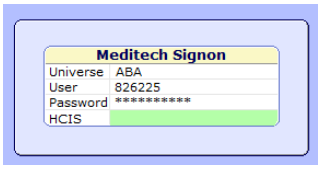
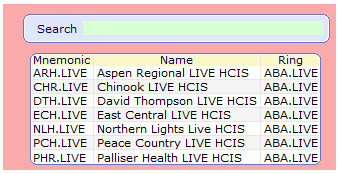
Master Patient Index & Critical Care Indicators

Medical Records Index (MRI) Desktop is used by Infection Prevention & Control (IPC) to enter Antibiotic Resistant Organism (ARO) flags for all patients in South, Central and North Zones. IPC staff will complete the following steps to enter ARO status in Meditech:

1) Log into Meditech using your username and password



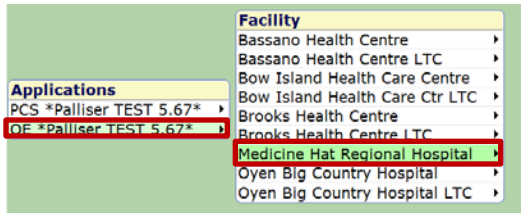
2) In the HCIS field, if the HCIS listed is not the required HCIS, delete the information and press F9 for a Lookup



Remember: Choose the HCIS where the patient has been registered.

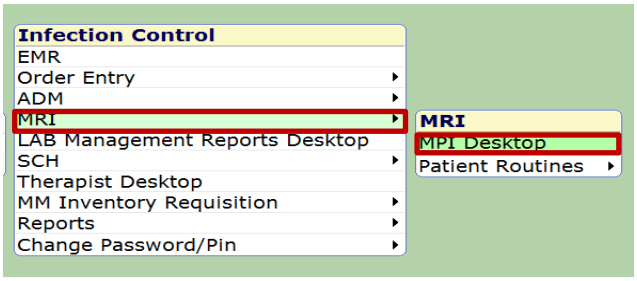
- South Zone: Chinook (CHR) or Palliser Health (PHR)
- Central Zone: David Thompson (DTH) or East Central (ECH)
- North Zone: Aspen Regional (ARH), Northern Lights (NLH) or Peace Country (PCH)

3) Once in Meditech, select OE from the Applications menu, then select the facility for which the patient is/has been registered.

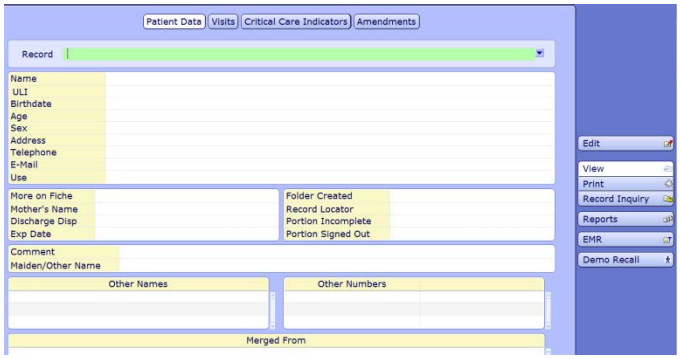


- The two letters at the start of the Medical Record Number (MRN) will indicate the facility. If you are unaware of the two letters associated with a facility, please refer to the MRN facility abbreviation document.
- If the MRN entered doesn't match the region selected, you will get a message saying "Patient not found".

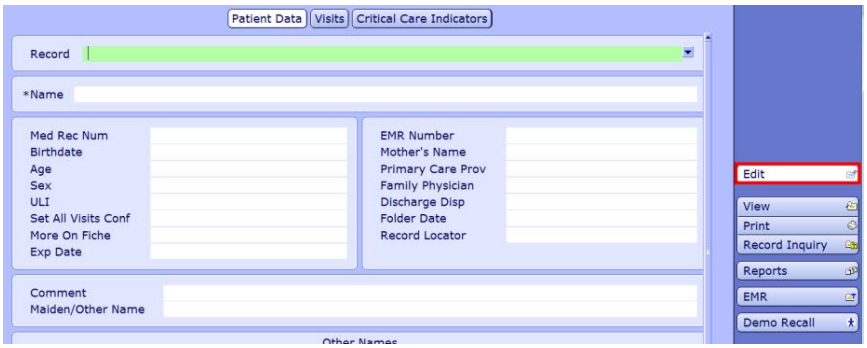
4) Select the MRI -> MPI Desktop from the Infection Control/MRI menus



