

healthcare:connected

EuroKing System Administration – User Support Document

Training Department December 2019



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Introduction

Purpose

This document is a support guide designed to be used by those responsible for the System Administration tasks of EuroKing Maternity Information System and covers the following functionality:

- Managing User Accounts
- Defining User Roles
- Using TopView
- Alert Definitions
- PAS Fields Admin

Audience

This document is intended to be used by EuroKing customers who are responsible for the System Administration of EuroKing.



1. System Overview

WHAT IS THE EUROKING MATERNITY INFORMATION SYSTEM?

The EuroKing Maternity Information System is an electronic information system used to collect and store specific details of a woman's pregnancy, labour, delivery and postnatal period. The data entered can be used to support audit, clinical governance, clinical negligence scheme for Trusts (CNST), Payment by Results (PbR), Maternity Services Data Set (MSDS) and research & development. The system facilitates communication between professionals and aids in the provision of timely and accurate information for the professionals involved in a woman's care. In a hospital setting it can interface with hospital information systems (HIS) and is compliant with the UK NHS Personal Demographics Service (PDS) to register a birth.

KEY BENEFITS OF USING EUROKING

- Reducing paper moving towards a paper-lite solution.
- Ability to collect payment by results and compliance with the Maternity services dataset (MSDS).
- Registering the birth and obtaining an NHS number for babies born.
- Offline working in the community negating the need for an internet connection.
- Collection of maternity services audit data/ statistics.

USER ROLES IN EUROKING

EuroKing is designed to be used by different types of care professionals throughout the course of a pregnancy from booking to postnatal discharge. These are:

Midwiyes & Maternity	Workflows for several different care pathways including antenatal, delivery and				
Support Workers	postnatal care with a place to record all aspects of a pregnancy and any past ${}^{\mid}$				
Support workers	medical history.				
	Includes workflows to record preassessment, anaesthetic procedures and follow-				
Apporthatists	ups, the recording of adverse incidents and any relevant documentation. All				
Anaesthetists	nformation can be cross referenced against other data held in the system to				
	collate NOAD statistics. (National Obstetric Anaesthetic Database).				
Obstatrisians	The Doctors Procedures care pathway provides the ability to record Obstetric				
Obstetriciaris	procedures.				
	EuroKing can provide detailed statistical reports for both local and national review				
Support Staff & Healthcare	and planning of maternity services using the Stats and Lists and Stats Builder parts				
Managers	of the application. (There are separate support documents for EuroKing System				
	Administration and EuroKing Stats Builder.)				



2. Managing Users

VIEW EXISTING USERS

A system administrator can edit and manage existing users, and add new users to the EuroKing system via

Ele Patient Euroking Reporting Security Iools Window
Home
Users
User Roles
Change Current User Password
EK EuroKing

Security > Users

The User Details window opens. All existing users are displayed in alphabetical order. The screen is divided into three areas: Search, existing users, and individual user details.

😑 User Details									
2 🛛 🖬 🗙									
Search									
Foronamos									
Surname:		Forenames S	Surname	Username	Staff Grade	User Role	Specialty	•	
Username:		► LOCUM			GP				
User Role:	•	LOCUM			GP				
Ober Hole.	· · · · · · · · · · · · · · · · · · ·	LOCUM			GP				
Grade:	-	LOCUM			GP			_	
Specialty:	•	SASSELD			GP			~	
- Personal Deta	ils	User Account Details							Boles
Title [:]	Dr 👻								User Role
_		Username:							Anaesthetist
Forenames:	LOCUM	Password:							Coder
Surname:		Map to AD User:							Implementation
GMC Code:	G6104429	Start Date:			E 10 1				Key User
DAS Code:		Statt Date.			End Date:				Obstetrician
FAS Code.		Account Locked:							Paediatrician System Manager
Person Type:	GP 👻	Disable Account:		Dis	able Reason:				Training User
Grade:	GP 🔹	CTG User:							
Specialty:	Paediatrics	Force Password							
		Change at Login:				<u>R</u> eset P	assword		

- To find an existing user, enter data into one or more search fields. Partial names may be used.
- Press Enter or click the search icon.



