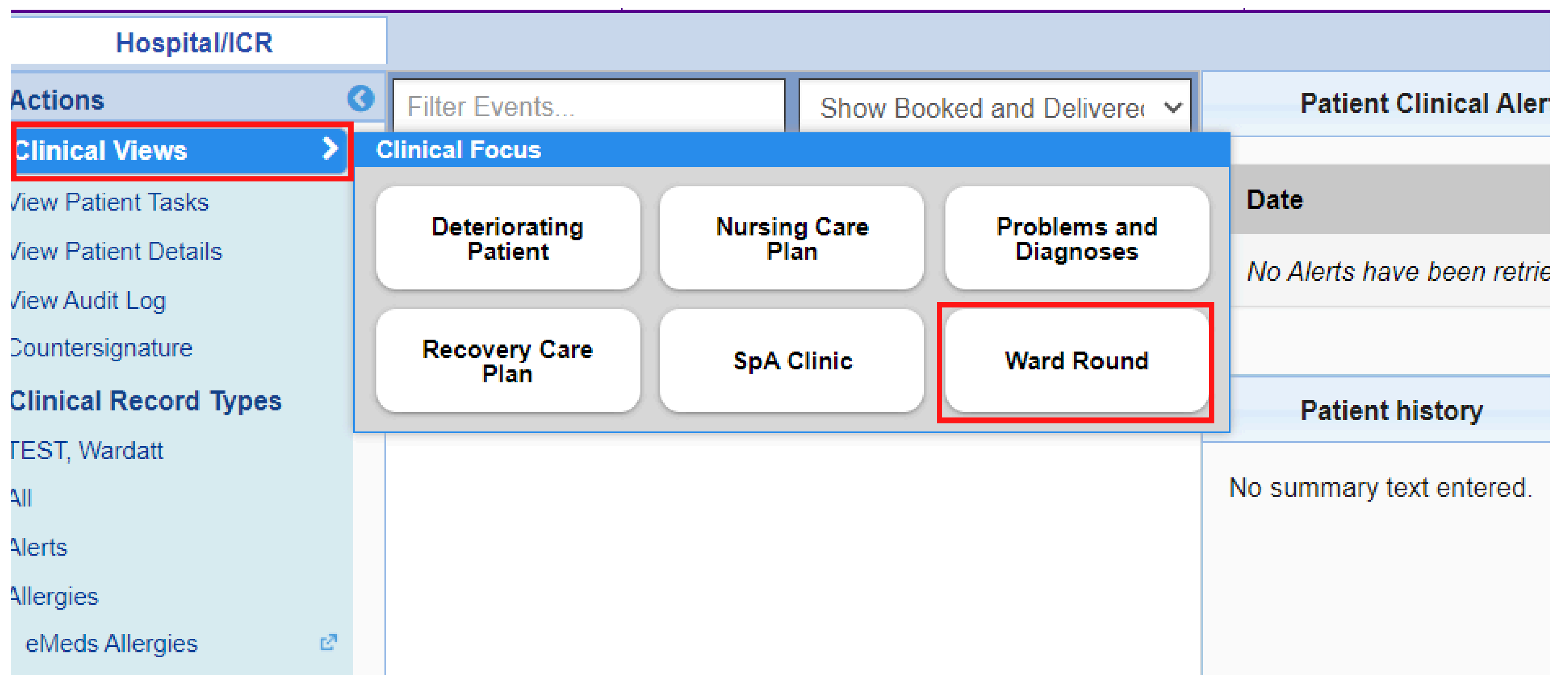
Accessing the Dashboard

1

To access the **Ward Round Dashboard**, within your **Patient's Single Patient View** on the **desktop version** of **PPM+**, select **Clinical Views**.

