Newcastle Joint Research Office



The Newcastle upon Tyne Hospitals

Adding a Research Flag to a Patient Record

DLV-GEN-WI-010

Adding a Research Flag to a Patient Record – v3

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Relates to SOP: (Research Paperlite)

Note: The same procedure/method should be followed for "control" or "healthy volunteer" participants

Procedure/Method

- 1. Launch eRecord and login into PowerChart. The **Patient Chart** is a view of the patient record which allows users to view and add patient information such as medication, lab results, allergies and research flags. Only one patient chart can be open at any one time (**See training guides on intranet**)
- 2. Open the correct patient record
- 3. Navigate to **Diagnoses & Problems** from the left hand menu
- 4. Please only add the flag to the **Problem** section (The Diagnosis section will not carry across encounters)
- 5. In the **Problem** section see below Click + Add

Menu	📍 🐇 > - 👔 Diagnosis & Problems 🗇 🗇 Minut
Nurse Workflow	A
NICU Workflow	Mark all as Reviewed
Results Review	Diagnosis (Problem) being Addressed this Visit
Allergies & Sensitivities	🛊 Add 🗹 Modily 🌫 Convert 🛛 Degley, All 🔹 🛶 🖓 SYCMED CT
Diagnosis & Problems	31 Caudication 1º1 122 Decel Dr. Date Dr. Tore Baction Conference Bacteria
Procedures and Diagnoses	Telefonenen. I b 陆 prome en Tene Tene Tene Tene Tene Tene Tene
Assessments/Fluid Balance	
Document Viewing 🛛 🕂 Add	
Ad-Hoc Forms	
Histories	
Requests/Care Plans	
Drug Chart	
Drug Summary	
Document Creation	
Medical Photography Images	Podena
Nova Appmts	🕈 Add 🛫 Modiy 🐃 Carrier Robbene Display: Al 🔹 📄 🗩 SVOMED CT
Document Store	
Advanced Growth Chart	I Multastroster 1 Jilaine d'Indeel - Loritimation Uniter Late Jule 20 Later Vocabulay Edde Hespinable Unical Statt Recorder
Patient Information	
Clinical Noter	

6. Type 'Clinical Trial Participant' into the search box and click on binoculars

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7. Select the entry and another box will appear. Highlight entry 'Clinical Trial Participant' click **OK**

Problem Search					
*Search: Clinical Trial Participant	Starts with	▼ Within:	Terminology 👻		
Search by Name	Search by Code				
Terminology: <all terminologies=""> Terminology Axis: <all ax<="" td="" terminology=""> </all></all>					
🚆 View Synonym 🛛 🧱 Concept Family 🎽 Multi-Axial 🖻 🗟 Cross Mapping					
Term 🔺	Code	Terminology	Terminology Axis		
Clinical trial participant	2692451013	SNOMED CT	Social context		

- 8. Complete ***Classification** box (drop down menu) and ***Status** box (drop down menu)
- 9. Input the following information into the **Comments Field** (right hand side of page)
 - Name of **Trial** and **Study Number**
 - **Type** of trial i.e. ctIMP
 - Date participant consented to Trial
 - Details of Medications Prescribed as part of trial
 - PI details in case of an emergency
 - Any other relevant information i.e. if they are a "control" or "healthy volunteer"
- 10. Click OK
- 11. Click **refresh** and check **Flag** has appeared on **Banner Bar**. Click on the individual Flag to read all of the comments

Please remember to add a separate flag for each trial a patient is participating in directly into Diagnoses & Problems

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