The search reveals a list of possible users in the system based on the data entered.

User Details											
2 🛈 🖬 🗙											
Search											
Forenames:			₩ 4								
Surname:				Forenames	Surname	Username	Staff Grade	User Role	Specialty	-	
Username:	Train		•	Training U	Training U	Train1	Midwife	System M			
Liese Deley				Training U	Training U	Train2	Midwife	System M		=	
User Role.	¥			Training U	Training U	Train3	Senior Mid	System M			
Grade:	-			Training U	Training U	Train4	Midwife M	System M			
Specialty:	•	L		Training U	Training U	Train5	GP	System M		~	

Details of the selected user account can then be viewed and edited in this area of the screen.

Personal Deta	ils	User Account Details	Roles
Title:	_	Username:	Train1 User Role
Forenames:	Training User 1	Password:	System Manager Anaesthetist Coder
Surname:	Training User 1	Map to AD User:	
GMC Code:		Start Date:	20/08/2019 15: End Date: 20/04/2022 Key User Key User
PAS Code:		Account Locked:	Obstetrician
Person Type:	Midwife 🗸	Disable Account	Disable Reason: Paediatrician
Grade:	Midwife 🗸	CTG User:	
Specialty:	•	Force Password Change at Login:	Reset Password

ADD A NEW USER

To add a new user click on the [Add Person] button.

\ominus User Details					
2 🖸 🖬 🗙					
Search Add Perso	on				
Forenames:					
Surname:					
Username:	Trair	ı			
User Role:					•
Grade:					•
Specialty:					•

PERSONAL DETAILS

- Enter the personal details of the new user.
- GMC code and PAS code will need to be completed if the Trust decides to include them here.
- Person Type, Grade, and Specialty can be selected from a drop-down list and are used to refine the search for a person when completing EuroKing questionnaires.



USER ACCOUNT DETAILS

Personal Deta	ils	User Account Details		Roles
Title:	Ms 👻	Username:	NEW1	User Role
Forenames:	New	Password:	******	Coder
Surname:	User	Map to AD Lloor		Demo
GMC Code:		Map to AD Osei.	07/11/0010 11	Key User
DAS Code:		Start Date:	27/11/2019 11: End Date: 27/07/2020 11:	Obstetrician
PAS Code:		Account Locked:		Paediatrician System Manager
Person Type:	Midwife •	Disable Account	Desable Reason:	Training User
Grade:	Midwife Manager 🔹 🔻	CTG User:		
Specialty:	Neonatology -	Force Password Change at Login:	Reset Password	
		onungo ut zogini		
	9	Change Password		
		Confirm and change the user	nassword	
		comminante change the user		
		Current Password		
		New Password		
		Confirm New Password		
			<u>Submit</u>	

Field	Description
Username	Enter a username.
Password	Click the button next to the Password field to open the Change Password window.
Map to AD User	Allows for a single sign-on if required.
Start Date	Defaults to the date the account is created but can be edited.
End date	Defaults to a set period but can be edited.
Account Locked	Account Locked happens if a user has had several failed logins and locked themselves out. To unlock the account a system administrator needs to deselect this tickbox.
Disable Account	If the System Administrator needs to disable an account, enter an end date and select the [Disable Account] tickbox.
CTG User	Legacy field. No longer in use.
Force Password Change at Login	Will prompt a user to choose their own password upon first log in.
Reset password	Allows an administrator to change a password for a user.

For user: NEW1



USER ROLE

Assign a User Role by selecting one of the options on the right. Note that only one role can be assigned to a user.

