Northern Light Health

From the Office of Clinical Informatics

Reporting Portal
Alert Data for SIRS/Sepsis

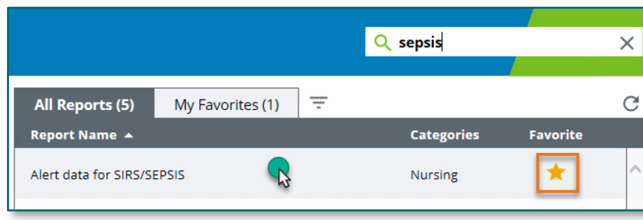
June 19, 2020

Early intervention in the treatment of SIRS/Sepsis directly correlates to positive patient outcomes. The Alert Data for SIRS/Sepsis Report provides details pertinent to the timeline for bundle compliance and ensures adoption of best practice workflows by clinicians interacting with the alert.

Reporting Portal

The Reporting Portal can be accessed from PowerChart and FirstNet toolbars.

➢ **Generating the Alert Data for SIRS/Sepsis Report**

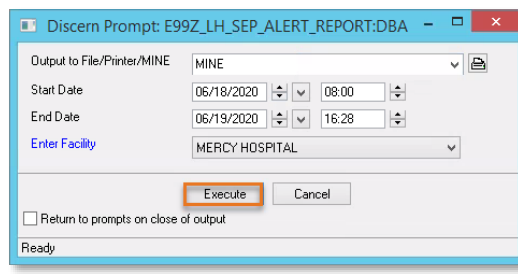


STEP 1: Type Sepsis in the search window.

- The report will show on the left of the screen as a recent report for future generation.

STEP 2: Click Alert Data report.

- The report can be saved as a favorite by clicking the star icon.

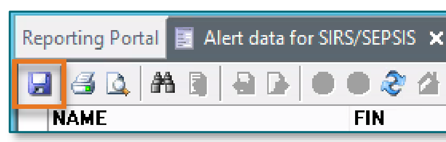


STEP 3: Click Run.

- Enter the details for date range and facility.

STEP 4: Click Execute.

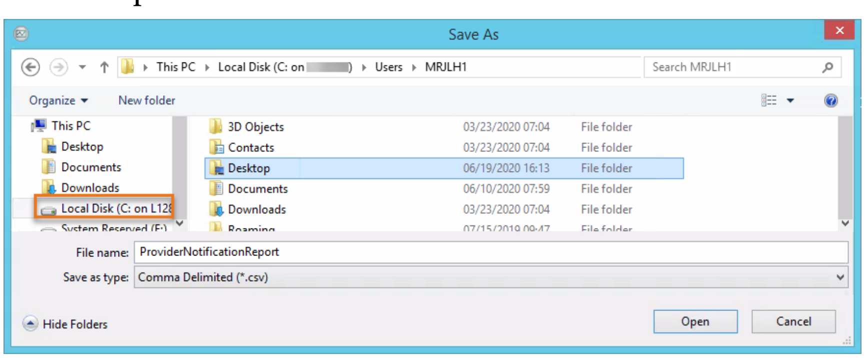
➢ **Saving the Report**



STEP 1: Click the Save icon.

STEP 2: Drill down to the desktop of the device being used.

- Local Disk (includes device ID)→Users→Network Sign On of the User→Desktop.
- Update the File Name as desired.
- Save as a .CSV file, which is an Excel compatible format.
- Click Open.

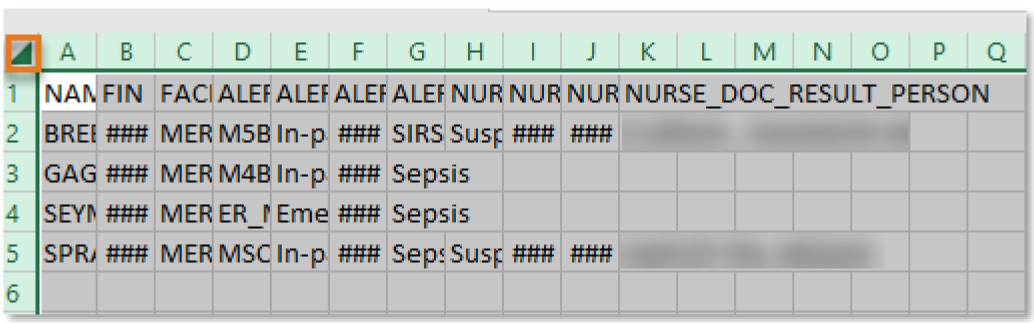


➢ Reviewing the Data

STEP 1: Navigate to the desktop and open the report.

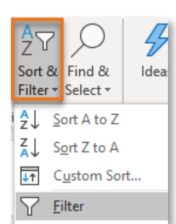
STEP 2: Click the triangle in the cell to the left of Column A.

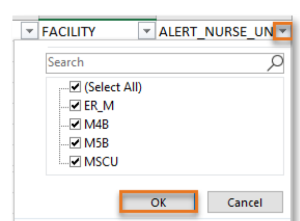
- This will turn the screen grey.
- Double-clicking on a column-dividing line will expand all to see the contents.
- Columns indicate:
  - Patient Name
  - FIN
  - Facility
  - Unit
  - Visit Type
  - Date/Time of Alert
  - Type of Alert
  - Reason for Provider Notification
  - Date/Time of Notification
  - Date/Time of Documented Response
  - Name of Nurse Documenting the Notification



STEP 3: Click the Sort & Filter button in the toolbar.

- Drop-down arrows will appear in the headers.





STEP 4: Click the drop-down arrow to sort by unit.

- Leadership can review the report for any missing notification documentation and follow up with the nurse caring for the patient.

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.