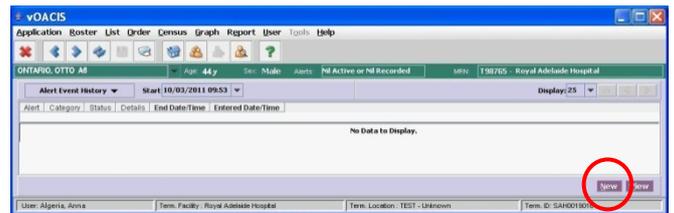


SA Health - Updating OACIS Clozapine Alerts

Clozapine Alert Create / Update / Inactivate / Report

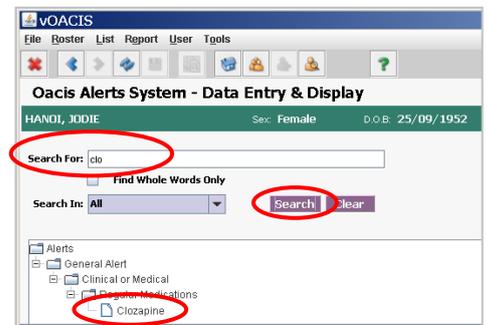
To create a Clozapine alert

1. Double-click on the blank space (or time stamp) in the **ALERT** column on roster.
Alert Event History List is displayed. If there are no previous alerts recorded, screen will show "No Data to Display".
2. Click **New** button.
The *Oacis Alerts System – Data Entry & Display* window opens in search mode.
3. Type the first 3 letters of the alert name in the **Search For:** text box (for example: *Clo*).



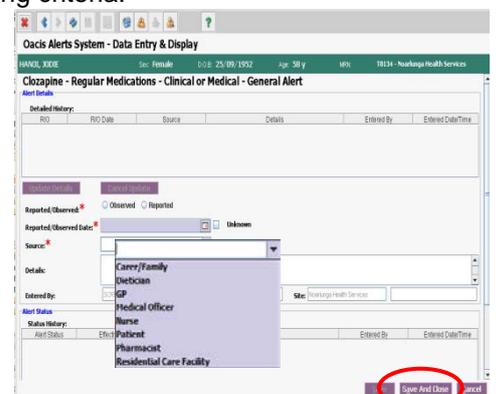
Note: Alternatively, expand the *General Alert* folder, then the *Clinical or Medical* folder, *Regular Medications* folder, then double click on *Clozapine* to open data entry screen.

4. Click **Search** button.
The catalogue view will display all alerts with matching criteria.
5. Double click on *Clozapine* alert.
The *Oacis Alerts System – Data Entry & Display* window is displayed.
6. Complete all relevant fields (including details) see notes below.



Note: **Always select Reported** in the **Source*** field and enter the service, ward or clinical unit. Other selections are also available (see dropdown list). A red *asterisk indicates a mandatory field.

Note: The following standard comment must be entered in the **Details** field when creating a new alert. The Clozapine (CPN) number is to be included if known.
'CPN#.....Please contact Community Clozapine Coordinator and/or the Consultation Liaison Team in the hospital for more information'..

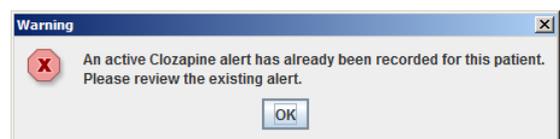


7. Click **Save And Close** button.
The *Patient Safety Identity Verification* dialog box will be displayed.
8. **Check all details.** If correct, click **Yes**.
Returns to the *Alert Event History* list window.
9. Click **Refresh** button on toolbar.
Alert Event History list is refreshed, the new alert will be displayed.



Note: When attempting to create a new alert, a warning message will be displayed if there is an existing

To view or update an existing alert, double click on the alert from the list or single click on alert, then click **View** button. If starting from the roster, follow instructions below.