Personal Deta	ils	User Account Details		Roles
Title:	Mr ~	Usemame: HC	OLMS	User Role
Forenames:	Sherlock	Password:		Coder
Sumame:	Holmes	Map to AD User:		Demo
GMC Code:		Start Date: 01/	1/07/2019 End Date: 01/03/2020	Key User
PAS Code:		Account Locked:		Obstetrician Paediatrician
Person Type:	Doctor ~	Disable Account:	Disable Reason:	System Manager
Grade:	GP 🗸	CTG User:		
Specialty:	~	Force Password Change at Login:	Reset Password	

- Click the [Save] button to save the new user details.



Note that there is also the option for a logged-in user to change their own password via

Security > Change Current User Password.



DELETE A USER

Deleting a user does not mean that they are permanently removed from the system, but they will be removed from the user lists. If a user leaves the hospital, they can be deleted in this way to allow the pick-lists of staff in EuroKing to be kept current. To delete a user, click on the user in the list then click [X]. A confirmation window will appear.

⊖ User Details					
Search			Delete		
Forersee	IN				
Surname:		Forenames Surna	· ?	Are you sure you want to delete this record	
Username: Train		Training U Trainin			
User Role:	•	Training U Trainin	<u>s</u>		
Grade:		Training U Trainir		Yes No	
Specialty:					



3. Managing User Roles

This is a detailed view of the security settings and access levels for individual User Roles. Access to this screen will only be by a System Manager. User Roles will be mostly be determined and set by Wellbeing Maternity staff in agreement with hospital staff when the system is initially configured for them. It is accessed via

Security > User Roles

Eile	Patient	Euroking	Reporting	Security <u>I</u> ools <u>W</u> indow	
Home				Users	▼ () X
	- AL			🖉 User Roles	
		4		P Change Current User Password	
	1	E			EuroKing

Selecting a User Role in the left-hand panel of this screen will display that role's permissions in the middle panel. Users with the selected role assigned to them are listed in the right-hand panel.

\ominus Us	er Roles				
2) . x				
User	Role	User Role Detail			
Sea	arch	User Role Midwife			
		Midwife	Users Assig	ined to User F	Role
	User Role	Midwife	A	-	
	Anaesthetist	Menu Items	Username	Forenam	Sumame
	Coder			Anno Anno	Other
	Demo	System Configuration	Addier	Anne	oulei
	Implementation	Worfklow - Reload DLL's			
	Key User	Form Mapping			
	Midwife	Edit PAS Fields			
	Obstetrician	CTG Monitoring			
	Paediatrician	Interface Logs			
	System Manager	Copy Questionnaires			
	Training User	✓ Patient			
		Patient Search			
		Pre-Allocate Baby Numbers			
		Remove Baby Pre-Allocation			
		View Pregnancy Admissions			
		Patient Notes			
		View Pregnancy Contacts			
		View Baby Contacts	• Daa	en e Celenter	
		4 III •	Ren	iove Selected	Add User to role

System managers can change existing roles, or create new roles by clicking on the [Add User Role] button, but this should only be undertaken with Wellbeing support.



Commercial in Confidence



4. Top View

TopView is an audit tool that provides an overview of an individual patient's data and gives information about any users that are logging on and out the system, to audit any changes they make. From the opening page there are search fields to find a patient record via the Search tab. TopView is accessed via

Eile Patient Euroking Reporting Security	<u>I</u> ools <u>W</u> indow
Home	📋 Questionnaire Setup 🗸 🗸 🕨 🗙
	O Alert Definitions
	Patients Not Merged (HL7)
A Strate	Workflow Designer
	Backup Questionnaire
	Reload Workflow Files
	A Carepath Designer - Mother
	👶 Carepath Designer - Baby
	Staff Masterfile
	🔀 Data Maintenance
	📝 Digital Pen Manager
	🔍 TopView
	Risks, Observations _Drugs
	J Guidelines