5) The Master Patient Index (MPI) Desktop will display



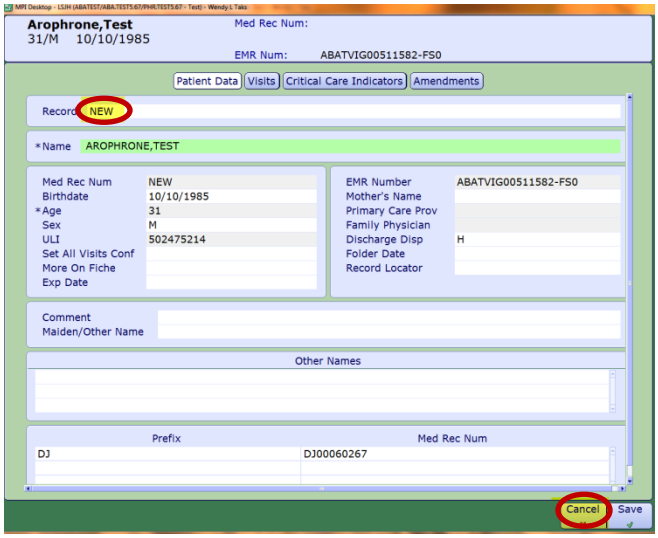
6) Select Edit from the right side menu



7) Enter the patient's Medical Record Number (MRN), ULI (#123456789) or LASTNAME,FIRSTNAME and press enter.

Be sure to enter the MRN that corresponds to the facility you have logged into.

- If you input a MRN, from a facility the patient has not been registered to, the word "**NEW**" will appear in the ***Record*** field



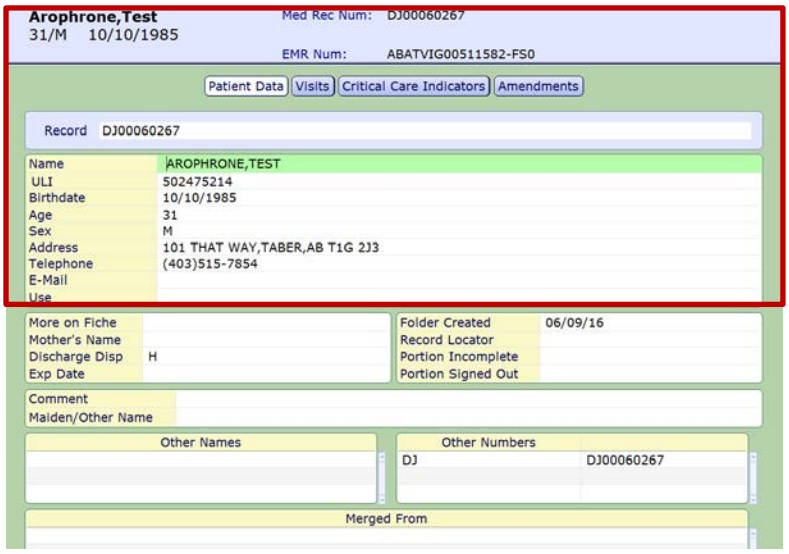
- STOP Select cancel exit and select the correct facility

Note:

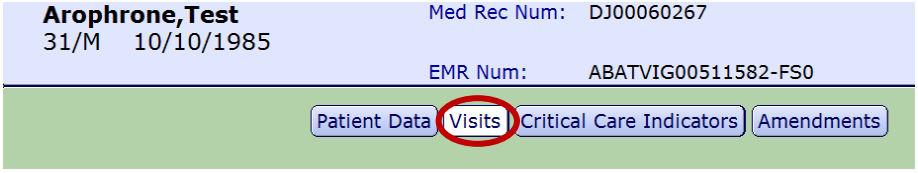
- *Pop-ups may appear requesting further information (ie. sex, birthdate, other/maiden name)*
- *Leave all areas blank*

