ORCHID
Moving Care Forward
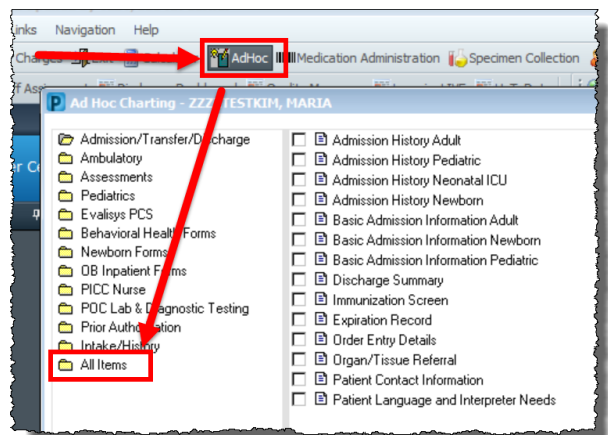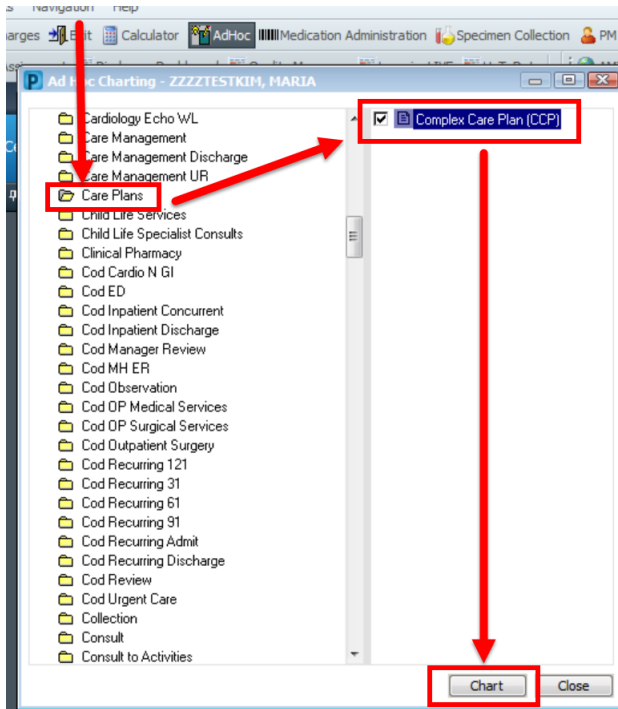
Complex Care Plan
Job Aid v08.02.16

Before starting a Complex Care Plan on a patient, consult your facility policy and procedures.

This job aid is intended to show you how to flag a patient for the Complex Care Plan, and where to complete the documentation. The alert for the Complex Care Plan fires the first time you open the patient's record for a given encounter.

1. Patient identified and approved (follow facility policy and procedures for which patient's qualify for this plan) to have a complex care plan added to their record. Staff must complete the Complex Care Plan documentation

   To add a Complex Care Plan open the identified patient's record.

    a. Click on AdHoc
    b. Click on All Items folder

    c. Scroll down until you find the Care Plans folder
    d. Check the box next to Complex Care Plan (CCP)
    e. Click on Chart

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f. Complete relevant documentation. Information entered into the "Plan Summary" is limited to 250 characters. Plan Summary is shown in the alert when staff open the patient's record the first time for a given encounter.

