



# Oncology Project

## Inpatient Nursing Workbook

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This self-guided workbook will allow Inpatient Nurses to practice common using the new features and functionality of Cerner Oncology, complementing the PromisePoint simulation courses and instructor-led education. Please note, the following scenario is designed to demonstrate functionality and may not be inclusive of all Northern Light Health policies and procedures.

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### Signing into Cerner Millennium

1. From the Intranet page under **Quick Links** search for **Cerner Millennium – Train (New Hires)**.
  - Cerner Millennium Train is where you can practice on training patients.
2. Click the green plus sign to add **Cerner Millennium – Train (New Hires)** to your Quick Links.
3. From Quick Links, click Cerner Millennium – Train (New Hire).
4. Click the **PowerChart T108a** icon.
5. Enter the username and password provided below.



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### Patients and Sign Ons

**Password: train44ing**

Inpatient RN Sign On	Adult Patients	Pediatric Patients
TRNURSE165	TRAIN, ONCCLINPRT	TRAIN, ONCPEDSPRK
TRNURSE166	TRAIN, ONCCLINPRU	TRAIN, ONCPEDSPRL
TRNURSE167	TRAIN, ONCCLINPRV	TRAIN, ONCPEDSPRM
TRNURSE168	TRAIN, ONCCLINPRW	TRAIN, ONCPEDSPRN
TRNURSE169	TRAIN, ONCCLINPRX	TRAIN, ONCPEDSPRO
TRNURSE184	TRAIN, ONCCLINPRY	
TRNURSE185	TRAIN, ONCCLINPRZ	
TRNURSE186	TRAIN, ONCCLINPRAA	
TRNURSE187	TRAIN, ONCCLINPRBB	
TRNURSE188	TRAIN, ONCCLINPRCC	
	TRAIN, ONCCLINPRDD	

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### Chart Review

Verify you are on the correct encounter open before proceeding. The patient banner should display an inpatient (or outpatient) encounter specific to your location as well as the date of service.

1. The following MPages and MPage components available to review oncology-specific components such as staging, chemotherapy review, and more.
  - **Infusion Prior Authorization**
  - **Chemo Dosing**
  - **Oncology Chemotherapy component**
  - **Staging**
  - **Oncology Flowsheet**

## Pre-Chemo Metrics

Prior to activating any chemotherapy orders, you need to review patient information to make sure they have met the required treatment parameters, also known as Pre-Chemo Metrics.

1. Navigate to the **Orders** tab within PowerChart.
2. Navigate to the applicable day of treatment within the cycle of treatment.
3. Locate and review the **Pre-Chemo Metrics** section within the day of treatment.
4. Lab Values in the patient's chart will pull into these result fields. This includes both labs resulted in the patients chart as well as results documented on the Outside Labs PowerForm.
  - a. If a lab value meets the parameter, a **green checkmark** will display.
  - b. If a lab value does not meet the parameter, a **red X** will display.

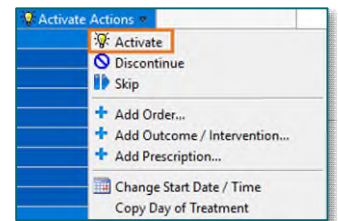


Pre-Chemo Metrics		
Absolute Neutrophil Count - Greater Than o...	-6 day	Completed
Absolute Neutrophil Count Calc - Greater Th...	-6 day	Completed
Neutrophils Absolute, External - Greater Tha...	-6 day	✓ 2800 06/13/2023 8:13 EDT
Platelet Count - Greater Than or Equal 100 T...	-6 day	Completed
Platelet Count, External - Greater Than or Eq...	-6 day	✗ 90 06/13/2023 8:13 EDT

## Activating Day of Treatment Orders

After reviewing the patient's Pre-Chemo metrics and the patient has met all the appropriate parameters, you are able to activate the day of treatment orders.

1. Confirm the date and time listed at the top of the Day of Treatment column is correct.
2. Click the **Activate Actions** dropdown arrow in the Day of Treatment Column.
3. Select **Activate**.
4. Select **Orders for Signature** and then click **Sign**.
5. Click **Refresh** to see the activated orders. The orders have been sent to Pharmacy to verify.



## Administering Medications

Once pharmacy has been notified, they will prepare the medications to be administered. You will obtain medications from Pyxis as ordered and administer chemotherapy prepared by the pharmacy following the Barcode Medication Administration (BCMA) process.

**IMPORTANT:** Normally, you will follow the BCMA process. For the purposes of this workbook, to allow you to document IV stop times and do the Oncology IV Billing at the end of the patient's visit, we will document one of the medications by bypassing using the scanners.

1. You can launch the **Medication Administration Wizard (MAW)** to begin the BCMA process for administering medications:
  - Opening the **Document Activities** window from the Activities column on the Tracking Board for the patient.
  - From the toolbar within the patient's chart.

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2. In the **Medication Administration Wizard (MAW)**, click **Next**.
3. In the Override Reason window, select **No Scanner Available** and click **Yes**.
4. Place a checkbox next to **CARBOplatin**.
5. In the Override Reason window, select **No Scanner Available** and click **Yes**.
6. Click the details for the **CARBOplatin**.
7. Click **Yes** in the Medications have not been verified window.
8. In the witness field enter: **TRAIN, NURSE185**.
9. Click the green checkmark. Enter **train44ing** for the password.
10. Click **Sign**.