Tools > TopView

SEARCH TAB

opView (Version 2)										
TopView										
Search Users Logged In	Audit Trail									
Search Patient		Sear	rch Results							
Hospital Number:			NHS Number	Hospital Number	Forenames	Surname	DOB	Line 1	Line 2	
INFIS Number.				PDtest 3008	Mulan	Princess	05/11/1989	30 Pink Street	Pinktown	
Forenames:			777 777 7777	PDTest6000	Aurora	Princess	05/08/1989	Bramble Cott	The Thicket	
Surname:	princess	_		S000056	BABY	PRINCESS	28/06/2019 13	BRAMBLE C	THE THICKET	
Address			888 888 8888	0008	Jasmine	Princess	05/08/1999	The Palace	Agrabah	
				S000057	ONE	PRINCESS	08/07/2019 12	THE PALACE	AGRABAH	
			854 762 0532	PDTest4321	Belle	Princess	04/11/1990	4 Disney Hei	Disney Town	
			024 395 1264	PDTest 9876	Tiana	Princess	09/10/1988	12 Disney Str	Disney Town	
			991 763 2751	PDTest9090	Merida	Princess	09/09/2000	33 Disney Av	Disney Town	
Postcode:										
Changes By User:										
Start Date :	27/11/2019									
End Date :	27/11/2019									Use Previous
	Search									Version
		•			111				•	Quit



TABLE DETAILS TAB

Once a patient record is selected there is an option to view the audit trail for the data that has been entered in the Forms via the Table Details tab. (Note: this is looking at any data that is not entered via a questionnaire). Choosing a form to view from the panel on the left will show the results of the data entry in the panel on the right. As items are selected in that list it will show the audit trail of user's entries. and any subsequent changes to the data entered, at the bottom right-hand corner of the screen.

😔 TopView (Version 2)									
TopView - Jasmine Princess [NHS Number : 888 888 8888]									
Search Table Details Carepath Details Users Logged In Audit Trail									
Patient Structure	Fields for : Demographics								
	Field Name Answer NHSNUMBER 886688888 HOSPITALNUMBER 0008 TITLE Mrs FORENAMES Jasmine SURNAME Princess BIRTHSURNAME V								
Pregnancy Overview Pregnancy Screening Overview Pregnancy Notes Pregnancy Notes	Audit Date Audit Action Answer User Name 08/07/2019 13:23:46 Insert 888 888 888 Euroking	Use Previous Version							

CAREPATH DETAILS TAB

Selecting the Carepath Details tab gives access to all the data that has been entered via questionnaires. Selecting a questionnaire on the left displays all the data on the right. Clicking on any item on the left will show an audit of answers that were entered or changed by date order, newest at the top, and by which user recorded the answer.

TopView (Version 2)						
TopView - Jasmine Princess [NHS Number : 888	888	8888]				
Search Table Details Carepath Details Users Logged In Audit Trail						_
Carepath Structure	Auc	dit Details for Past Medical_S	urgical H	History -> Id=11162		
Pregnancy 11162 [Delivery Date : 08/07/2019]		Question		answer	Field Name	
Anienata Care Booking Past Medical & Surgical History -> Id=11162		Cardiac Problems Hypertension		Congenital cardiac anomal Currently - medicated (Bloo Pressure Tablets)	y CARDIACPROBLEM od HYPERTENSION	
Past Obsterric History Green Pregnancy -> Id=11162		Haematological Proble Thromboembolic Disor	ms der	Anaemia No	HAEMATOLOGICALPROBLEM THROMBOEMBOLICDISORDE	
Appointment		Respiratory Problems Medical Examination		Asthma Yes	RESPIRATORYPROBLEM MEDICALEXAMINATION	
Delivery Suite Contact Delivery Antenatal Admissions	Auc	dit Field Trail for CardiacProb	lem:	1		i
ff Admission ff Admission 		Answer	Audit	ate Audit Action	Liser name	Use Previous Version
Construction	•	Congenital cardiac anomaly	18/11/ 11:41:	2019 Update 22	Train1	Quit
				1		



USERS LOGGED IN TAB

This will display currently logged-in users in a list in the top section of the screen, and a history of logged-in users in the bottom section. It shows dates, details of the machine, and usernames.

