From the Office of Health Informatics

Quick Reference Guide (QRG) Introduction to the Women's Health Tracking Board QRG – Part 2

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This Quick Reference Guide (QRG) provides an introduction to the Women's Health Tracking Board for healthcare professionals.

Introduction to the Women's Health Tracking Board

PowerChart Maternity links healthcare professionals to vital patient and department information. The Women's Health Tracking Board is an important tool used to review and document patient information.

Features of the Women's Health Tracking Board

In a day-to-day workflow, the majority of charting will be initiated from the Tracking Board. This guide describes different features within the board.

Main Pane

The main pane of the Women's Health Tracking Board contains a list of patients in an area, and information about each individual.

- The **Blue Arrow** icon beside a patient's name indicates that they are currently selected.
- Clicking a toolbar button, such as the OB Clinical Leader Organizer, allows navigation to that part of the currently selected patient's chart.
- The Communication Column displays different icons depending on different events. For instance, a Swaddled Baby icon indicates that the mother's newborn is in the NICU. Hover over these icons to view more information.

Tabs

Red tabs appear above the tracking board's patient list. Each tab contains information for a specific location.

- Click any of the Red Tabs to view the patients located in its area.
- The All Beds tabs list every patient on the census for their respective locations.
- The Recently Discharged tabs list every patient who has been discharged in their particular area. Adjust the period that the list covers by clicking the Filter dropdown arrow; then clicking the appropriate option.
- For standard tabs, view a filtered patient list to only see My Patients by clicking the Filter dropdown arrow; then clicking My Patients.

Tracking Board Menu

The Tracking Board Menu contains many icons which allows for documentation of certain information for patients. The menu is located on the left side of the main pane between the Tabs and the Patient List.

- The **Prearrival Form** icon allows documentation of a pre-arrival patient in the system.
- The **Quick Reg** icon allows for registration of someone after hours.
- The **Newborn Quick Reg** icon allows for registration of a newborn or a Newborn Visit, depending on the conversation selected.
- The **Patient Management** icon allows for submission of a Bed Transfer or discharge a patient.
- The **Interactive View and I&O** icon opens iView and I&O in the selected patient's chart.
- The **Antepartum Record** icon opens the Antepartum Record in the selected patient's chart.
- The **MAR** icon opens the MAR in the selected patient's chart.
- The **Add Order** icon opens the order entry window for the selected patient.
- The **Folder** icon allows access to the Women's Health View in the selected patient's chart.
- The **Clock** icon allows modification or request of an event for the selected patient. This includes key patient care events.
- The **Assign Provider** icon allows assignments to a selected patient based on the role selected when checking into the system.
- The **Provider Check In** icon checks a provider into the system. For Women's Health, this function is primarily used by nursing.
- The **Report** icon launches the Report window for the selected patient. Reports include Delivery Summaries, Open Pregnancy, and others.
- The **Patient Summary Report** icon opens the Patient Summary Report for the selected patient.

The Toolbar

The toolbar appears at the top of the screen, above the blue Tracking Board header.

- Via the **Toolbar,** access CareCompass, MyExperience, and Clinical Leader Organizer sections.
- When navigating to an area outside of the Tracking Board, return by clicking **Tracking Board** in the toolbar.
- By clicking an **Expansion** icon, navigate to other areas that do not automatically display on the toolbar. Areas include additional Clinical Leader Organizers and Bridge.

Lactation Organizer and Blood Loss Inventory

The **Lactation Organizer and Blood Loss Inventory** sections are important areas that can be accessed by clicking the Expansion icon on the right-hand side of the toolbar.

- The **Lactation Organizer** allows lactation consultants to review their maternal and newborn information for their patients. Consultants can also document any problems for the baby or mother.
- The **Blood Loss Inventory** screen allows documentation of blood loss of patients. It also allows documentation of items in the warehouse, as well as the inventory used to calculate blood loss based on dry weight.