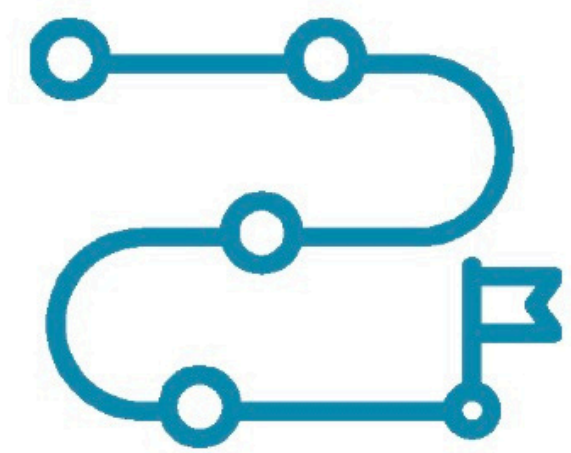
2

Then select, **Ward Round**.



3

You can also access the **Ward Round Dashboard** via the **PPM+ Mobile app** on a **Trust iPad**. Access your Patient's **Patient Action view** and select **Clinical Views**.



Clinical Views

4

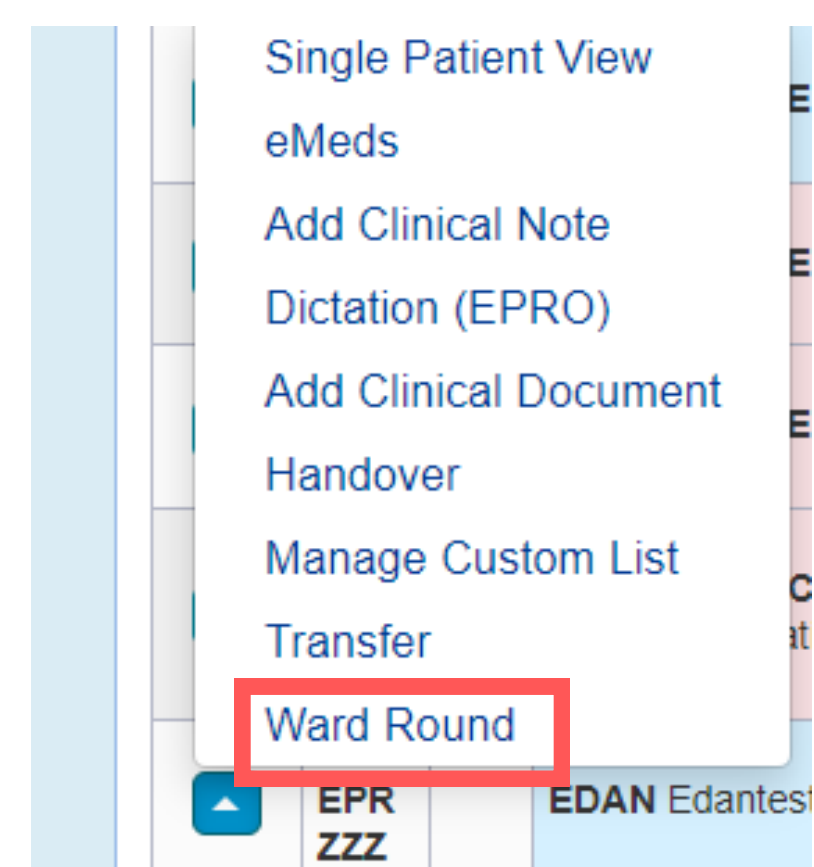
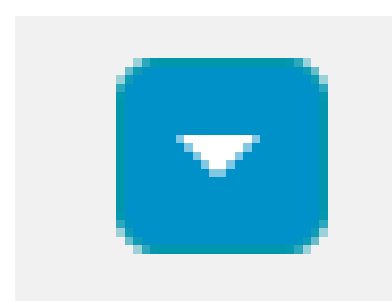
Then select, **Ward Round**.

Ward Round

For more information on how to use the **PPM+ Mobile app** itself, please [Click Here](#).

5

It is also possible to access a **Patient's Ward Round dashboard** via a **Ward's Multi Patient View** or the **Currently Admitted Patient Custom Patient List type**. Click on the **blue square** in the **Action column** for your **Patient** and then click on **Ward Round**.