\ominus Top	View (Version 2)								
То	TopView - Jasmine Princess [NHS Number : 888 8888 8888]								
Sea	arch Table Details	Carepath Details Users	Logged In Audit Trail						
E	Forenames	Surname	is	Windows Identity	Machine Name	Logi	n Date		
ľ	Support	EuroKing		WSG\Emma.Brown	ID000154.WSG.	ocal 27/11/2019 11:17			
	AuditAction	UserId	Forename	Sumame	Windows Identity	Machine Name	AuditDate		
•	Logged In	1	Support	EuroKing	WSG\Emma.Brown	ID000154.WSG.local	27/11/2019 11:17	E	
	Logged Out	77	Training User 2	Training User 2	WSG\jinesh.patel	WSG-RDP-001.WSG	. 18/11/2019 15:24		Use Previous
	Logged Out	61	Elaine	Scotter	WSG\Elaine.Scotter	ID000140.WSG.local	18/11/2019 14:46		Version
	Logged In	61	Elaine	Scotter	WSG\Elaine.Scotter	ID000140.WSG.local	18/11/2019 11:13		
	Logged In	76	Training User 1	Training User 1	WSG\kayleigh.sheldon	ID000104.WSG.local	18/11/2019 11:04	-	Quit

- Use the drop-down filter to identify what activities a user performed.

∋ Тор	/iew (Version 2)				
То	oView				
Se	arch Table Details Car	epath Details Users Logged	n Audit Trail Changes made by Selected	User	
Fi	ter by User Test Eurokin	g			
	Forenames	Surnames	Windows Identity	Machine Name	Login Date
	Training User 1	Training User 1	WSG\kayleigh.sheldon	ID000104.WSG.local	18/11/2019 11:04

CHANGES MADE BY SELECTED USER TAB

The Changes made by Selected User tab opens when you filter by a user on the Users Logged In tab.

S TopView (Version 2)							
TopView							
Search Table Details Carepath Details Users Logged In Audit Trail Changes made by Selected User							
Patient Structure Changed made by user:							
	Use Previous Version Quit						



AUDIT TRAIL TAB

The Audit trail tab allows you to search for a patient by hospital number. The display shows a list of activity on that patient record. It lists the questionnaire or form that was altered; the date and time of the change; the username; and whether the action was Added, Viewed, or Saved. You can also filter by user, and type of action.

