

How to Use IVIEW

1. Advantages of IVIEW

- ◆ Previous documentation is visible on the IVIEW flowsheet as you document.
- ◆ The navigator bar makes it easy to quickly find a specific system.
- ◆ Standardize documentation for comparable patients and situations throughout the organization.
- ◆ Maintain compliance with all essential components vital to regulatory requirements and best practice guidelines.

ED Assessment	Result	Comments	Flag	Date
✓ Acuity Section (ED Only)				
✓ Neurological				
Fibrinolytic				
✓ Cardiac				
✓ Vascular				
Edema				
✓ Pulses				
✓ EENT				
✓ Respiratory				
✓ Gastrointestinal				
✓ Genitourinary				
QB				
✓ Neuromuscular				
✓ Musculoskeletal				
Cast Care				
✓ Integumentary				
✓ Peripheral IV				
Central Line				
Arterial Line				

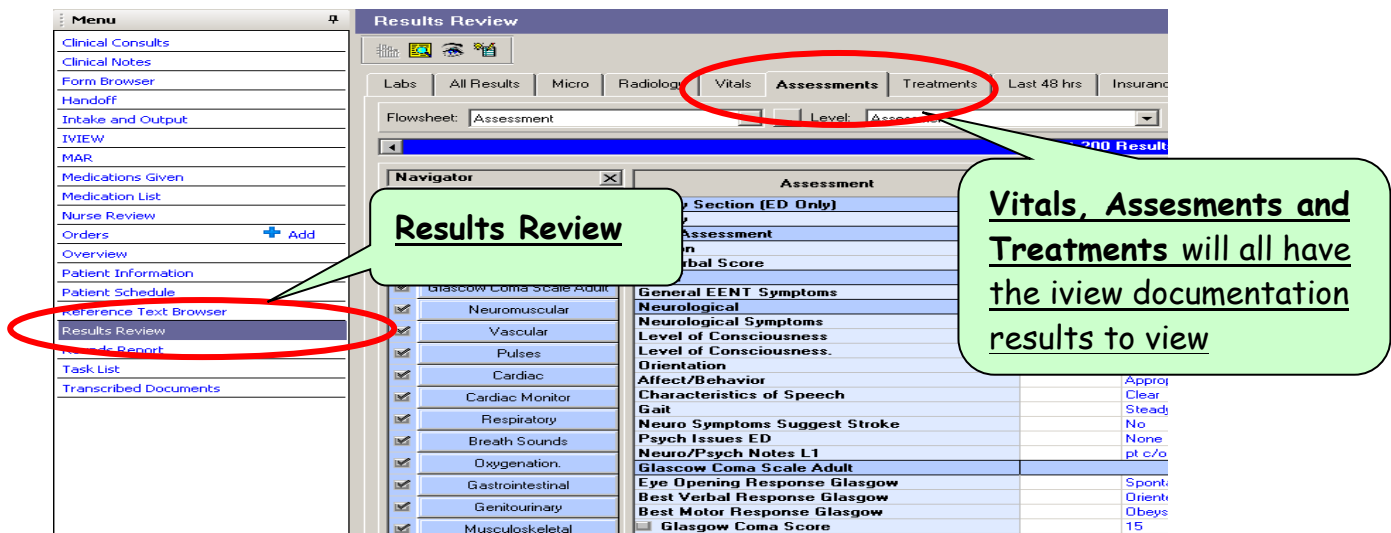
05/19/09	
13:48	11:44
- Neurological	
Neurological Symptoms	Numbness
Level of Consciousness	Alert, ke...
Orientation	Oriented ...
Extremity Movement	
Affect/Behavior	Appropri...
Facial Symmetry	
Characteristics of Speech	Clear
Gait	Steady
Neuro Symptoms Suggest Stroke	No
Aspiration Risk *	
Swallowing Study Indicated	
Hallucinations	
Patient Harm/Risk	
Psych Issues ED	None
Neuro/Psych Notes L1	pt c/o n...
Neuro/Psych Notes L2	
Cty Description	
Anterior Fontanel Description	

2. NOTE: Limitations of IVIEW

- ◆ Data entered on IVIEW will not be found on any form (form browser) or in Clinical Notes.