Dashboard Feature Overview

The screenshot displays a patient dashboard with the following components:

- 1 Admissions:** A table showing admission history. The first row is highlighted in green, indicating the current admission: 26-Feb-2024 to Present, TEST EPR ZZZ(St James's University Hospital), Abbas A, 26/02/2024, The Leeds Teaching Hospitals NHS Trust.
- 2 Diagnoses Relevant to current episode of care:** A list of diagnoses relevant to the current admission. It includes 'Provisional, Asthma: Active' with a 'Recommended' status and a 'Mark as Irrelevant' button.
- 3 Problems & Diagnoses:** A section for managing diagnoses. It includes a 'Quick Add' button, a 'New Diagnosis' button, and a list of diagnoses with filters (All, More...) and sort options (Most Recent, keywords).
- 4 Allergies - From Medchart/eMeds:** A list of allergies. It includes 'nuts' (Active - Confirmed) and 'LIDOCAINE (Generic Manuf)' (Active - Confirmed).
- 5 Clinical Notes:** A section for viewing and adding clinical notes. It includes filters for Type, Profession, Specialty, and Organisation, and a list of notes with details like 'Type: Discussion with family / others' and 'Subject: Discharge plan'.
- 6 Tasks:** A section for viewing and managing tasks. It includes filters for Due / Overdue, Sort By (Due Soonest), and a list of tasks with due dates and times.

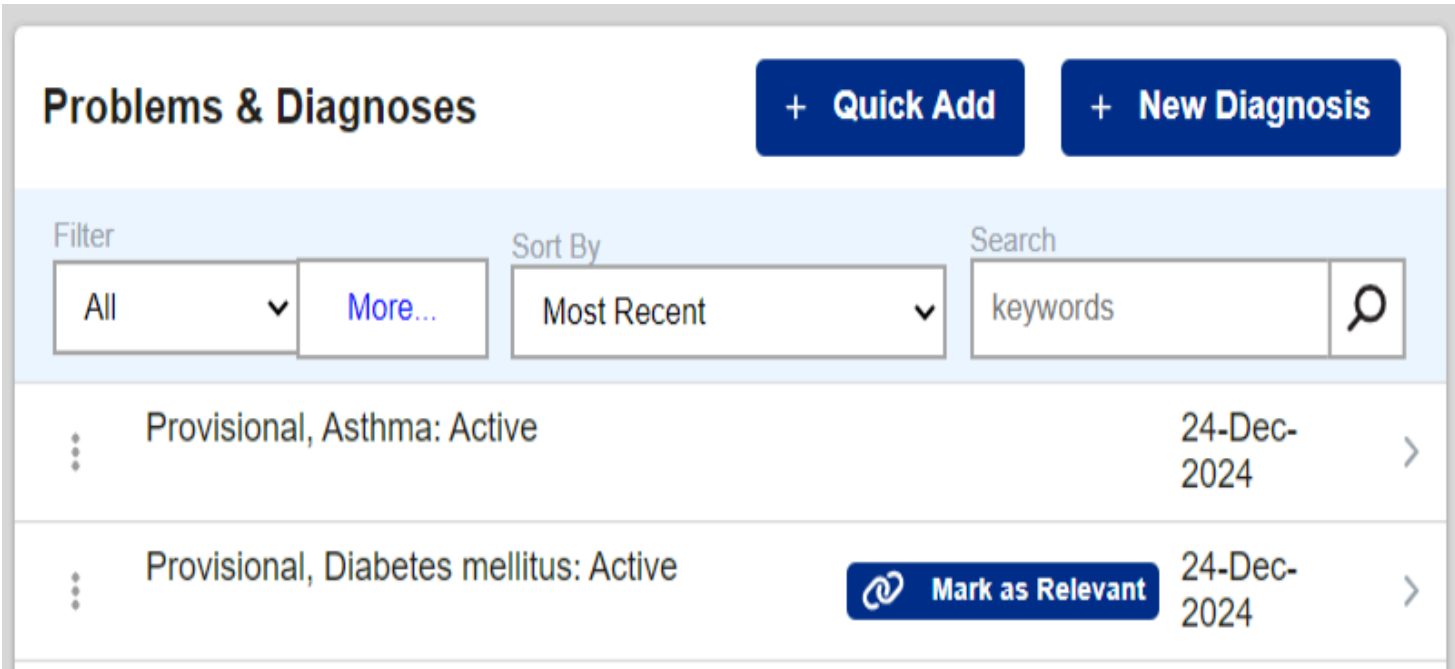
- The **Admissions** widget will show the **Current & Recent** admissions for your patient. An admission highlighted in **Green** is the current admission.
- When a **Diagnosis** has been **marked as relevant** in the **Problems and Diagnoses** widget, it will appear in the **Diagnosis Relevant to current episode of care** widget.
- The **Problems & Diagnoses** widget will show any **Diagnoses** added into the **Patient's record** via the **Problems & Diagnoses Dashboard**, via the **Ward Round Problems & Diagnoses** widget or via another **Problem & Diagnoses** widget on another dashboard either during a **previous admissions, appointments** or from the **Patient's current admission**. You can **add, withdraw** and **edit** a **Diagnoses** from this widget.
- The **Allergies - From Medchart/eMeds** will automatically populate with the **allergies** for the Patient via **eMeds**. This widget is **view only**. Click into the entry of interest for more information.
- Clinical Notes** shows a list of **Clinical Notes** for the patient. You can filter the **Clinical Note** widget by **Clinical Note Type, Speciality, Profession** and/or **Organisation**. This can be done by using the **filters** within the **Clinical Note** widget. You can also **add a new Clinical Note** via the **Clinical Note** widget.
- The **Task** widget shows **all tasks** for your **Patient**. The functionality of the **Task** widget is the same as the **Task window** via the **Multi Patient View** and **Patient Tasks** in the **Single Patient View**.



