Newsletter Tip – Get Moving!

Welcome to American Data CARES, the online resource for all your ECS needs. This handout may be read independently or in conjunction with the corresponding video *Newsletter Tip – Get Moving!* in our American Data CARES library. This handout covers the locations where the feature is handy and the quick setup for it. If after reviewing this material, you need further assistance, please contact cares@american-data.com or 800-464-9942.

Thank you for taking the time to learn more about the *GoTo functionality*. Please check out our other videos and documentation for more great information about ECS!

Why You Should Utilize This Feature

If your ECS system does not already have this feature setup this means your system was installed prior to creation of this functionality or the ECS system administrator was unaware how to set this up. Help staff complete thorough documentation by having ECS literally take them where they should go. This feature is established at the Word level – this means you can move users to different locations based on which word selections they select! Imagine the possibilities…

Testing: Are You Already Using This Feature?

Not sure if GoTo's are already setup in ECS? Here is how you can check:

- Setup ⇨ select Nurse Charting/Vital Statistics/Symptoms

Look in this topic for the following words: ^Circulatory, ^Respiratory, ^Nervous System, etc.
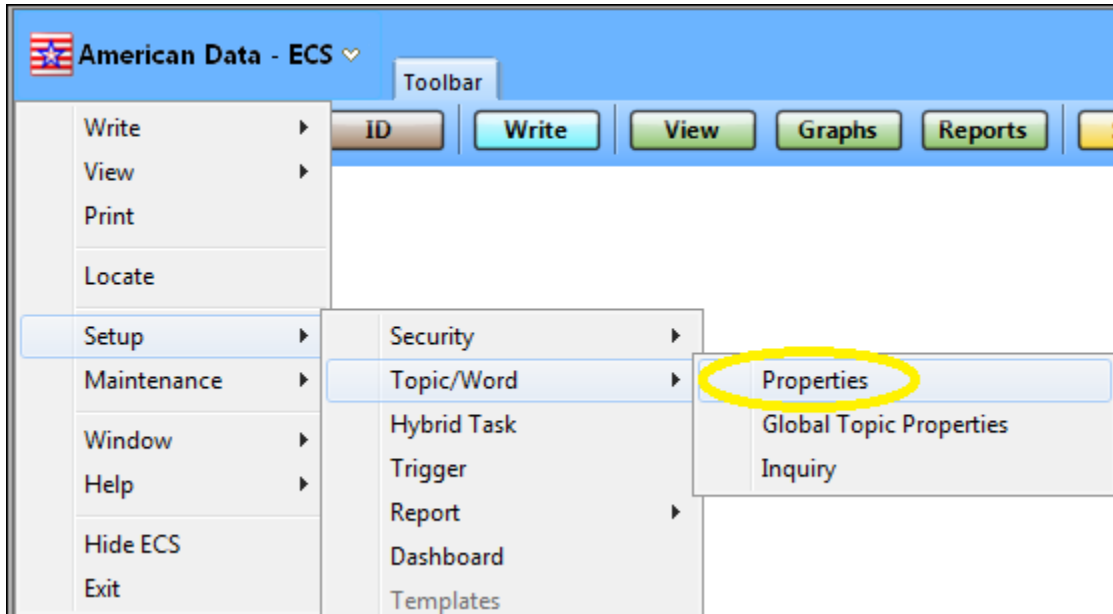

If these words exist you already have some GoTo words enabled in your system!
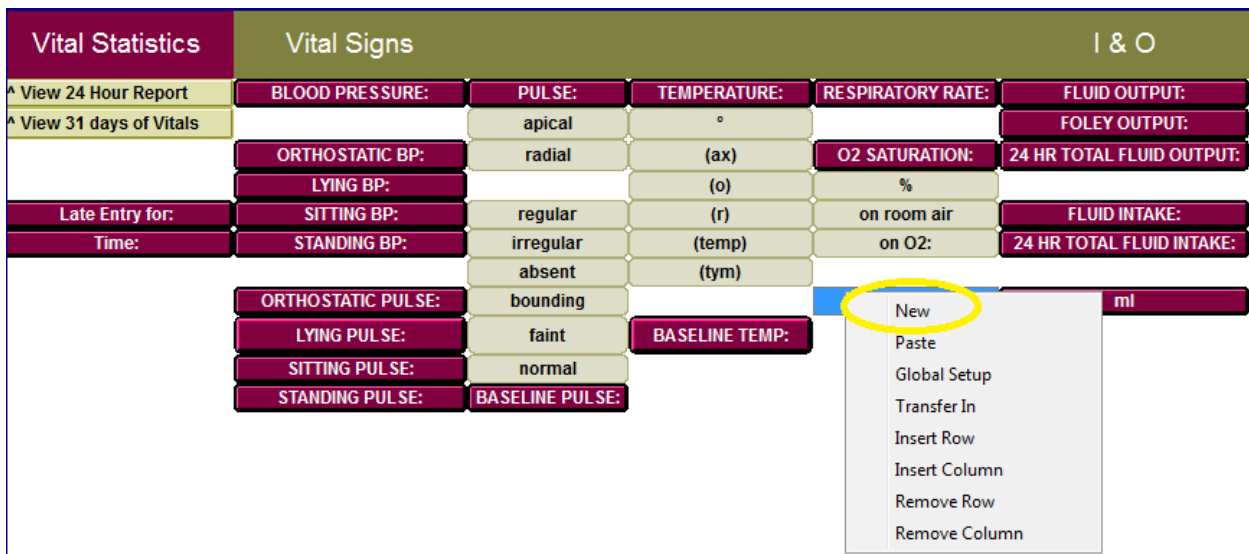
The Details – Setup

