

Master Patient Index & Critical Care Indicators

Medical Records Index (MRI) Desktop is used by Infection Prevention & Control (IPC) to enter Antibiotic Resistant Organism (ARO) flags for all patients in South, Central and North Zones. IPC staff will complete the following steps to enter ARO status in Meditech:

1) Log into Meditech using your username and password

M	editech Signon
Universe	ABA
User	826225
Password	*****
HCIS	

2) In the HCIS field, if the HCIS listed is not the required HCIS, delete the information and press F9 for a Lookup

Mnemonic	Name	Ring
	Aspen Regional LIVE HCIS	ABA.LIVE
	Chinook LIVE HCIS	ABA.LIVE
	David Thompson LIVE HCIS	ABA.LIVE
	East Central LIVE HCIS	ABA.LIVE
NLH.LIVE	Northern Lights Live HCIS	ABA.LIVE
PCH.LIVE	Peace Country LIVE HCIS	ABA.LIVE
PHR.LIVE	Palliser Health LIVE HCIS	ABA.LIVE

Remember: Choose the HCIS where the patient has been registered.

- South Zone: Chinook (CHR) or Palliser Health (PHR)
- Central Zone: David Thompson (DTH) or East Central (ECH)
- North Zone: Aspen Regional (ARH), Northern Lights (NLH) or Peace Country (PCH)
- Once in Meditech, select OE from the Applications menu, then select the facility for which the patient is/has been registered.
 - The two letters at the start of the Medical Record Number (MRN) will indicate the facility. If you are unaware of the two letters associated with a facility, please refer to the MRN facility abbreviation document.



- If the MRN entered doesn't match the region selected, you will get a message saying "Patient not found".
- Select the MRI -> MPI Desktop from the Infection Control/MRI menus



5) The Master Patient Index (MPI) Desktop will display

Patient Data	Visits Critical Care Indicators Amendments		
Record			
Name			
ULI			
Birthdate			
Age			
Sex		200	
Address		Edit	0
Telephone			-
E-Mail		View	
Use		Print	é
More on Fiche	Folder Created	Record Ingu	
Mother's Name	Record Locator		
Discharge Disp	Portion Incomplete	Reports	3
Exp Date	Portion Signed Out	EMR	6
Comment Maiden/Other Name		Demo Recal	
Other Names	Other Numbers		
		-	
	Merged From		
		•	



6) Select Edit from the right side menu	Patient Data Visits)	Critical Care Indicators)	
	Med Rec Num Birthdate Age Sex ULI Set All Visits Conf More On Fiche Exp Date	EMR Number Mother's Name Primary Care Prov Family Physician Discharge Disp Folder Date Record Locator	Edit ef View (2) Print C Record Inquiry (3) Reports (3)
	Maiden/Other Name	Names	EMR IT

7) Enter the patient's Medical Record Number (MRN), ULI (#123456789) or LASTNAME, FIRSTNAME and press enter.

	Be sure to enter the MRN that corresponds to the facility you have logged into.		
	Patient Data Visits Critical Care Indicators		
Rec	ord DJ60267		

• If you input a MRN, from a facility the patient has not been registered to, the word "**NEW**" will appear in the *Record* field

81/M 10/10/198	EMR Num:	ABATVIG00511582-FS0	
	Patient Data Visits	Critical Care Indicators Amen	dments
Record			
Record			
*Name AROPHRO	NE,TEST		
Med Rec Num	NEW	EMR Number	ABATVIG00511582-FS0
Birthdate	10/10/1985	Mother's Name	
*Age Sex	31 M	Primary Care Prov Family Physician	
ULI	502475214	Discharge Disp	н
Set All Visits Conf	562475224	Folder Date	
More On Fiche		Record Locator	
Exp Date			
Comment			
Maiden/Other Nam	e		
		Other Names	
DJ	Prefix		Rec Num
LO L		DJ00060267	
			Cancel



Select cancel exit and select the correct facility

Note:

- Pop-ups may appear requesting further information (ie. sex, birthdate, other/maiden name)
- Leave all areas blank
- 8) Select Save or F12



9) A screen will appear with the patient information. Confirm it is the correct record.

	Patient D	Data Visits Critica	I Care Indicators Amen	dments	
Record DJ00	060267				
Name	AROPHRONE,TE	EST			
ULI	502475214				
Birthdate	10/10/1985				
Age Sex	31 M				
Address		TABER, AB TIG 23			
Telephone	(403)515-7854				
Telephone E-Mail	(403)515-7854				
	(403)515-7854				
E-Mail	(403)515-7854		Folder Created	06/09/16	
E-Mail Use	(403)515-7854		Folder Created Record Locator	06/09/16	
E-Mail Use More on Fiche Mother's Name Discharge Disp	(403)515-7854 H		Record Locator Portion Incomplete	06/09/16	
E-Mail Use More on Fiche Mother's Name			Record Locator	06/09/16	
E-Mail Use More on Fiche Mother's Name Discharge Disp			Record Locator Portion Incomplete	06/09/16	
E-Mail Use More on Fiche Mother's Name Discharge Disp Exp Date	н		Record Locator Portion Incomplete	06/09/16	
E-Mail Use More on Fiche Mother's Name Discharge Disp Exp Date Comment	н		Record Locator Portion Incomplete		
E-Mail Use More on Fiche Mother's Name Discharge Disp Exp Date Comment	H		Record Locator Portion Incomplete Portion Signed Out		

10) Select the "Visits" button at the top of the screen



11) Select the "CDS" button at the bottom of the screen.





12) The ARO flag entry screen will appear. If information was entered previously, it will auto populate in the fields.