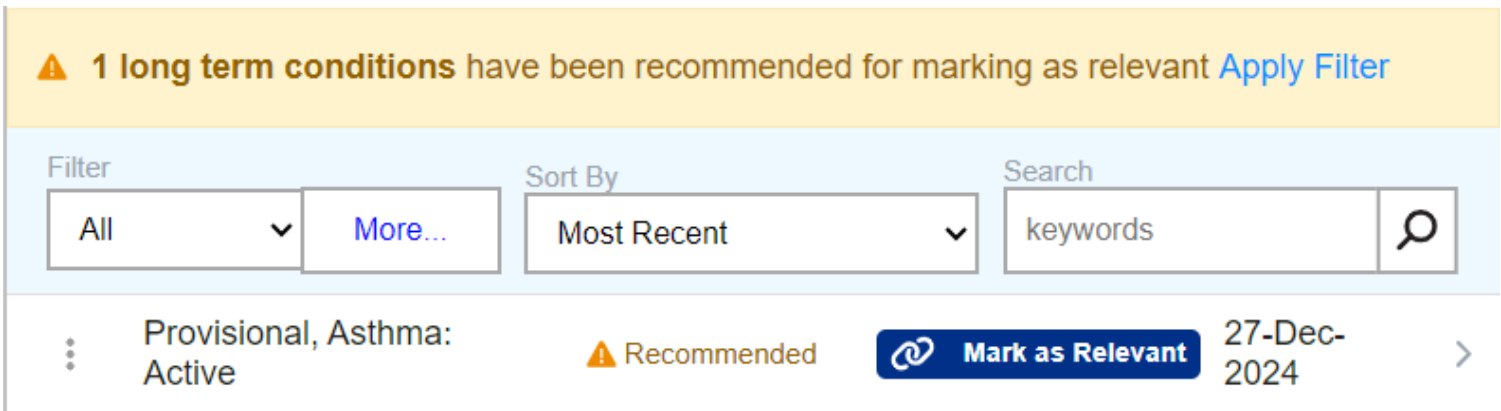
Problems & Diagnoses

Any previous **Diagnosis** will appear in the **Problems and Diagnoses widget** in the **Ward Round Dashboard**.

1 Please see the **Diagnosis user guide** to understand how to **add, edit** and **withdraw** a **Diagnosis** for a **Patient** via the **Problems & Diagnoses** widget by **Clicking Here**.



2 Within the **Problems & Diagnosis widget**, the system may **recommend Diagnoses/Conditions**, that have been recorded for the **Patient**, that may be **relevant to the Patient's current episode of care** and should be **considered** to be **marked as relevant**.



