Northern Light Health

Inpatient Pressure Injury Validators and Wound Nurses use the Multi-Patient Task List to identify patients with a INP Ostomy Wound Consult or a wound suspected to be a pressure injury.

Setting Up the Multi-Patient Task List (MPTL)

STEP 1:   Select **Multi-Patient Task List** from the toolbar.
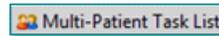
STEP 2:   Select **Options** in the toolbar.
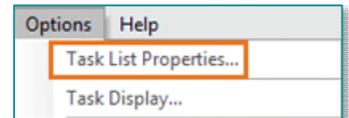
STEP 3:   Select **Task List Properties**.

- Select **Generic Time Frame**.

- Select **From** and **To** date and time.

NOTE: **The To time frame should be several years in the future to avoid having to update the time frame frequently.**
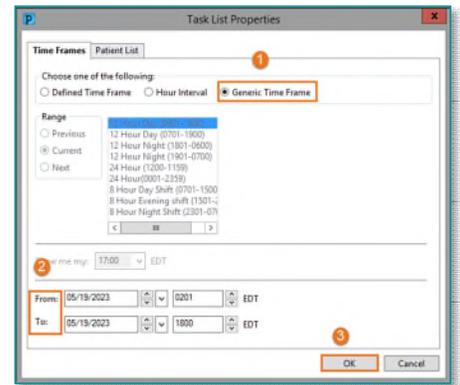
- Select the **Patient List** tab.
- Select the box **Choose a Patient List.** On the left side, select the appropriate Patient List.
- On the right side under **Location Filters**, click the **+** next to the appropriate facility beginning with the initials NL.
- Click the **+** next to **Inpatient**.
- Click the box next to the desired **nursing unit(s)**.
- Click **OK**.
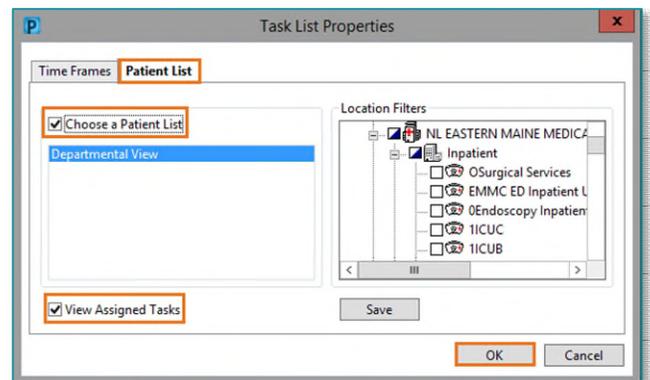
Wound Multi-Patient Task List tabs

➢ **Ostomy Pressure Inj Eval**

When an inpatient or ED nurse documents a **Pressure Injury – Suspected** or **Pressure Injury – Suspected Change** in iView, a task populates the **Ostomy Pressure Inj Eval** tab on the **Multi-Patient Task List**.

STEP 1:   Double-click the patient's name to open chart.

STEP 2:   **Activity View** opens to the **Pressure Injury Validation Section** in iView.
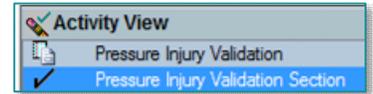
STEP 3:   iView documentation completes the task.

NOTE: **The Pressure Injury Eval/Re-Eval task will drop off the Multi-Patient Task List once wound documentation is complete in Interactive View and I&O or at discharge.**

➢ **Ostomy-Wound Intervention**

When an inpatient or ED nurse enters an **INP Ostomy-Wound Consult** order, a task populates the **Ostomy-Wound Intervention** tab on the **Multi-Patient Task List**.

NOTE: **The INP Ostomy-Wound Consult task will drop off the Multi-Patient Task List at discharge or manually removed by selecting Chart Not Done.**

STEP 1:   Right-click the patient's name and select **Open Patient Chart**.

STEP 2:   Click **Interactive View and I&O**.

STEP 3:   Navigate to the appropriate section to begin wound/ostomy documentation.

STEP 4:   Once complete, sign documentation by clicking the **green checkmark**. ✔

STEP 5:   Navigate to **AdHoc** in the toolbar and select **Wound/Ostomy Note**.