Royal United Hospital Bath NHS

NHS Trust

Mini Manual

ED Observation Ward

1. **Modify an Allergy**
2. **Cancel an Allergy**
3. **View Allergy and Alerts information on Patient List and PAL**

Support available:

Please contact your local Champion User

Service Desk:

Tel: 01225 82 5444

Email: ruh-tr.ITServiceDesk@nhs.net

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BT Bringing it all together

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1   Modify an Allergy

Step 1.   Log into PowerChart.

Step 2.   Access the patient record from your Patient List or PAL.

Step 3.   Click on the Allergies tab in the side bar.

Step 4.   Select on the Allergy to be modified and click the Modify [Modify] icon.

Note: You can also Right Click on the appropriate allergy and select **Modify Problem** from the context menu.

Step 5.   The screen to allow you to modify opens.

Step 6.   Make any appropriate changes (in the example above the Reaction "Vomit" and Severity "Severe" have been entered)

Step 7.   Click the **OK** button.

Step 8.   The Screen returns to the **Allergies** pane with the modification included.

Result: You have modified the Allergy.

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2   Cancel an Allergy

Step 1.   Log into PowerChart.

Step 2.   Access the Patient record.

Step 3.   Click on the Allergies tab in the side bar.

Step 4.   Select on the Allergy to be modified and click the Modify [Modify] icon.

Note: You can also Right Click on the appropriate allergy and select **Cancel [name of allergy]** from the context menu.

Step 5.   The screen opens to allow you to Cancel the Allergy.

Step 6.   Ensure the Status is set to "Cancelled" and select the appropriate "Cancel Reason".

Note: To resolve the allergy you can change the status to **Resolved**.

Step 7.   Click the **OK** button.

Result: The Allergy has been removed from the **Active** display.

3 View Allergies & Alerts information on Patient List and PAL

Step 1. Log into PowerChart.

Step 2. Click on the Patient List icon.

Step 3. Your lists will be displayed with the yellow star ⭐ icon in the left hand column indicating that an Alert has been recorded for the patient.

Note: You can either access the patient record from the Patient List and look in the Problems and Diagnosis tab to check what the Alert is or the quickest way is to go to your PAL where the information is more readily available.

Step 4. Click the PAL icon at the top of the screen

 Patient Access List   to access your PAL.

Step 5. Alerts are in the second column – you will need to scroll across using the scroll bar at the bottom of that column to view the details.

Step 6. In the second column of your PAL use the scroll bar at the bottom of that column to scroll across to the sun icons.

- The icon indicates an allergy has been recorded

- The icon indicates that allergies have not been recorded

- The icon indicates there are no known allergies

Step 7. Access the patient record and select the Allergy tab to view the details.

Result: You have used the PAL to check the Allergy information.

Business Rules