View (Version	n 2)									
pView -	Jasmine Pr	rincess [N	HS Numbe	er : 888 8	888 8888]	1				
arch Table earch Criteria łospital Numbe	Details Carepa	ath Details Us	ers Logged In	Audit Trail Added]					
	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1		-	Viewed						
Filter by Use	r: Training Search NHS	<u>C</u> le Hospital	ar 🔽	Saved	Audit		4 100 1			
Filter by Use	r: Training Search NHS Number	<u>C</u> le Hospital Number	ear ▼ : Forenames	Saved Sumame	Audit Action	Module Name	AuditDate	Username	* III	
Filter by Use Patient ID 10878	r: Training Search NHS Number 888 888 8888	Hospital Number 0008	Forenames	Saved Sumame Princess	Audit Action Saved	Module Name Questionnaire - Antenatal Admission 21	Audit Date 23/08/2019 13:51:44	Username Training	* 111	
Filter by Use Patient ID 10878 10878	r: Training Search NHS Number 888 888 8888 888 888 8888	Hospital Number 0008 0008	ear ✓ Forenames Jasmine Jasmine	Saved Sumame Princess Princess	Audit Action Saved Saved	Module Name Questionnaire - Antenatal Admission 21 Questionnaire - Antenatal Admission 21	Audit Date 23/08/2019 13:51:44 23/08/2019 13:51:36	Username Training Training	4 111	
Filter by Use Patient ID 10878 10878 10878	r: Training Search NHS Number 888 888 8888 888 888 8888 888 888 8888 888 888 888	Hospital Number 0008 0008 0008	Forenames Jasmine Jasmine Jasmine	Saved Surname Princess Princess Princess	Audit Action Saved Saved Saved	Module Name Questionnaire - Antenatal Admission 21 Questionnaire - Antenatal Admission 21 Questionnaire - Anaesthetic Follow Up 47	Audit Date 23/08/2019 13:51:44 23/08/2019 13:51:36 23/07/2019 08:53:12	Username Training Training Training	< III	Use Previous
Filter by Use Patient ID 10878 10878 10878 10878	r: Training Search NHS Number 888 888 8888 888 888 8888 888 888 8888 888 888 8888	Cle Hospital Number 0008 0008 0008 0008	Forenames Jasmine Jasmine Jasmine Jasmine	Saved Surname Princess Princess Princess Princess	Audit Action Saved Saved Saved Saved	Module Name Questionnaire - Antenatal Admission 21 Questionnaire - Antenatal Admission 21 Questionnaire - Anaesthetic Follow Up 47 Questionnaire - Anaesthetic Follow Up 47	Audit Date 23/08/2019 13:51:44 23/08/2019 13:51:36 23/07/2019 08:52:56 23/07/2019 08:52:56	Username Training Training Training Training	•	Use Previous Version
Filter by Use Patient ID 10878 10878 10878 10878 10878 10878 10878	r: Training Search NHS Number 888 888 8888 888 888 8888 888 888 8888 888 888 8888 888 888 8888 888 888 8888	Cite Hospital Number 0008 0008 0008 0008 0008	Forenames Jasmine Jasmine Jasmine Jasmine Jasmine	Saved Surname Princess Princess Princess Princess Princess	Audit Action Saved Saved Saved Saved Saved Saved	Module Name Questionnaire - Antenatal Admission 21 Questionnaire - Antenatal Admission 21 Questionnaire - Anaesthetic Follow Up 47 Questionnaire - Anaesthetic Follow Up 47	Audit Date 23/08/2019 13:51:44 23/08/2019 13:51:36 23/07/2019 08:53:12 23/07/2019 08:51:50 23/07/2019 08:51:50	Username Training Training Training Training Training		Use Previous Version

5. Alert Definitions

The alerts that are initially available in the system will be those that are configured at the installation of EuroKing. It possible however for alerts to be added at a local level. This is accessed via

Tools > Alert Definitions

<u>F</u> ile	Patient	Euroking	Reporting	Security	<u>T</u> oo	ls <u>W</u> indow									
Home						Questionnaire Setup							-		×
					©.	Alert Definitions									
		4			₽	Patients Not Merged (HL7)		-							
		1 1			۱	Workflow Designer	K	н	-11	rc	١K	(i	n	0	Ľ.
		0-				Backup Questionnaire			-01					9	1
			1		Q	Reload Workflow Files									
					<u>&</u>	Carepath Designer - Mother									
					*	Carepath Designer - Baby									
					<u>&</u>	Staff Masterfile									
					\gg	Data Maintenance									
					4	Digital Pen Manager									
					Q	TopView									
					•	Risks, Observations _Drugs									
						Guidelines									



ADDING A NEW ALERT

To add a new alert, click the Add New Alert icon and type the new alert text into the Alert Message field. Select either the Alert for Pregnancy or Alert for Baby tickbox then click Save. The new alert will now be available in the list of alerts to add to a patient record.