8) Select Save or F12

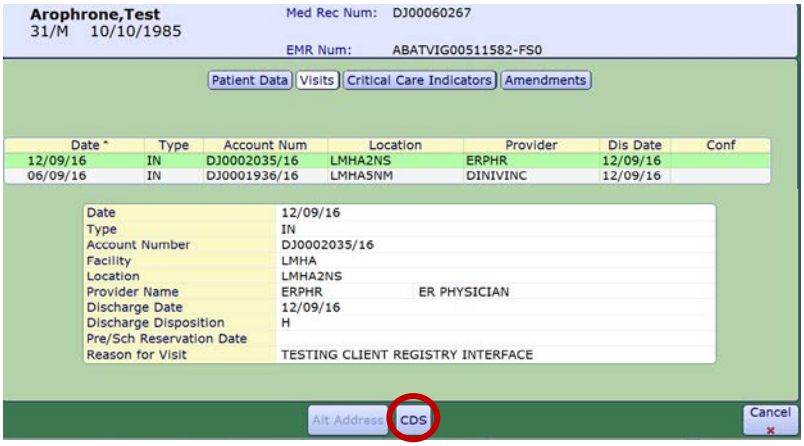
9) A screen will appear with the patient information. Confirm it is the correct record.



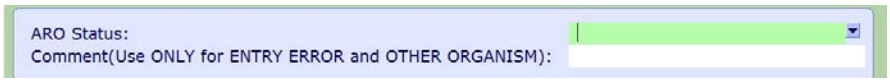
10) Select the "Visits" button at the top of the screen



11) Select the "CDS" button at the bottom of the screen.



12) The ARO flag entry screen will appear. If information was entered previously, it will auto populate in the fields.



- ***ARO Status*** field: If applicable, delete the previous entry and select F9 on your keyboard for the Lookup List:

Mnemonic	Responses
ALLCLEAR	ALL CLEARED
CPOCLR	CPO CLEARED
CPOPOS	CPO POSITIVE
ENTRYERROR	ENTRY ERROR
MRSACLR	MRSA CLEARED
MRSAPOS	MRSA POSITIVE
OTHORGCLR	OTHER ORGANISM CLEARED
OTHORGPOS	OTHER ORGANISM POSITIVE
VRECLR	VRE CLEARED
VREPOS	VRE POSITIVE

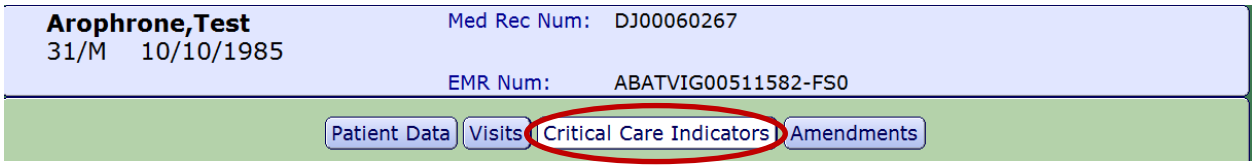
  - MRSA/VRE/CPO POSITIVE: used when a patient has a positive lab for any of these AROs. *Note: if a patient is positive for more than one ARO, separate entries must be made for each*
  - MRSA/VRE/CPO CLEARED: used when a patient has been cleared for the respective ARO. *Note: if a patient is cleared for more than one ARO, separate entries must be made for each. When the last ARO is cleared, ALL CLEARED should be used instead.*
  - ALL CLEARED: used when the last ARO is cleared. This will notify Meditech users that the patient has been cleared of ALL AROs and no longer required precaution for such. This entry can be used in place of the specific "*MRSA/VRE/CPO* CLEARED" entry for the last ARO.
  - OTHER ORGANISM POSITIVE: used to identify emerging AROs. At the time of creating the guide (June 2017), no organism qualifies for this category
    - This category is not to be used for ESBL, CDI, Tuberculosis etc.
    - Consult with Zone Clinical Practice Coordinator prior to using this entry
  - OTHER ORGANISM CLEARED: used when clearing an emerging ARO. At the time of creating the guide (June 2017), no organism qualifies for this category. Consult with Zone Clinical Practice Coordinator prior to using this entry.
  - ENTRY ERROR: used when the previous entry was in error, as entries cannot be deleted

- ***Comment (Use ONLY for ENTRY ERROR and OTHER ORGANISM)*** field:
  - If ENTRY ERROR is selected in the ***ARO Status*** field, enter the details of the error, such as "ARO positive entered in error"
  - If OTHER ORGANISM POSITIVE is selected in the ***ARO Status*** field, enter the name of the ARO. Consult with Zone Clinical Practice Coordinator before completing this entry.