- ARO Status field: If applicable, delete the previous entry and select F9 on your keyboard for the Lookup List:
 - ^o MRSA/VRE/CPO POSITIVE: used when a patient has a positive lab for any of these AROs. *Note: if a patient is positive for more than one ARO, separate entries must be made for each*

Mnemonic	Responses
ALLCLEAR	ALL CLEARED
CPOCLR	CPO CLEARED
CPOPOS	CPO POSITIVE
ENTRYERROR	ENTRY ERROR
MRSACLR	MRSA CLEARED
MRSAPOS	MRSA POSITIVE
OTHORGCLR	OTHER ORGANISM CLEARED
OTHORGPOS	OTHER ORGANISM POSITIVE
VRECLR	VRE CLEARED
VREPOS	VRE POSITIVE

 MRSA/VRE/CPO CLEARED: used when a patient has been cleared
 for the respective ARO. Note: if a patient is cleared for more than one ARO, separate entries must be made for each. When the last ARO is cleared, ALL CLEARED should be used instead.

- ALL CLEARED: used when the last ARO is cleared. This will notify Meditech users that the patient has been cleared of ALL AROs and no longer required precaution for such. This entry can be used in place of the specific "MRSA/VRE/CPO CLEARED" entry for the last ARO.
- ^o OTHER ORGANISM POSITIVE: used to identify emerging AROs. At the time of creating the guide (June 2017), no organism qualifies for this category
 - This category is not to be used for ESBL, CDI, Tuberculosis etc.
 - Consult with Zone Clinical Practice Coordinator prior to using this entry
- ^o OTHER ORGANISM CLEARED: used when clearing an emerging ARO. At the time of creating the guide (June 2017), no organism qualifies for this category. Consult with Zone Clinical Practice Coordinator prior to using this entry.
- ° ENTRY ERROR: used when the previous entry was in error, as entries cannot be deleted
- Comment (Use ONLY for ENTRY ERROR and OTHER ORGANISM) field:
 - If ENTRY ERROR is selected in the *ARO Status* field, enter the details of the error, such as "ARO positive entered in error"
 - If OTHER ORGANISM POSITIVE is selected in the *ARO Status* field, enter the name of the ARO.
 Consult with Zone Clinical Practice Coordinator before completing this entry.
- 13) Select "SAVE" at the bottom of the window.

IMPORTANT: Each status update must be completed separately. For example, if you are entering an MRSA and VRE result for a patient you will repeat the process twice (once for MRSA and once for VRE), starting at step 7.



14) To file/save, select the "Critical Care Indicator" button at the top of the screen.

Arophrone,Test 31/M 10/10/1985	Med Rec Num:	DJ00060267
	EMR Num:	ABATVIG00511582-FS0
	Patient Data Visits Critica	al Care Indicators Amendments

• Is the patient currently ARO positive?



- ^o Y: Enter a Y if the patient is currently positive for an ARO (MRSA, VRE and/or CPO). This will act as a pop up and/or print off to alert at patient registration.
- Blank (no entry): Leave the box blank if the patient has never been positive, or is cleared of MRSA, VRE and CPO. This will ensure that a pop up and/or print off does not occur at patient registration
- Once a patient has been cleared of an ARO, you "must" remove the "Y" from the Critical Care Indicator.

15) Select "SAVE" to file the entry

For information on viewing the ARO status in the EMR, refer to <u>EMR – Viewing ARO Status</u> on the Meditech Insite pages.



Meditech – ARO Flagging Case Examples

Highlighted cells show the message that is immediately displayed in EMR

Patient with Single ARO

		Data Entry	
	MPI		Critical Care Indicator
Event	ARO Status	Comment (Use only for Entry Error and Other Organism)	Is patient currently ARO positive?
MRSA positive lab	MRSA POSITIVE	Blank	Y
MRSA Cleared	<mark>ALL CLEARED</mark>	Blank	Blank

*When the patient's last ARO is cleared, we use the ALL CLEARED status not the ARO specific cleared status. This will help front line users to see that a patient is cleared of all AROs at a quick glance.

Patient with multiple AROs

	Data Entry		
	MPI		Critical Care Indicator
Event	ARO Status	Comment (Use only for Entry Error and Other Organism)	Is patient currently ARO positive?
VRE positive lab	VRE POSITIVE	Blank	Y
MRSA positive lab	MRSA POSITIVE	Blank	Y
VRE cleared	VRE CLEARED	Blank	Y
MRSA cleared	ALL CLEARED	Blank	Blank

*The critical care indicator should not be removed until a patient is ALL CLEARED. The Critical Care Indicator triggers the registration alert that a patient is positive.

Entry Error: Example 1

	Data Entry		
	MPI		Critical Care Indicator
Event	ARO Status	Comment (Use only for Entry Error and Other Organism)	Is patient currently ARO positive?
MRSA positive: lab entered on incorrect patient	MRSA POSITIVE	Blank	Y
Use ENTRY ERROR to indicate incorrect information	ENTRY ERROR	MRSA positive entered in error.	Blank

*If a patient has never been ARO positive, ENTRY ERROR should be the last entry



Entry Error: Example 2

	Data Entry		
	MPI		Critical Care Indicator
Event	ARO Status	Comment (Use only for Entry Error and Other Organism)	Is patient currently ARO positive?
MRSA positive lab entered as VRE positive	VRE POSITIVE	Blank	Y
Use ENTRY ERROR to indicate incorrect information	ENTRY ERROR	VRE POSITIVE entered in error	Y
Enter correct MRSA information	MRSA POSITIVE	Blank	Y

*If a patient has an ARO history, the correct ARO information should be entered after the ENTRY ERROR.