Predefined Alerts		
Meconium at delivery - r	nlease follow quideline	
rolonged rupture of me	embranes - please follow guideline	· · · · · ·
Preterm rupture of memb	branes - please follow guideline ilv/carer before visiting	
one worker caution	ny/care before visiting	
nterpreter required		
Veonatal alert		
Noving & handling spec	cial requirement	
		•
Jpdate/Insert Alert		
Alert ID:		
Alert Message	Inform the Safeguarding Team of any Admissions	
, ton moodugo.		
	\checkmark	
Is Alert for Pregnancy:		
ls Alert for Pregnancy: Is Alert for Baby:		
Is Alert for Pregnancy: Is Alert for Baby:	During sleet to Baby	

DELETING AN ALERT

To delete an alert, select the required alert from the list and click on the Delete Alert icon.

Service Alert Definitions	×
🖳 🛒 🖼	
Predefined Alerts	
Please t Delete Alert b the GBS guideline. Inform the social worker named in the notes of ANY antenatal admission. After delivery inform the social worker named in the notes 9-5 weekdays. Inform the Safeguarding Team before discharge following delivery Please note raised BMI and treat according to guideline.	^
Anaesthetic management plan available in notes. Diabetic care plan for labour available in notes. History of MCADD - Paediatric alert required Meconium at delivery - please follow guideline Prolonged rupture of membranes - please follow guideline	¥



6. PAS Fields Administration

This applies to the various demographics fields that are found within a patient's file. Some of the fields are autopopulated from your PAS/HIS via the interface, others are not. This facility enables the system administrator to make fields read-only. Note that this will generally be completed by the implementation team at the time of installation and should rarely need to be accessed post go-live.

Euroking > PAS Fields.



- This will display a list of the existing read-only fields. To add a new read-only field click the Add icon.

6	PAS Fields			
Г	Form Name		Control Name	Description
	Pregnancy Overview	~	txtDate	
	General Details	~	eversmoked	test
	Patient Record	~	txtLocalAuthority	Local Authority
	Patient Record	~	txtChildrenCentre	Children Centre
	Patient Record	~		
	Pregnancy Screening Care Professionals Baby Care Professionals General Details General Details Baby			
	Patient Record Next of Kin Partner Pregnancy Overview			

- From the drop-down list in the Form Name column, select the form that the field is located in.
- Click on the next column, Control Name. A template view of the form is displayed.
- Click on the field you wish to be controlled and it will turn red.
- Click the [Use Selected Control to be a PAS Field] button.

				software	eir	19
Select a Form C	Control			_		×
Select a control by o	clicking any item on the form		Use S	elected Control to be	a PAS Fie	eld
General Details]	
Marital Status:		Language Spoken:				
Religion:		Ethnic Origin:				
Country of Birth:		Overseas Visitor:				
Occupation:						
Type of Diet:						
Category:						
Ever Smoked:						

It returns to the list. Select the Disabled tickbox to make the chosen field read-only, meaning that it will be populated only from the interface with PAS/HIS.

	Patient Record	~	txtChildrenCentre	Children Centre/Neighbourhood Centre	
•	General Details	\sim	ethnicorigin		

Fields can also be disabled or enabled from within a patient record, in a summary screen. A right-click on the required field will give a list of options as shown here.

📧 📃 🍮	8 ₫	Þ	<u> </u>	¥ 4	5 5		Ľ	G	1		
General Details											
Marital Status:						~	La	anguag	je Spol	ken:	~
Religion:						~		Eth	nnic Or	rigin:	Define Mapping
Country of Birth:						~		Overs	eas Vi	sitor:	Disable (Populating from Interface Engine)
Occupation:											Enable (Enter text manually)
Type of Diet:						~					Undo
Category:						~					Cut
Ever Smoked:						~					Сору
											Paste
											Delete
											Select All

Give the field a name when prompted. Click Ok to Save. This will now be a read-only field.

S What is the control name?						
Give this control a descriptive name						
Ethnic Origin						
OK						



Document Control

Title		EuroKing System Admin User Support Document								
Owner		Wellbeing Training Manager Date Created 01/12/2018								
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