3. Results Retrieval

All completed Assessments and documentation can be reviewed in Results Review tabs.



Results Review

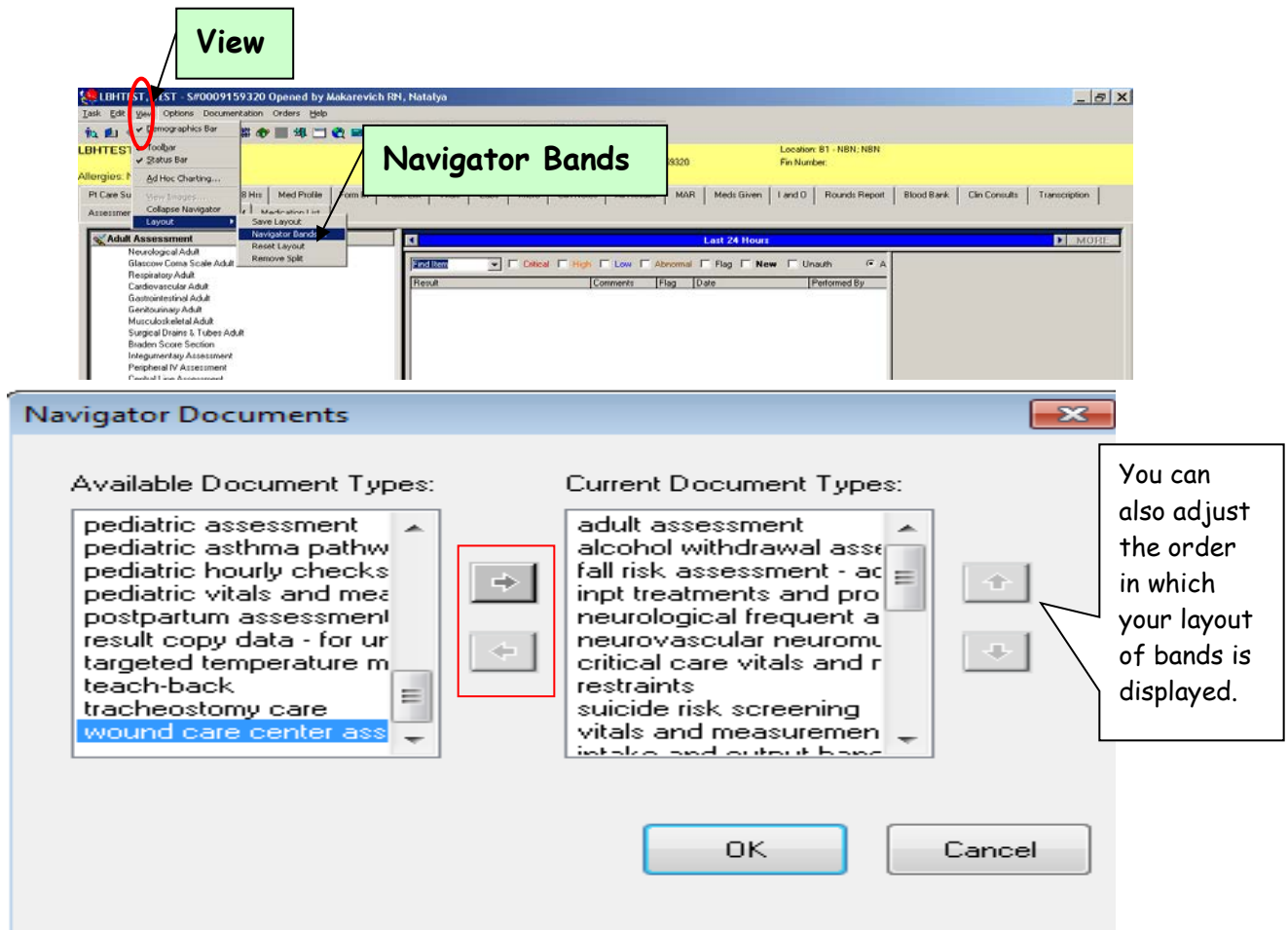
Vitals, Assesments and Treatments will all have the iview documentation results to view

Assessment	Result
Acuity Section (ED Only)	
Neurological	
Fibrinolytic	
Cardiac	
Vascular	
Edema	
Pulses	
EENT	
Respiratory	
Gastrointestinal	
Genitourinary	
QB	
Neuromuscular	
Musculoskeletal	
Cast Care	
Integumentary	
Peripheral IV	
Central Line	
Arterial Line	

IVIEW Structure

When your patient is in the correct location the IVIEW bands should show the correct structure. If you do not see the correct band needed for your area this can be customized as follows:

- Click on **View** on the menu bar.
- Select **Layout** → **Navigator Bands**.



