

From the Office of Clinical Informatics New England Donor Services (NEDS) Staff PowerChart User Guide

September 26, 2023

A position has been created for NEDS staff to use when signing into PowerChart to provide appropriate access to Northern Light Health Organ Donation patients' charts.

Locating PowerChart/Logging In

- **<u>STEP 1</u>**: Locate the **Microsoft Edge** icon on the desktop taskbar at the bottom of the screen.
 - Click the icon and it will open to the NLH Member Organization intranet page.
- <u>STEP 2</u>: Navigate to Quick Links on the right side of the page, locate **Cerner Millennium** and double-click.
- **<u>STEP 3</u>**: Select **PowerChart**.
- **<u>STEP 4</u>**: Enter the provided **Username** and **Password**.
- STEP 5: Click OK.

Searching for a Patient

Search for a patient with **MRN**, **Name**, **FIN** number, or **Date of Birth**.

- **<u>STEP 1</u>**: Navigate to the search bar on the right side of the screen.
 - If you have the **MRN** of the patient, click the field and enter the MRN.

OR

- Select the magnifying glass to search by patient name or other search criteria.
- **<u>STEP 2</u>**: Select the appropriate encounter.

<u>NOTE</u>: NEDS encounters will have the Nursing Unit listed as ODON and the Attending Physician will be listed as New England Donor Services.

STEP 3: Click OK.

Chart Review

Chart review is completed from the **Inpatient 2018** tab within **Provider View**. The table of contents component on the left side of the chart has been set up for NEDS staff use.

- Documents
 - View ED Provider notes, Admission and History, Progress Notes, Consults, etc.. in this component.
 - The timeframe filters can be modified to: Last 7 days, Last 24 Hours, Last 3 Months, or Last 1 years.
 - The recommended timeframe is the Last 7 days (default) or the last 24 hours.

	Cerner Millennium	
	<u>U</u> sername :	
	Password :	
	Domain :	
	p108 🗸	
	OK Cancel	
PowerChart		

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Full screen	8	Print	ှေ 0 minutes ag	30

All Visits Last 7 days Last 24 hours Last 2 weeks Last 1 years 🗸 🆽 🔲

- Labs Flowsheet
 - The same filters can be applied to the Labs Flowsheet component.
 - There is an option to toggle between grid view and list view of labs.
- Diagnostics
 - This component will display all procedures/images from Radiology, Cardiology, and Neurology.

Lines/Tubes/Drains

- This will display current, and if desired, discontinued Lines, Drains, and Tubes.
- The location and insertion date and time will also be listed.
- Intake and Output
 - Fluid balance data is displayed within this component.
- > Medications
 - Ordered medications will be listed in this component.
 - Click the arrow next to the component name to see a list of medications.
 - Click the medication to open additional data, including date and time of last dose and order details.
- > Order Profile
 - All active orders will be defaulted to display.
 - Filter the orders by selecting the arrow next to View.

<u>NOTE</u>: For NLH Cerner access issues, please call 207-973-7728. Please contact NEDS IT or refer to ODS training for questions regarding order entry guidelines.

For questions regarding process and/or policies, please contact your unit's Clinical Educator or Clinical Informaticist. For any other questions please contact the Customer Support Center at: 207-973-7728 or 1-888-827-7728.

Medications
Order

Scheduled (19)

Continuous (0)

PRN/Unscheduled Available (2)

Suspended (0)
 Discontinued (0) Last 24 hours

Administered (0) Last 24 hours

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View All Active Orders