3

Click on **Apply Filter**, to only see these **recommended Diagnoses/Conditions** only, in the **Problems & Diagnosis** widget.

▲ 1 long term conditions have been recommended for marking as relevant **Apply Filter**

4

Click on **Remove Filter**, to return to see all **Diagnoses/Conditions** in the **Problems & Diagnosis** widget.

▲ 1 long term conditions have been recommended for marking as relevant **Remove Filter**

5

You can mark any **Diagnosis/Condition** as **relevant** to **current episode of care**. Click on the **Mark as Relevant** button for a **Diagnosis/Condition** to do this.

 **Mark as Relevant**


In doing so, the **Diagnosis/Condition** will appear in the **Problems & Diagnoses** widget in the **dashboard** and will also appear in the **Diagnoses Relevant to current episode of care** widget in the **Ward Round Dashboard**.

Any other Dashboards with the Problems & Diagnoses widget and the Diagnosis Relevant to Episode of Care widget will also change to reflect any updates.



Diagnoses Relevant to Current Episode of Care

1 If any **Diagnoses/Conditions** have been **marked as relevant for the current episode of care**, it will appear in this **widget**. This includes **Diagnoses/Conditions** marked as relevant on previous admissions.

Diagnoses Relevant to current episode of care			
Provisional, Diabetes mellitus type 2: Active	⚠ Recommended	 Mark as Irrelevant	30-Oct-2024 00:00 >

2 You can **Mark a Diagnosis/Condition as Irrelevant for the current episode of care** by clicking the **Mark as Irrelevant button** for a **Diagnosis/Condition** to remove it from the widget.

 **Mark as Irrelevant**

Any other Dashboards with the Problems & Diagnoses widget and the Diagnosis Relevant to Episode of Care widget will also change to reflect any updates.

Clinical Notes

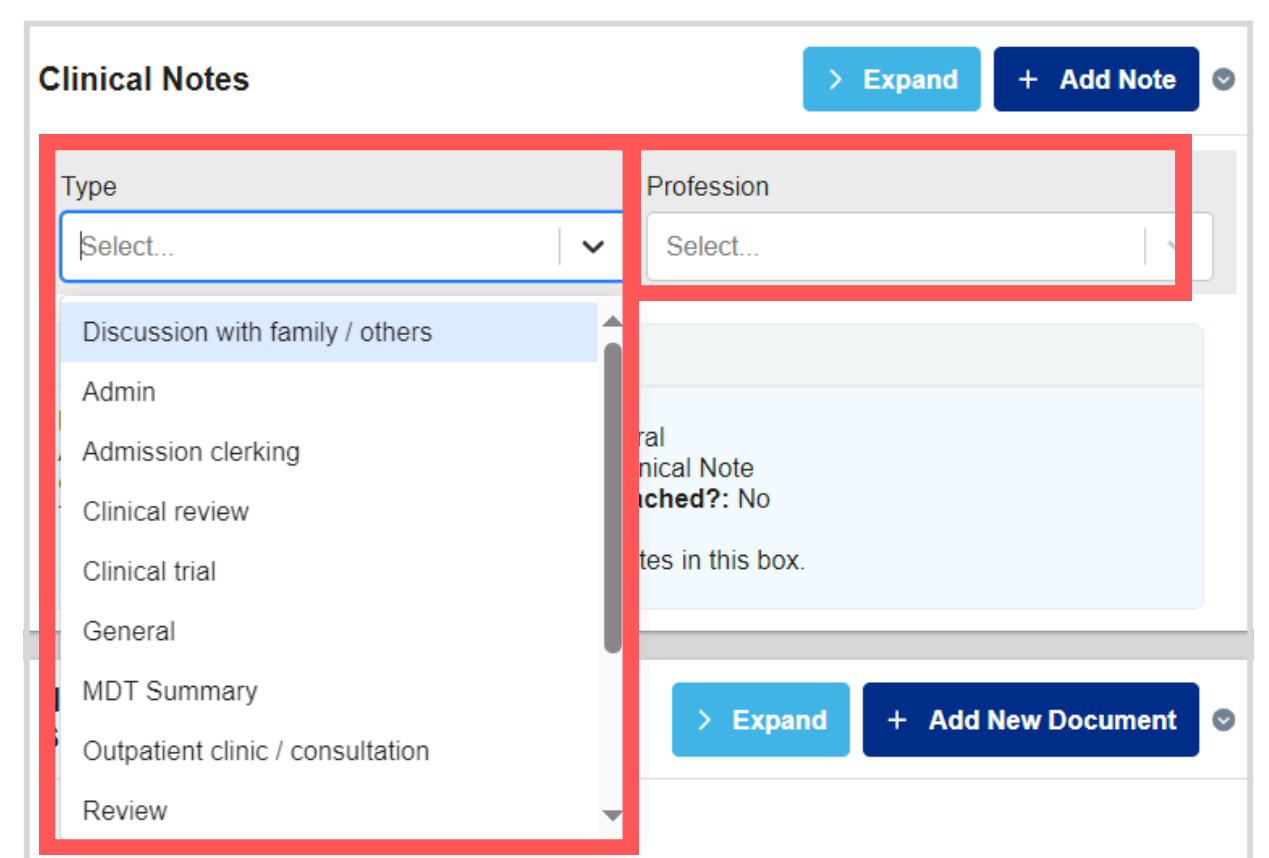
Clinical Notes shows a list of Clinical Notes for the patient.