- **Navigator Documents** screen will display.
- To remove not needed sections **Click on the arrow in the middle to send to the left.**

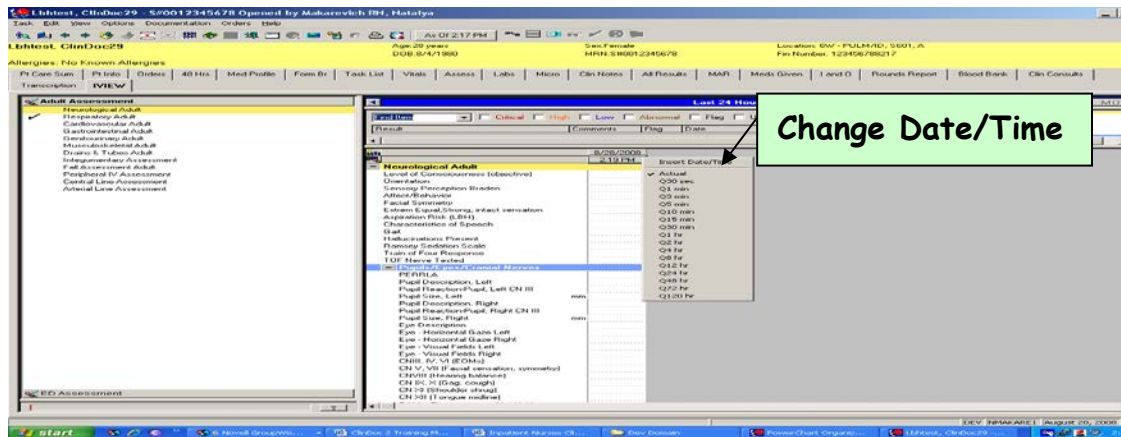
- To add sections not present in current document types highlight on left and send to the right.

Time Change in IVIEW

- The new column is auto-generated by a system with the current time.
- Change the time to reflect the actual time the documentation was completed.

To change the time, complete these steps:

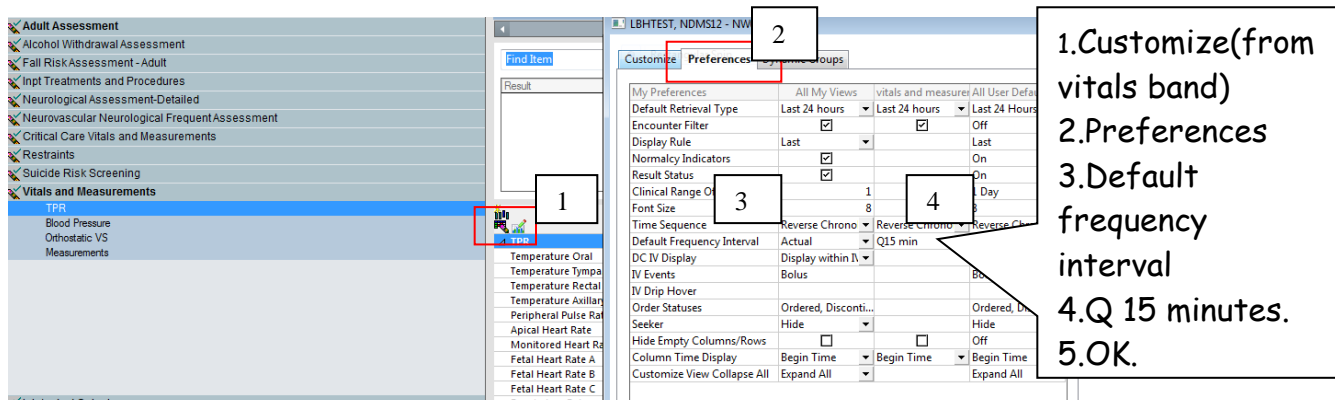
- Right click on the date/time.
- Click on Insert Date/Time.



