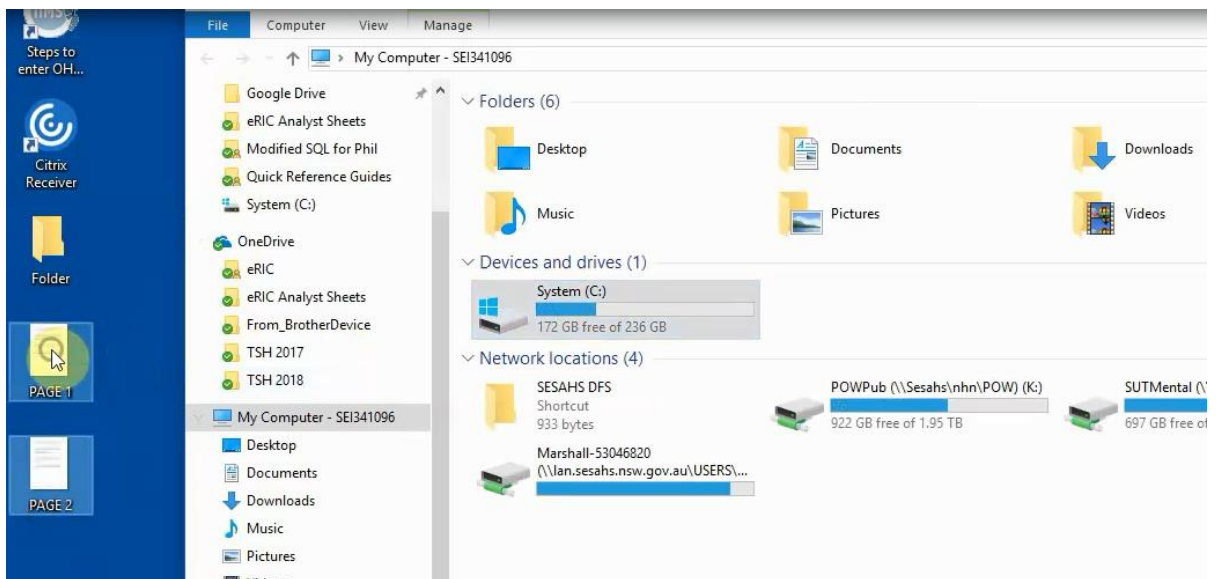


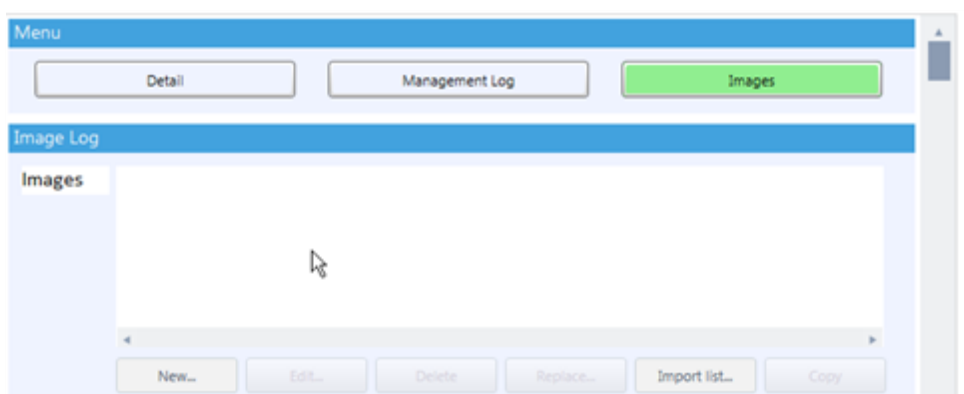
## Uploading an Advance Care Directive (ACD) to eRIC.