You can **filter** by **Clinical Note Type, Speciality, Profession and/or Organisation** using the drop downs within the **Clinical Note** widget.

For further guidance on completing Clinical Notes, [please click here for the guide.](#)

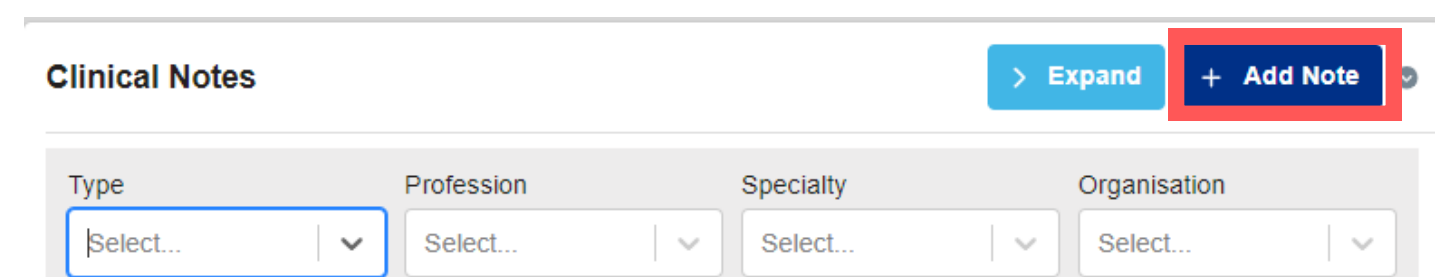
1

To filter **Clinical Notes** by **Type**, for example, use the **Type** drop down box within the **Clinical Note** widget and select the **required type**.

A screenshot of the 'Clinical Notes' widget. At the top right are buttons for '> Expand' and '+ Add Note'. Below these are two dropdown menus: 'Type' and 'Profession'. The 'Type' dropdown is open, showing a list of options: 'Select...', 'Discussion with family / others', 'Admin', 'Admission clerking', 'Clinical review', 'Clinical trial', 'General', 'MDT Summary', 'Outpatient clinic / consultation', and 'Review'. A red box highlights the 'Type' dropdown and its list of options.