- The new column will be displayed.
- Right click on the Date/Time in the new column.
- Select Change Date/Time.
- Date and Time fields will open.
- Change the time in the Time field and Click Enter.

Preference (permanent) Time Change in IVIEW

For pulling in Vitals from the monitor it is helpful to have 15 minute or hourly intervals displayed. This is done once from the Vitals Band.



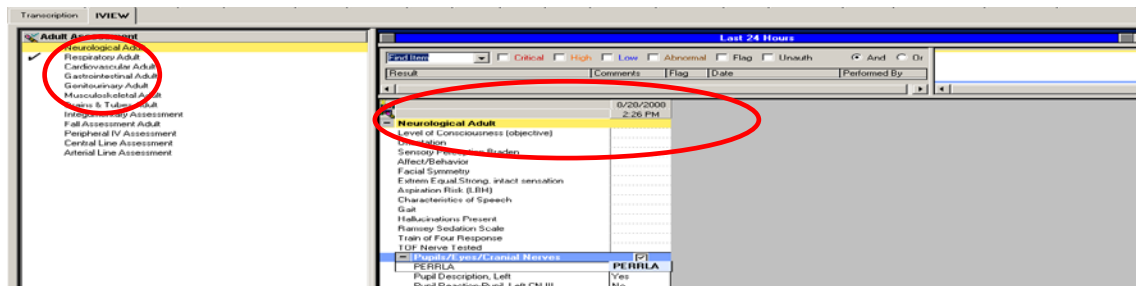


Data Entry in IVIEW

5. OK

There are 2 ways to enter information:

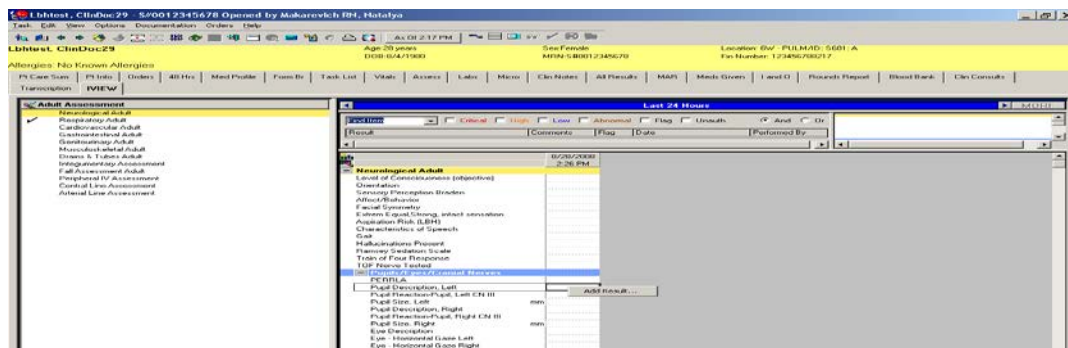
1. Double Click on the Section Title (for documentation on the entire section) Double Click on the time (for the entire section documentation).



- Check mark will appear in the box.
- The first field will open.
- Enter data.
- The next field will automatically open (for single choice selections).
- In multiple selections fields, TAB down after each entry.
- Sign IVIEW by clicking on the checkmark on the top.

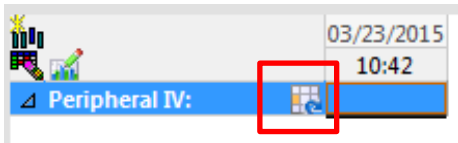
2. Second option to enter information: Right Click on the Field (for documentation on the selected field).