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### Discharge Process

When the patient treatment visit is complete you will complete the applicable steps for discharge.

#### **Discharge Documentation - iView**

You will navigate to iView to use the applicable iView bands to document discharge information, patient education performed, updating the plan of care, IV/Port de-access information, etc.

1. In the Menu, navigate to **Interactive View and I&O**.
2. Use the applicable iView bands to document discharge information, patient education performed, updating the plan of care, IV/Port de-access information, etc.
3. Click the **green checkmark** ✓ to sign the documentation.

#### **Document IV Stop Times**

1. From the **Discharge** MPage, navigate to the **IV Stop Times** component.
2. Click **Document Stop Times**.
  - You can also document the IV Stop Times by double-clicking the **IV pole icon** on the MAR.
3. Select the infusion(s) needing stop times documented.
4. Infusion Billing opens for IV stop time documentation. Verify End time and volume infused is correct.

#### **Infusion Clinic Charges PowerForm (Outpatient encounters only)**

Patients who you are providing care for as an outpatient (i.e., treatment after hours, holiday, injection, pump unhook, etc.) – you will enter applicable infusion visit charges via the Infusion Clinic Charges PowerForm.

**NOTE:** You will not be required to submit charges via the process above for patients who are on an Inpatient encounter.

1. Within the patient's chart, go to **AdHoc**.
  2. Within the **Infusion Clinic Charges** folder, select the checkbox next to **Infusion Clinic Charges** and click **Chart**.
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3. The **Infusion Clinic Charges Form** displays. There are multiple sections, each with various types of charges to choose from. You will go to the correct section and add charges as they apply to the patient's infusion visit.
4. For the purpose of this workbook, we are going to add two charges, one infusion related procedure charge and one non-chemo charge.
  - In the **Infusion Related Procedure Charge** section, go to the **Central Venous Access Procedure Charges** category and enter a **1** in the **36591 CAD BLOOD DRAW ONLY** box.
  - Go to the **Non-Chemo Charges** section.
  - In the **SQ, IM, Infusion Therapy** section, enter a **1** in the **96372 Subcutaneous or Intermuscular Injection (Ref)** box.
5. After you select the necessary charges in the different sections of the form applicable to the patient's visit, go to the **Date of Service** tab.
6. Select **Yes**.
7. Click the **green checkmark** ✓ to sign the PowerForm.

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## **Creating Visit Summary**

Add patient education topics and instructions for the patient in the Patient Instructions component.

### **Patient Education**

1. In the patient's chart, go to the **Discharge MPage** and select the **Problem List** component.
2. The patient's previously documented problems are displayed. Click the **This Visit** button to associate the appropriate diagnosis for their treatment.
3. Now, go to the **Patient Education** component.
4. Education topics automatically generate based on the associated **This Visit** problem.
5. Select the appropriate specific education for the patient.
  - You can also add in **Custom** or **More Options** buttons.
6. Selected education will print and given to the patient with their Visit Summary.

### **Print Discharge Instructions**

1. Finally, we want to generate the **Discharge Instructions** to provide to the patient.
  2. Scroll down to bottom of the **Discharge MPage** to the **Create Note** section.
  3. Select the **Patient Discharge Instructions** option.
  4. The system generates the patient's discharge instructions.
  5. Enter any specific instructions for the patient in the **Instructions From Your Doctor** section.
    - Enter free text or use an auto text with commonly used instructions to save time.
  6. Click **Sign/Submit**.
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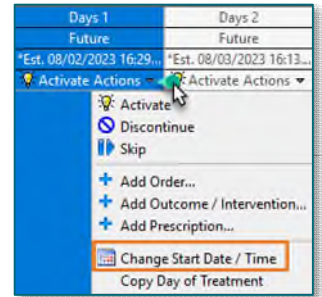
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7. Click **Sign/Print**, then select the appropriate printer to print.

### Rescheduling a Day of Treatment

To reschedule a day of treatment when the orders HAVE NOT been activated yet, complete the following steps:

1. Navigate to **Orders** tab in the menu and go to the regimen.
2. Click **Chemotherapy phase**.
3. In the **Day 1** column, select **Activate Actions**.
4. Select **Change Start Date/Time**.
5. Enter the new estimated Start Date/Time you want to reschedule the day of treatment to.
6. Place a check in the box for **Request a new appointment time**.
7. Click **Adjust All** to adjust the selected treatment periods and phase(s).
  - a. This will allow you to reschedule the linked phases (Chemotherapy, Labs, and Clinical Scheduling and Tasks) at the same time.



**NOTE:** If you are only rescheduling a single Day of Treatment and you do not want to adjust the dates of the remaining days of treatment, you would NOT click the **Adjust All** button.

8. Document **Reschedule Reason**. Select an appropriate reason from the list.
9. You have the option to enter a comment in the **Comment** field, as applicable.
10. Click **Orders for Signature**.
11. Click **Sign**, then click **Refresh**.

For questions regarding process and/or policies prior to go-live, please reach out to a Super User or Clinical Informatics.