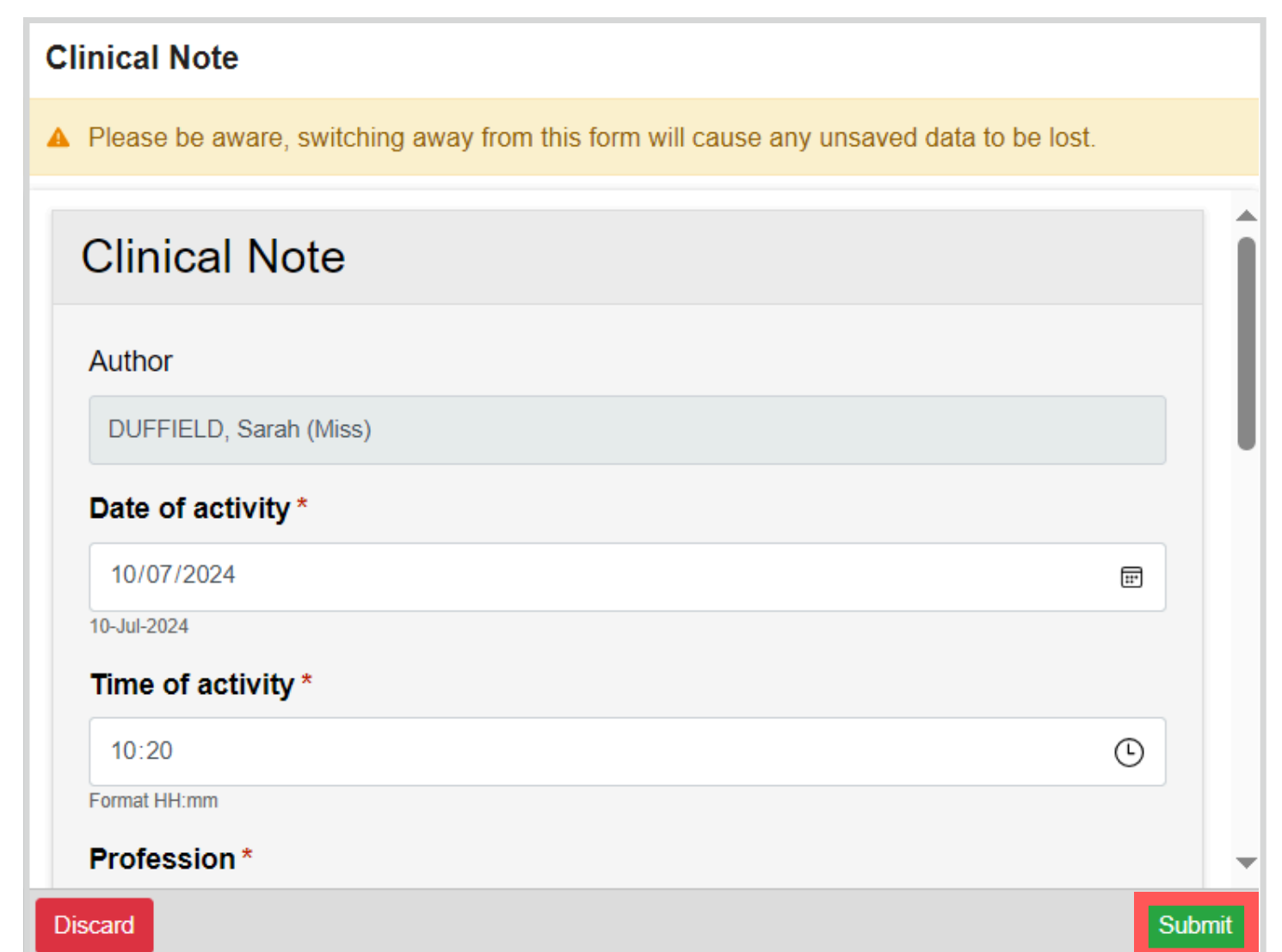
2

To add a new **Clinical Note**, click on **Add Note**.

A screenshot of the 'Clinical Notes' widget. At the top right are buttons for '> Expand' and '+ Add Note'. The '+ Add Note' button is highlighted with a red box.

3

Complete your **Clinical Note**.

A screenshot of the 'Clinical Note' form. At the top is a warning message: 'Please be aware, switching away from this form will cause any unsaved data to be lost.' Below this is the 'Clinical Note' title. The form contains several fields: 'Author' (with the value 'DUFFIELD, Sarah (Miss)'), 'Date of activity *' (with the value '10/07/2024' and a calendar icon), 'Time of activity *' (with the value '10:20' and a clock icon), and 'Profession *'. At the bottom are two buttons: 'Discard' and 'Submit'.