- Right click on any field.
- Click on Add Result

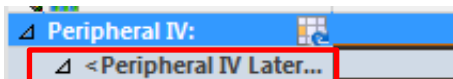


- Enter data
- **⌘ How to add Dynamic/Repeatable Groups in IVIEW**

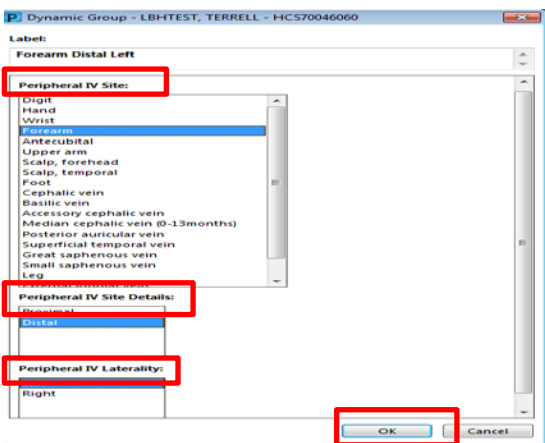
1. Left click on the icon to add a "repeatable/dynamic group".



2. Left click on the new title created i.e.-(posts as blank until filled in).



3. Make the appropriate selections i.e-Site/details/Laterality.



4. Then choose OK.

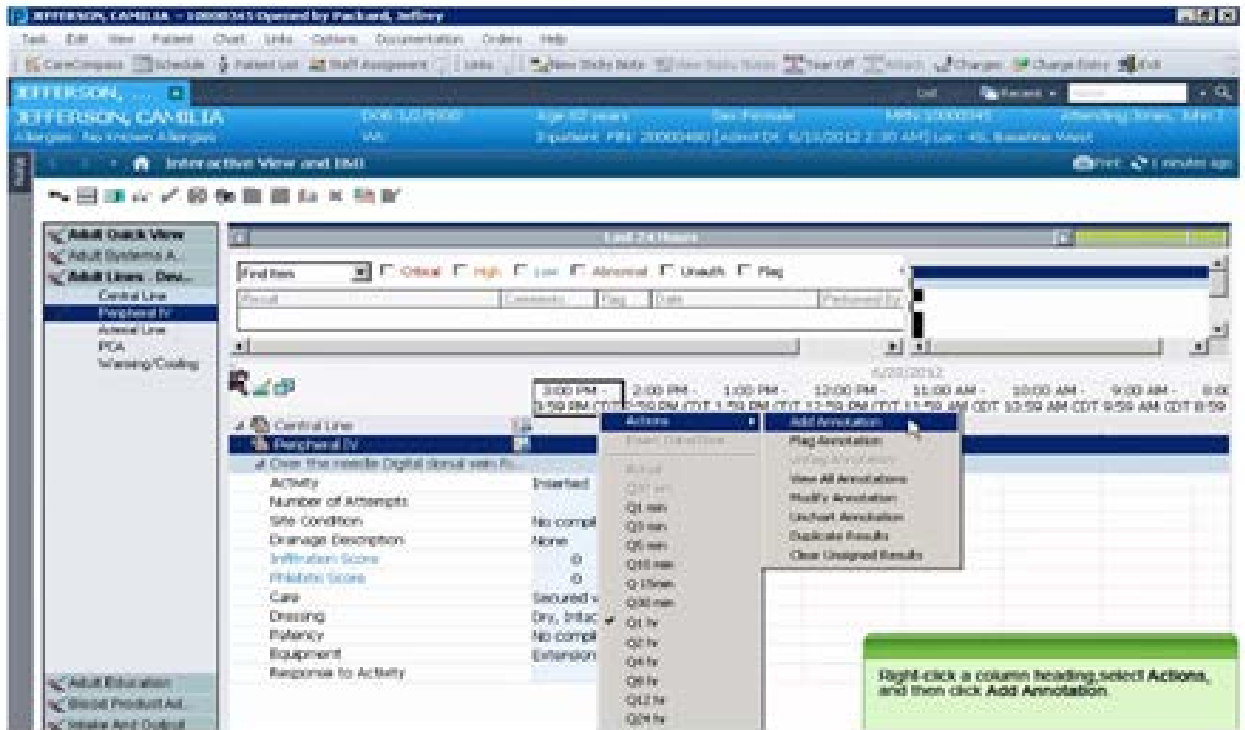
5. The title will now display the details for THIS occurrence.