1. Scan the ACD to JPEG format. Place each JPEG file (maybe multiple pages) into the computers **C: drive**. (note: the drive letter will change in step 4)

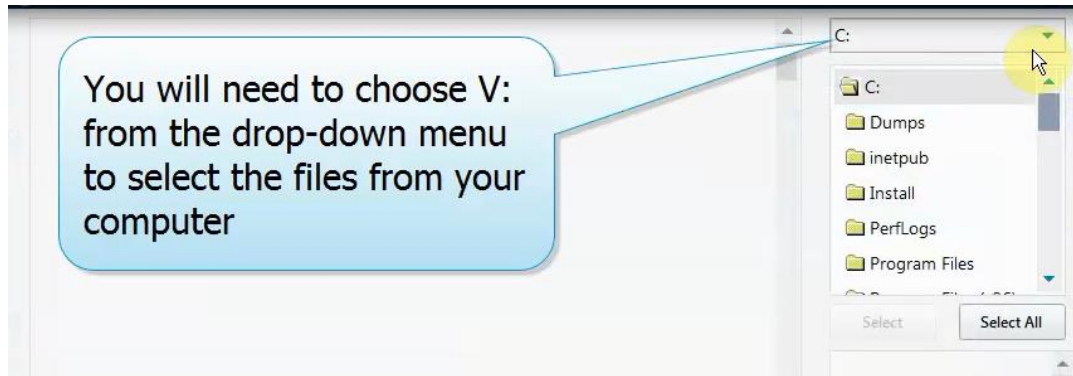


2. In eRIC, click END OF LIFE > ADVANCE CARE DIRECTIVE at the top of the screen.

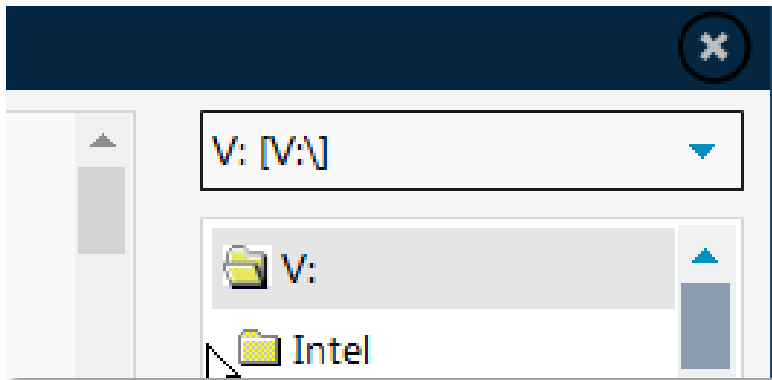
3. Click IMPORT LIST...



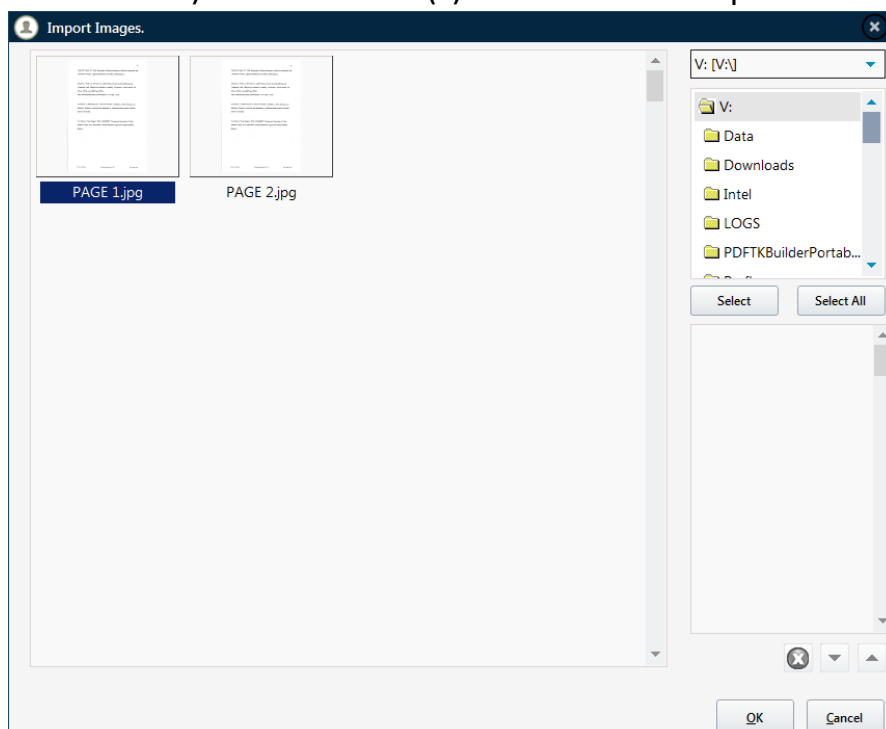
4. This will open an Import Images window. The User will need to locate the File. On all computers it is in the **V: drive**.