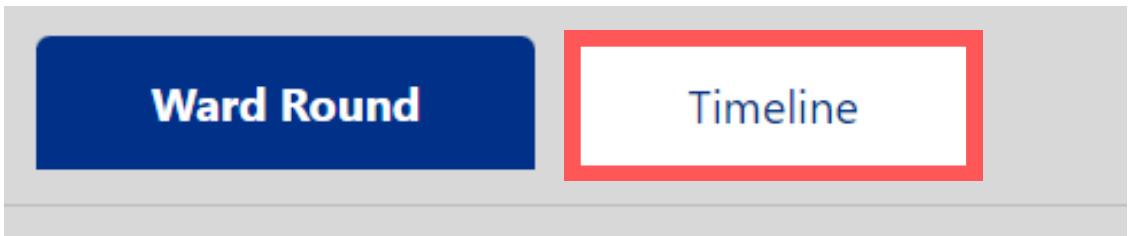
4

Click **Submit** to save.



Timeline

- 1** To access the **timeline**,
Select **Timeline**.



- 2** The **Timeline view**
enables you to see
changes/additions which
have been made to the
Ward Round Dashboard.



Selecting **View** enables
you to see the version of
the change/addition at
that point in time.

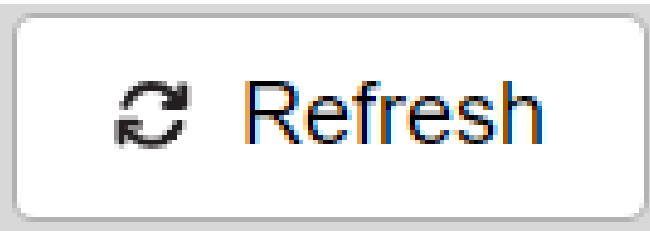
- 3** Use the drop down to
filter by **Category &**
Date Range.



Additional Information

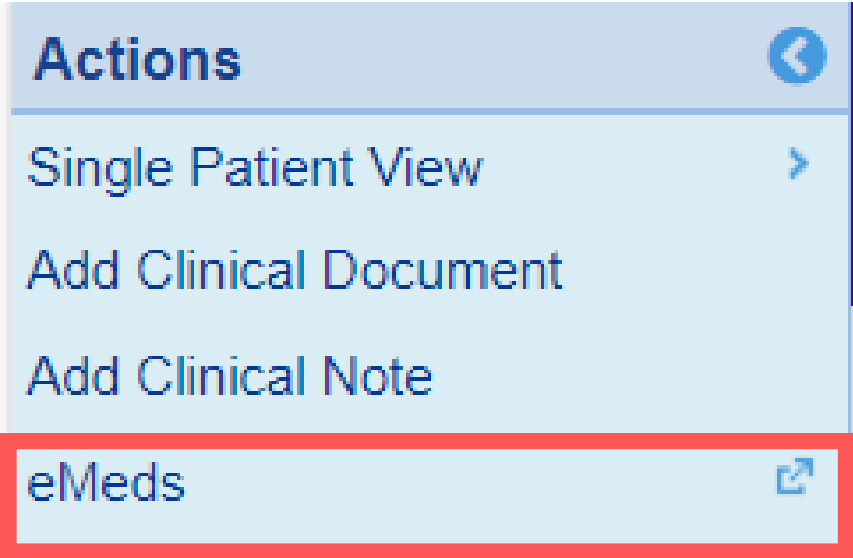
- 1

Click on the **Refresh** button to get the most up to date **Ward Round Dashboard**.



- 2

You can quickly access **eMeds** via **Ward Round Dashboard** by clicking on **eMeds** on the **left hand side** of the **screen**.



Useful contacts

Implementation Team

Please contact the **Implementation Team** for Digital support & training on PPM+ functionalities.



leedsth-tr.ImplementationTeam@nhs.net

IT Service Desk

Please contact the **IT Service Desk** 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.



x26655



<https://lth-dwp.onbmc.com>



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