	03/23/2015
	10:47
Peripheral IV:	
<Forearm Distal Left>	<input checked="" type="checkbox"/>
Peripheral IV Activity...	3/23/201...
Peripheral IV Activity:	Start
Peripheral IV Numbe...	1
Peripheral IV Device:	Continuo...
Peripheral IV ... gauge	20
Peripheral IV Flow/P...	No compl...
Peripheral IV Site Co...	No compl...
Peripheral IV Dressin...	Dry, Intact
Peripheral IV Infiltrat...	
Peripheral IV Phlebit...	
Peripheral IV Interve...	
NSS Flush-PIV	ml
Heparin Flush...	units
Site Check-PIV	

Note-If the "repeatable group" icon is selected again-this will start another occurrence for another line to be documented.

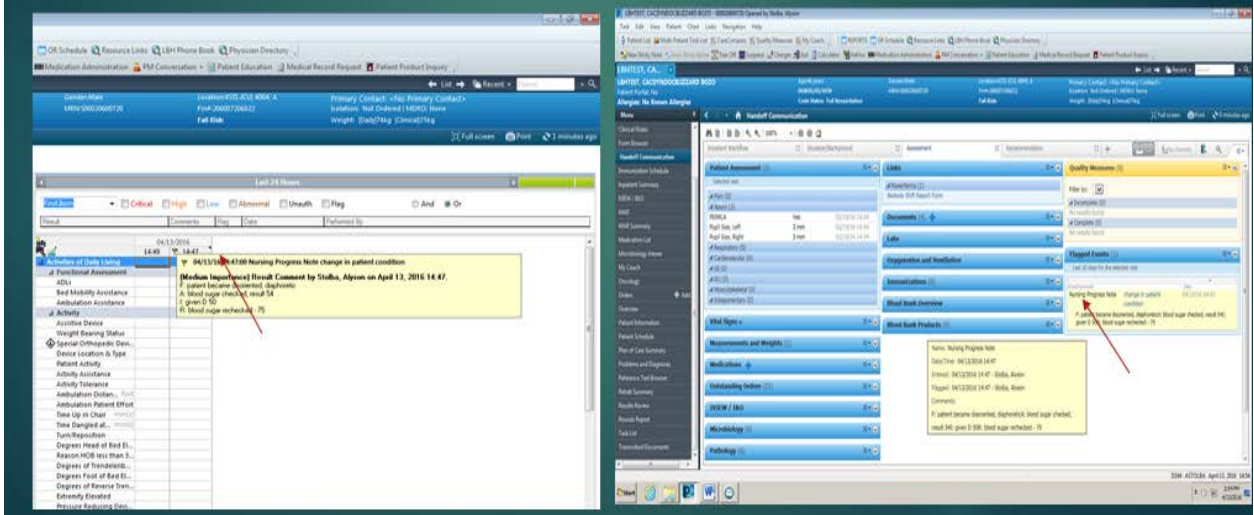
How to add Annotations in IVIEW

Right click on column heading>Actions>Add Annotation



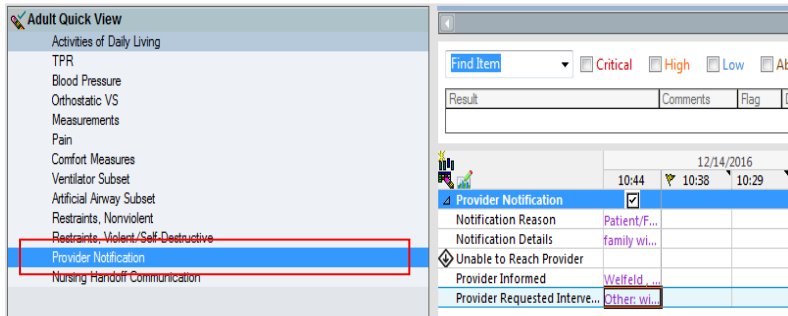
Annotations are short event notes that gives a better picture of a change in a patient's condition. This is meant to cover information **not** already found in Assessment nor IPOC.