The good news is the setup for this functionality is super easy! The ECS System Administrator who has rights to word setup is the perfect person for the task of implementing this functionality. If your system does not include the above mentioned topics and tasks please contact American Data clinical support to assist you with that portion of implementation.

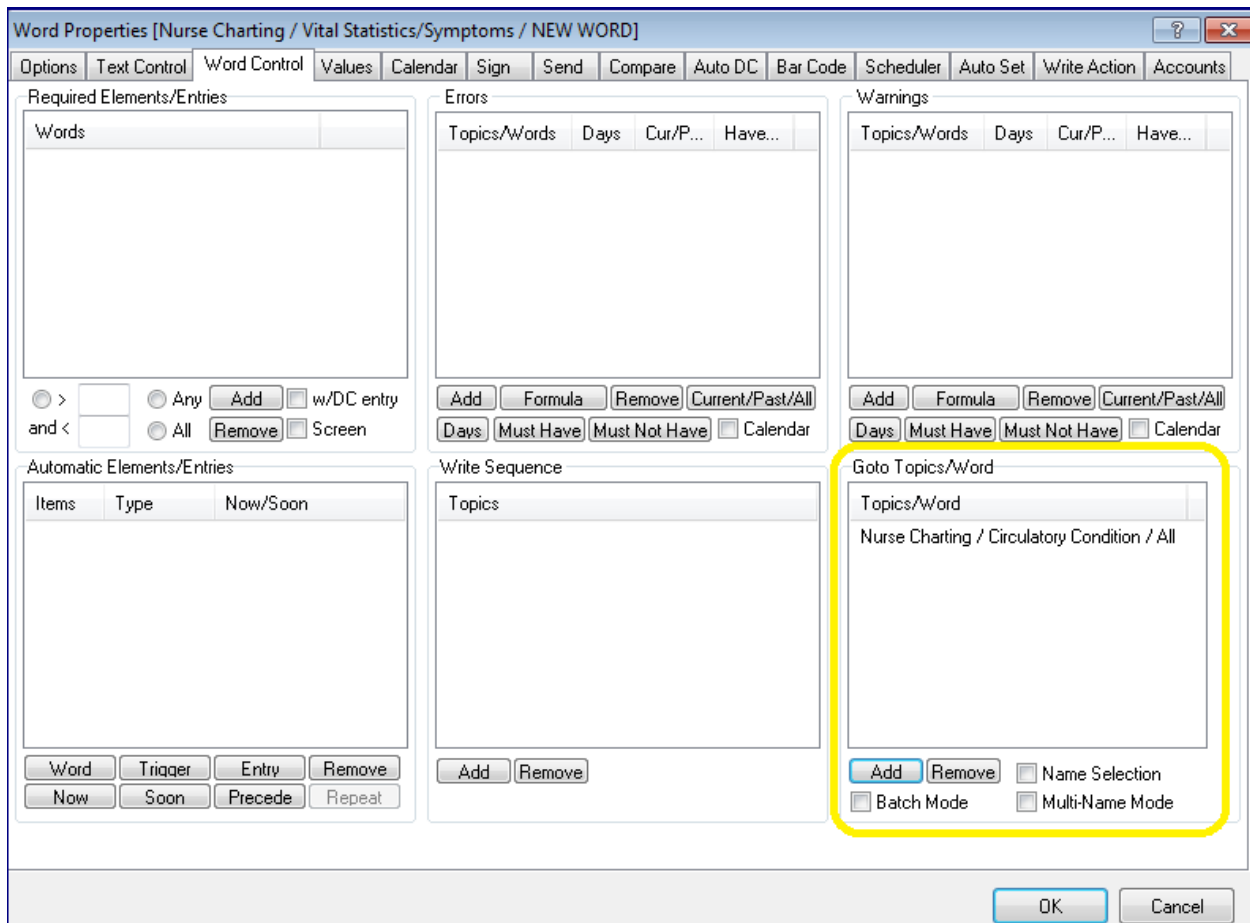American Data – ECS ⇨ Setup ⇨ Topic/Word ⇨ Properties