To update/inactivate a Clozapine alert

1. Double-click on the time stamp in the **ALERT** column on roster. *Alert Event History List* is displayed.

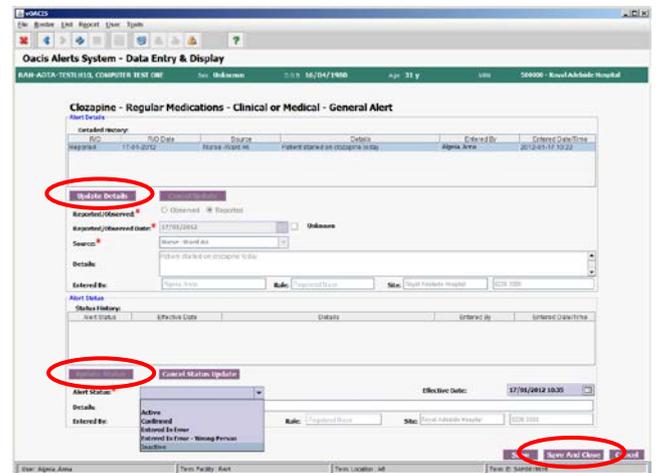


2. Double click on the alert or single click on it, then click **View** button. The *Oacis Alerts System – Data Entry & Display* window is displayed with *Update Details* and *Update Status* buttons active.
3. Click on either **Update Details** to add details to existing alert, or click **Update Status** button to select a different status e.g. *Inactive*, *Entered in Error*, *Entered in Error – Wrong Person*.

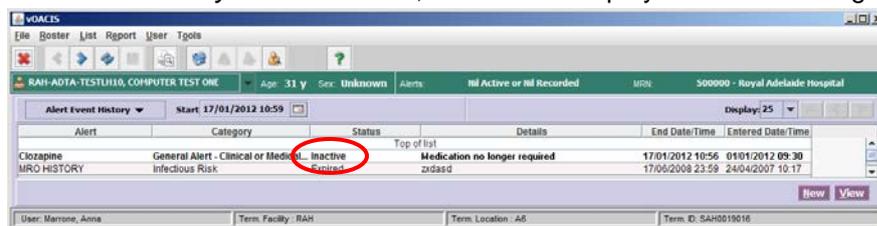
WARNING: Do not update details if a patient has status of INACTIVE.

Note: **Update Details** and **Update Status** fields can be updated at the same time if required. Dropdown selection fields are activated when button is selected.

4. Complete all relevant fields.
5. Click **Save And Close** button. The *Patient Safety Identity Verification* dialog box will be displayed with status of Active.
6. **Check all details.** If correct, click **Yes**. Returns to the *Alert Event History* list window.



7. Click **Refresh** button on toolbar. *Alert Event History* list is refreshed, alert will be displayed with the changed status.



You now have access to run a Clozapine Alert Report directly from vOacis. There are 2 sections to this report. The first section will list ALL current inpatients with an Active Clozapine Alert. The second section will list those who have been admitted the day you ran the report.

To run a Clozapine Alert Report

- Double-click on the blank space (or time stamp) in the ALERT column on roster. *Alert Event History List* screen displays.

Alert	Category	Status	Details
Top of list			
Transfusion Medicine	General Alert - Clinical or Medical ...	Inactive	
Clozapine	General Alert - Clinical or Medical ...	Inactive	rechallenged on 23/3/2012
Clozapine	General Alert - Clinical or Medical ...	Entered In Error	client on clozapine, takes 250mg nocte, contact
Clozapine	General Alert - Clinical or Medical ...	Entered In Error - Wrong	TESTING 1
End of list			

- Click on **Report** on the menu bar, then on **Select Report**. The *Select Report* screen is displayed.

- Click in radio button next to *Clozapine Alert Report*.

- Click **OK** button.

The *Clozapine Alert Report* will be displayed.

- To print the report, click on printer icon.

Clozapine Alert Report

Current Admissions (Patients admitted prior to today)

Patient Name	MRN	DOB	Suburb	Clozapine Alert Start Date	Encounter Type	Ward Admitted	Hospital	Admit Date & Time
GO ANE	435	13/04/1969	WHYALLA NORRIE	07/11/2012 09:43	E	Emergency	RAH	26/07/2012 03:17
GO ANE	467	13/04/1969	WHYALLA NORRIE	07/11/2012 09:43	I	R & R - Acute Country Health SA	GLN	24/10/2012 13:05
MAC LINDA	754	19/01/1985	MCLAREN FLAT	15/11/2012 13:13	I	SURGICAL	NHS	

For more information

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Confidentiality (caveat if required)-1#-A#