- Annotations will be visible as a flag next to the time at the top of the column in IVIEW, in the handoff tab and in results review

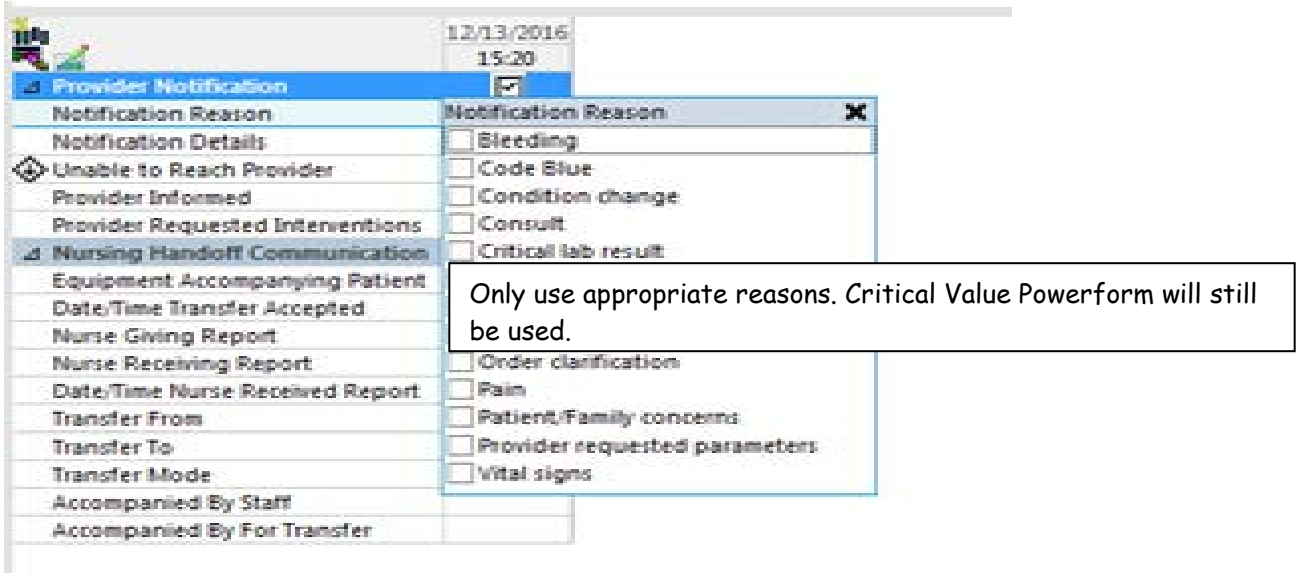


How to add Provider Notification in IVIEW

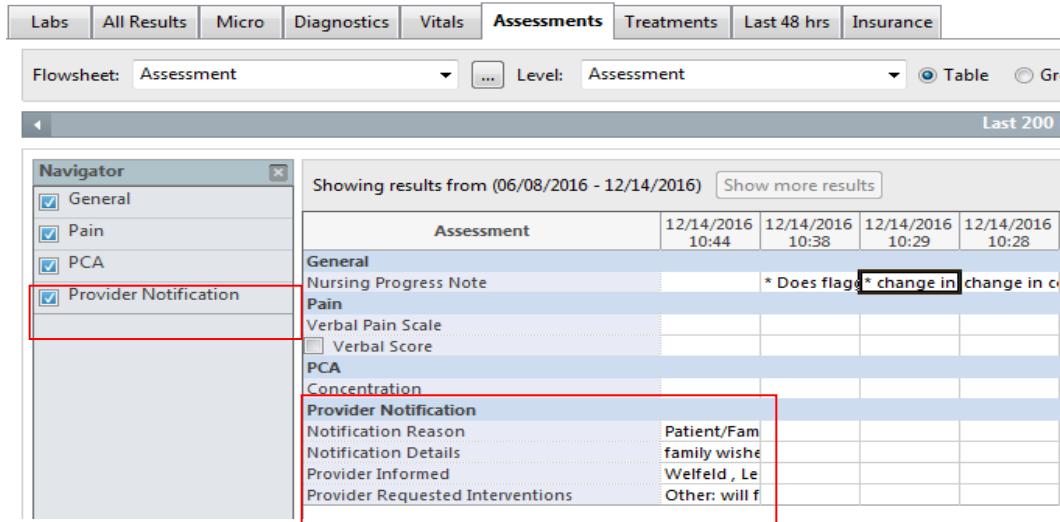
1. Provider notification can be found from the Quick view Band.