g. Once all documentation is completed click on the green check box to sign your note.
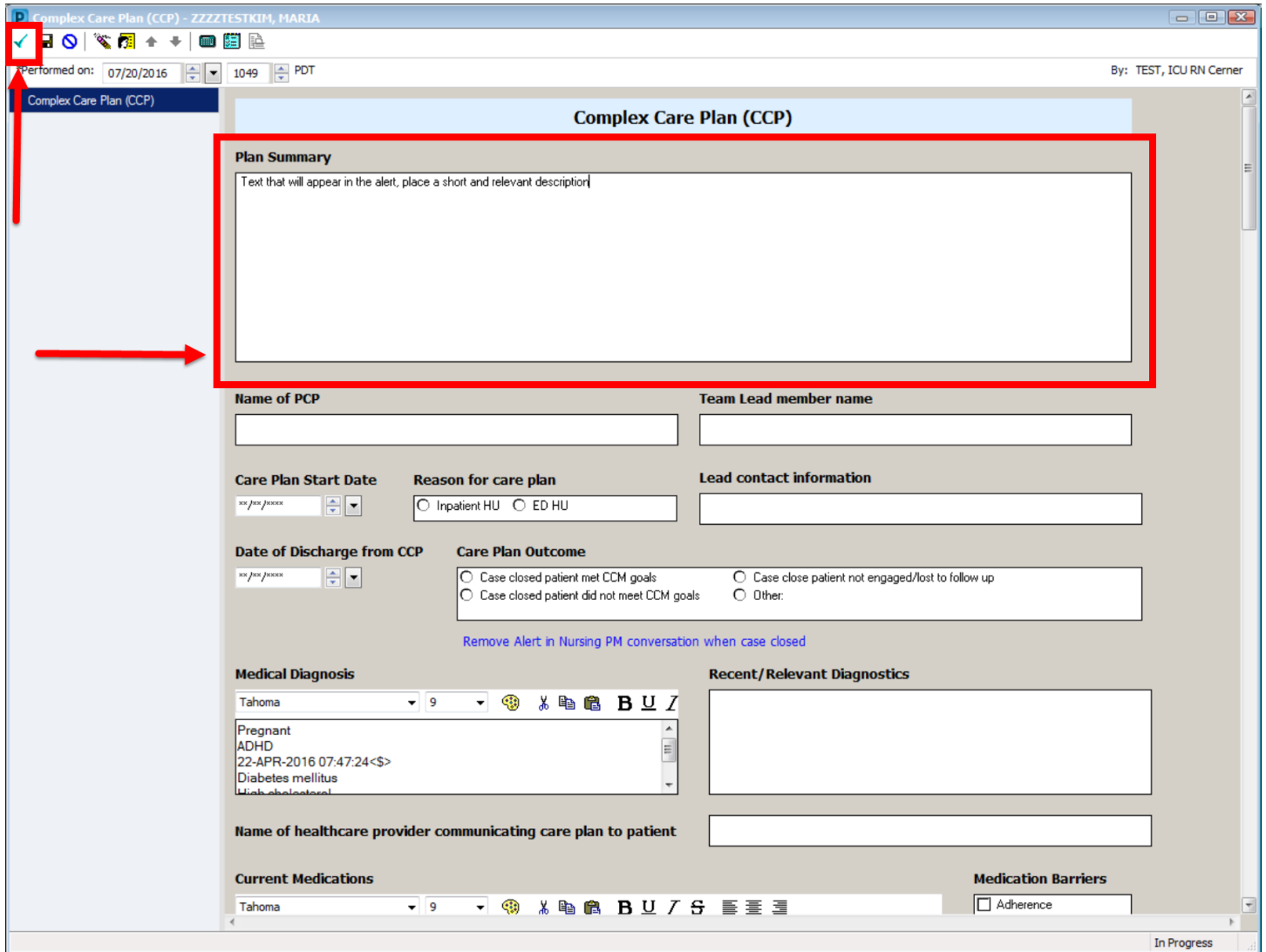
2. If it is determined that the patient should have an Alert set so that staff is aware of this Complex Care Plan for any new encounter, users with access to the PM Conversation | Nursing will need to make the following changes:
    a. With the patient's record open, select PM Conversation
    b. Nursing
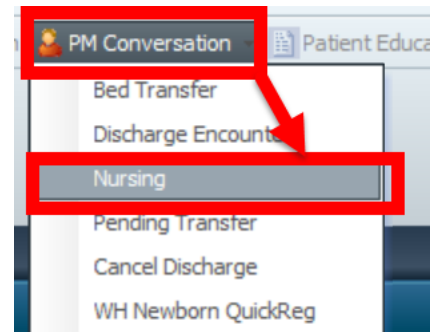
c. In the Nursing registration conversation go to the "Complex Care Plan Alert" drop down and select "Yes"

d. Click Complete

With the Alert set to yes, users will get a pop-up alert the first time they open a patient record.

Note: the Plan Summary appears in the Alert

3. To review the "Complex Care Plan"

   Go to

   a. Notes
   b. Find PowerForm Textual Renditions

   NOTE: Change view to "By Type" and select PowerForm