SHORTCUT – Select the Setup icon instead of navigating the drop-down menu

1. Select the desired Section (Nursing) then double-click on the desired Topic (Vital Statistics/Symptoms).
2. Right-click on an empty cell and select New. A NEW WORD is created.

3. Double-click on the NEW WORD to enter the Word Properties screen.
4. Type ^Circulatory in the *Short Name*.
5. Remove the ☑ from *Use Defaults*
6. Place a ☑ in *Button*
7. Select the picklist for *Back Color*, choose whichever color you would like to use to signify a 'GoTo' word. American Data utilizes the custom color Red:221 Green:221 Blue:200
8. Remove the ☑ from both *Round Corners* and *Frame*
9. Place a ☑ in *Information*
10. Select the Word Control tab.
11. Select **Add** in the Goto Topics/Word area (located in the bottom-right corner).
12. Select Nurse Charting then Circulatory Condition then **OK**.

13. Select **OK** to save the changes.

Potential GoTo Locations

Typical locations for the GoTo are listed below.

- Nurse Charting/Vital Statistics/Symptoms
  - Create GoTo words after RESPIRATORY RATE question word
    - ^Circulatory
    - ^Respiratory
    - ^Nervous System
    - ^Hydration
    - ^Urinary
    - ^Digestive
    - ^Musc-Skel
    - ^Skin/Feet
    - ^Endocrine
    - ^Sensory
    - ^Infection Control
- Nurse Charting/Circulatory Condition
  - Create GoTo words under the ACTION question word (this can be done in each of the system assessment topics!)
    - ^Write Medication Order
    - ^Write Treatment Order
  - Create GoTo words under the INFECTION question word (this can be done in each of the system assessment topics!)
    - ^QA Infection Note
    - ^Vital Signs
  - Create GoTo word by the CMTS question word
    - ^Mental Status
- Nurse Charting/Respiratory Condition
  - Create GoTo word under RESPIRATORY FINDINGS question word
    - ^Pain Assessment
  - Create GoTo words after the COMMENTS question word
    - ^Update COPD Care Plan
    - ^Update Pneumonia Care Plan
- Nurse Charting/Nervous System Condition
  - Create GoTo words after the COMMENTS question word
    - ^Communication Ability
    - ^Cognitive Status
    - ^Update Delirium Plan
    - ^Update Other CP
    - ^Coma Scale
- Nurse Charting/Hydration Status/IV
  - Create GoTo word after COMMENTS question word
    - ^Urinary Condition
- Nurse Charting/Urinary/Repro Condition

- o Create GoTo word after COMMENTS question word
    - ■ ^Update Incont/Cath CP
    - ■ ^Update Infection CP
- Nurse Charting/Skin/Feet Condition
    - o Create GoTo word under GENERAL SKIN CONDITION question word, FOOT PROBLEM/CARE question word, and ACTION question word
        - ■ ^Wound Doc Screen
    - o Create GoTo word after COMMENTS question word
        - ■ ^Update Skin Care Plan
- Nurse Charting/Neuro Checks
    - o Create GoTo word anywhere on this screen
        - ■ ^Vital Signs
- Nurse Charting/Mood
    - o Create GoTo word after NOTES question word
        - ■ ^Update Mood Care Plan
- Nurse Charting/Falls and Incidents
    - o Create GoTo word anywhere
        - ■ ^Vital Signs
    - o Create GoTo words after DATE OF INCIDENT question word
        - ■ ^Skin Assessment
        - ■ ^Muscle/Skeletal Assessment
- Nurse Charting/PRN Meds
    - o Create a GoTo word in the first column
        - ■ ^Result
- Nurse Charting/AIMS Assessment (this can be done in all the special assessment topics)
    - o Create a GoTo word after EXAM RESULT question word
        - ■ ^Proceed to Care Plan
- Department Notes/Care Conference
    - o Create a GoTo word anywhere on the screen
        - ■ ^Care Conference Schedule