

STANDARD OPERATING PROCEDURE	COVID-19 Patient Pathway TrakCare Alert	
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Approved by	NHS GG&C Unscheduled Care Steering Group	
Effective date	20.03.2020	

AIM

To easily identify all patients through a TrakCare Alert that a patient is being managed as having or potentially having COVID-19. It must be stressed this TrakCare Alert is an operational tool to identify patients being managed on the COVID19 pathway and should **NOT** be interpreted as an indicator of a confirmed COVID19 case. The overarching objective is to ensure safe management of these patient and minimise risk of infection to patients and staff.

STATEMENT

The Alert provides visibility on the TrakCare floor plan of patients being managed through the COVID-19 pathway. The purpose of the Alert is to ensure the appropriate steps in accordance with COVID-19 special measures are taken in the care of these individuals.

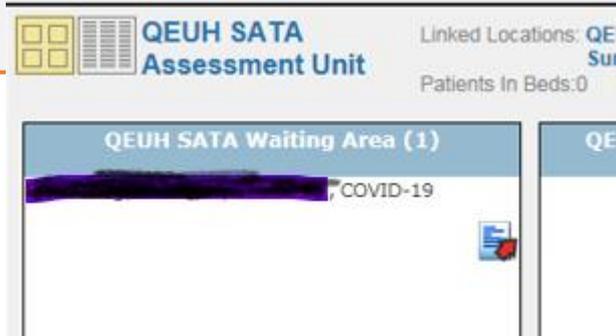
1. The COVID-19 Patient Alert is now live and should be used.
2. The COVID-19 Patient Pathway Alert will replace the existing ED temporary alert and all new attendance should have the COVID-19 Patient Pathway Alert used with immediate effect.
3. All patients currently with the ED Temporary COVID-19 Alert should have the new COVID-19 Patient Pathway Alert activated (see guide for instruction on how)
4. EHealth will once all patients have transitioned to the new COVID-19 Patient Pathway Alert, turnoff the first alert, this will be done with the approval of the site Medical GMs.
5. This Alert is an indicator that the patient is being managed along the COVID-19 patient pathway and should not be used as a clinical indicator.
6. The COVID-19 Patient Pathway Alert will be a permanent alert and as such once recorded this Alert will be on the patient record until manually taken off.
7. This COVID-19 Patient Pathway Alert should be removed only if the patient is admitted and subsequently a negative COVID-19 test result is reported and the patient is no longer being managed along the COVID-19 patient Pathway.

GUIDANCE NOTES

This Alert can be put on at any stage in the patient's journey from pre-registration through to Inpatient stay and is an operational Alert to identify patient being managed on the COVID-19 Patient Pathway. Please refer to the user guide attached on how to complete the COVID-19 Alert. If a patient is admitted the COVID-19 Patient Pathway should only be taken off if a negative COVID-19 test is reported and the patient is therefore no longer being managed on the COVID-19 Patient Pathway.

ADDING THE COVID-19 ALERT TO TRAKCARE

Pre-requisites: Patient in the SATA unit or another location on TrakCare

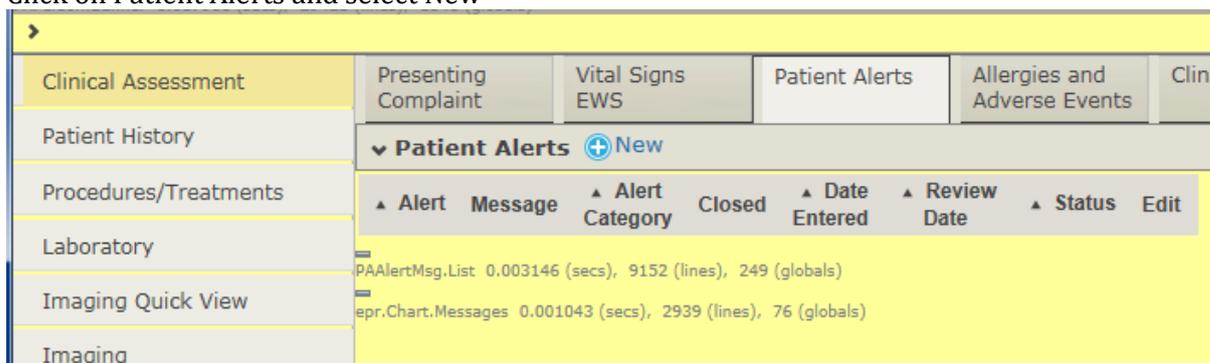


Adding the Alert

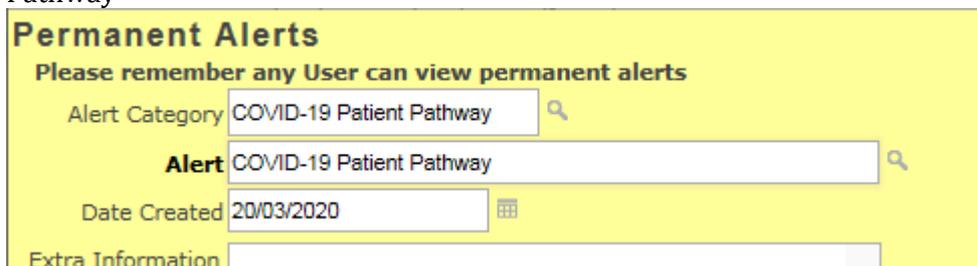
1. Hover over the patient and click into the clinical record



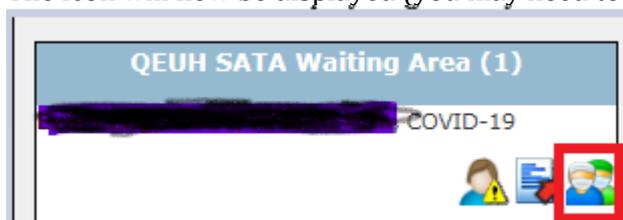
2. Click on Patient Alerts and select New



3. In the Alert field enter code 'COVID19' or look through the spyglass for 'COVID-19 Patient Pathway'



4. Update the screen to attach the alert to the patient
5. Close out of the clinical record to go back to the floorplan
6. The Icon will now be displayed (you may need to wait for the screen to refresh to view)



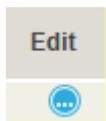
Removing the Alert

1. Go into the clinical record and click on the alert tab. The alert will be listed.

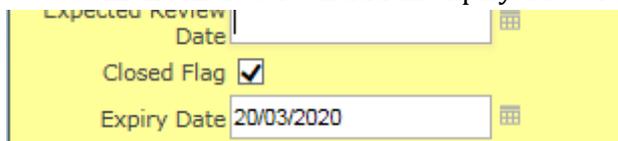


Alert	Message	Alert Category	Closed	Date Entered	Review Date	Status	Edit
COVID-19 Patient Pathway		COVID-19 Patient Pathway	<input type="checkbox"/>	20/03/2020		Active	...

2. Click on the edit icon



3. In the Alert screen add an expiry date of today. This will populate the closed flag check box



Expected Review Date

Closed Flag

Expiry Date

4. Update the screen
5. The icon will now be removed from the patient