5. Select **V: drive** from drop down menu from the Import Images window.



6. Search and locate appropriate image from the V: drive. (If the Image cannot be located, search V:\ Users folder and navigate through the correct user). Select the file(s) & click 'OK' to import into eRIC.



## 7. Click SAVE AND CLOSE.

CVAD PATIENT - Advance Care Directive

20/12/2018 09:47 (Saved at : 20/12/2018 10:36 ) By : TSH\_Nur...

Advance Care Directive

Advance Care Directive Exists  Yes  No [Policies and Guidelines](#)

Advance Care Directive Reviewed  Yes  No

✓ Scanned Documents

New... Edit... Delete... Replace... Import list... Copy

Comments

Save Save and Close Close

8. To place the alert at the top of the screen: NURSING or MEDICAL > ALERTS AND ISOLATION REQUIREMENTS > ADDITIONAL EMR ALERTS > ADVANCE CARE DIRECTIVE (Click the checkbox).

Menu Nursing Medical Scores Dose & Task List

Clinical Overview Graph Overview Vital Signs

Go to

POWHR 20/12/2018 09:00

HR 200  
▲ ABPs 150  
▼ ABPd 100  
× ABPm 50  
▲ NIBPs 50  
▼ NIBPd 0

HR  
Cardiac Rhythm  
ABPs  
ABPd  
ABPm  
NIBPs  
NIBPd  
NIBPm  
Temperature  
BGL  
Glucose Various (mmol/L)

Select a Patient  
Admission Summary  
Allergies/ADR  
**Alerts and Isolation Requirements**  
Patient Summary  
Progress Notes  
Problem List  
Lines / Drains / Tubes  
Physical Restraint(s) Order  
Clinical Procedure Safety Checklist (Timeout)  
Nitric Oxide Order and Observations  
Burns  
Research Studies  
eNIMC  
Medical Discharge Summary  
eHOC  
ANZICS

Alerts and Isolation Requireme... Additional eMR Alerts

eMR Alerts (Please transcribe these alerts from the eMR)

Alerts (eMR)

- Absconder
- Access requirement
- Access requirement - wheelchair
- Advance Care Directive
- Alleged victim of crime
- Anaesthetic Alert - Other
- Apprehended Violence Order (AVO) in place
- Apprehended Violence Order (AVO) in place - Carer
- Apprehended Violence Order (AVO) in place - Family
- Apprehended Violence Order (AVO) in place - Friend
- Autonomic Dysreflexia Risk

You may be required to complete the first alerts tab before pressing **SAVE AND CLOSE**:

Alerts and Isolation Requireme... Additional eMR Alerts

Alerts and Isolation Requirements

Alerts

- None
- MRSA
- VRE
- ESBL
- MRAB
- VISA
- CRE
- Burkholderia cepacia

Simply choose 'None' if the patient has no other alerts that apply

- Clostridium difficile
- Respiratory
- Varicella
- Cytotoxic
- Immunosuppressed
- Hepatitis B

Precaution Type

Room Pressurisation

Neutropenic

Comments

Choose the correct infection control precaution for the patient.

- Tier 1 (Standard)
- Tier 2 (Contact)
- Tier 2 (Droplet)
- Tier 2 (Airbourne)