Choose a notification reason.



2. Provider Notification can be found from the Assessment tab in Results Review.

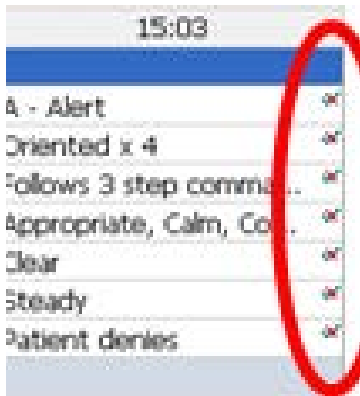


- Right click on the field to be modified.
- Select **Modify**.
- **Change information**.
- **Sign**.
- Updated information will appear in the field with the small blue triangle on the right lower corner (delta sign).

How to Unchart Data in IVIEW

- **Right click** in the field.
- Select **Unchart**.
- Select **"other"** in the reason field.
- Type **"Error"** in the Comment field.
- If Multiple fields need to be uncharted. Hold down the control key to highlight multiple fields. When unchart is selected the "other" can be selected from the comment field in one screen...but still must be selected one at a time. Then sign the pop up window.
- **The fields will post with the words "in Error"**.
- Sign

How to Cosign Student documentation in IVIEW

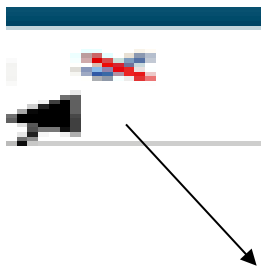


Students are able to document and sign results in IVIEW.

These results display as unauthenticated until co-signed.



The icon indicates results are unauthenticated.



The Instructor or Staff can cosign the student by selecting this icon at the top of IVIEW.

The instructor clicks on the "Authenticate" icon to review and co-sign student results in IVIEW.

Item	Result	Date/Time	Provider	Authenticate
Neurological				
Hallucinations	Patient denies	12/13/2012 15:03	Gibbons RN, Test	<input checked="" type="checkbox"/>
Gait	Steady	12/13/2012 15:03	Gibbons RN, Test	<input checked="" type="checkbox"/>
Characteristics of Speech	Clear	12/13/2012 15:03	Gibbons RN, Test	<input checked="" type="checkbox"/>
Affect/Behavior	Appropriate, Calm, Cooperative	12/13/2012 15:03	Gibbons RN, Test	<input checked="" type="checkbox"/>
Follows Commands	Follows 3 step commands	12/13/2012 15:03	Gibbons RN, Test	<input checked="" type="checkbox"/>
Orientation	Oriented x 4	12/13/2012 15:03	Gibbons RN, Test	<input checked="" type="checkbox"/>
Level of Consciousness (objective):A	- Alert	12/13/2012 15:03	Gibbons RN, Test	<input checked="" type="checkbox"/>

All results are pre-selected, but may be deselected if desired. Clicking on the "sign" button will co-sign all results.

Clicking on a single result allows the "modify" button to become active. Once the "modify" button is clicked, it takes the instructor to that result in the IVIEW where it may be modified and signed.

Item	Result	Date/Time	Provider	Authenticate
Neurological				
Hallucinations	Patient denies	12/13/2012 15:03	Gibbons RN, Test	<input checked="" type="checkbox"/>
Characteristics of Speech	Clear	12/13/2012 15:03	Gibbons RN, Test	<input checked="" type="checkbox"/>
Affect/Behavior	Appropriate, Calm, Cooperative	12/13/2012 15:03	Gibbons RN, Test	<input checked="" type="checkbox"/>
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Frequency Asked Questions

1. What will remain as a powerform in Ad Hoc?

Answer: Anything one and done-Admission database, Critical Value Powerform, Pain Re-assessment post pain medication, etc.

2. Who do I notify of something not working correctly-or needs to be added/changed in IVIEW?

Answer: After May 16th 2017 there will be turnover meetings a few times a day to discuss any further needs and additions. The superuser on each unit can bring back issues and findings to the project team. Changes will be shared throughout the LBH system.

Further Resources and Brochures

Please refer to your Clinical Leaders/Superusers in your area for anything unit specific.

The My Coach Link contains additional powerpoints and job aids.

