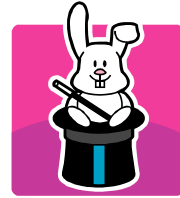


Portal HED Review Tips & Tricks



TIPS:

Time span: If anything other than “Exact time” is selected, the values displayed will be the last values charted for any given class for that time frame.

For Example: PT, OT, and ST (Rehab) results are in the same class on the 24H Summary. If all three therapists chart during a shift and the physician condenses the time frame to 12 hours, only the last person’s charting will display.

I&O: In general, physicians want to see totals for I&O rather than timed entries which is why I&O is not on the “exact time” 24H Summary. The I&O Summary Review spans 3 days in a separate review to display shift totals along with a 24H total.

TRICKS:

Default Review: Each user has the ability to set up a default flowsheet which will be the initial flowsheet displayed when you select the Review tab in Portal.

Hotlinks: Portal users can create a link for up to 6 HED reviews used most often. This allows each user to customize which reviews are important to them for quick access.

To Set Up Your Hotlinks and Default Flowsheet:

1. Go to the HED Review Module in Portal
2. Click on Edit
3. Select your default Flowsheet from the drop down menu
4. Then Select up to six hotlinks from the drop down menus
5. Click on Save