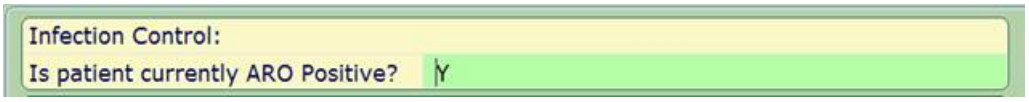
13) Select "SAVE" at the bottom of the window.

IMPORTANT: Each status update must be completed separately. For example, if you are entering an MRSA and VRE result for a patient you will repeat the process twice (once for MRSA and once for VRE), starting at step 7.

14) To file/save, select the "Critical Care Indicator" button at the top of the screen.



- ***Is the patient currently ARO positive?***



  - Y: Enter a Y if the patient is currently positive for an ARO (MRSA, VRE and/or CPO). This will act as a pop up and/or print off to alert at patient registration.
  - Blank (no entry): **Leave the box blank if the patient has never been positive, or is cleared of MRSA, VRE and CPO**. This will ensure that a pop up and/or print off does not occur at patient registration
- Once a patient has been cleared of an ARO, you "**must**" remove the "**Y**" from the Critical Care Indicator.

15) Select "SAVE" to file the entry

For information on viewing the ARO status in the EMR, refer to EMR – Viewing ARO Status on the Meditech Insite pages.

Meditech – ARO Flagging Case Examples

Highlighted cells show the message that is immediately displayed in EMR

Patient with Single ARO

Event	Data Entry		
	MPI		Critical Care Indicator
	ARO Status	Comment (Use only for Entry Error and Other Organism)	Is patient currently ARO positive?
MRSA positive lab	MRSA POSITIVE	Blank	Y
MRSA Cleared	ALL CLEARED	Blank	Blank

*When the patient's last ARO is cleared, we use the ALL CLEARED status not the ARO specific cleared status. This will help front line users to see that a patient is cleared of all AROs at a quick glance.

Patient with multiple AROs

Event	Data Entry		
	MPI		Critical Care Indicator
	ARO Status	Comment (Use only for Entry Error and Other Organism)	Is patient currently ARO positive?
VRE positive lab	VRE POSITIVE	Blank	Y
MRSA positive lab	MRSA POSITIVE	Blank	Y
VRE cleared	VRE CLEARED	Blank	Y
MRSA cleared	ALL CLEARED	Blank	Blank

*The critical care indicator should not be removed until a patient is ALL CLEARED. The Critical Care Indicator triggers the registration alert that a patient is positive.

Entry Error: Example 1

Event	Data Entry		
	MPI		Critical Care Indicator
	ARO Status	Comment (Use only for Entry Error and Other Organism)	Is patient currently ARO positive?
MRSA positive: lab entered on incorrect patient	MRSA POSITIVE	Blank	Y
Use ENTRY ERROR to indicate incorrect information	ENTRY ERROR	MRSA positive entered in error.	Blank

*If a patient has never been ARO positive, ENTRY ERROR should be the last entry

Entry Error: Example 2

	Data Entry		
	MPI		Critical Care Indicator
Event	ARO Status	Comment (Use only for Entry Error and Other Organism)	Is patient currently ARO positive?
MRSA positive lab entered as VRE positive	VRE POSITIVE	Blank	Y
Use ENTRY ERROR to indicate incorrect information	ENTRY ERROR	VRE POSITIVE entered in error	Y
Enter correct MRSA information	MRSA POSITIVE	Blank	Y

*If a patient has an ARO history, the correct ARO information should be entered after the ENTRY ERROR.