



User Manual for Sendinel

Sending SMS and Phone Calls to Patients

Potsdam, May 2010

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1 WHY USE SENDINEL?

Sendinel allows you have to reach your patients via their cell phones. For example patients could be informed if their lab results or medicine have arrived. This saves time for the patients and improves the waiting situation in the clinic because patients only have to come if the needed medication is available at the clinic.

2 WHEN?

You should use sendinel, when you make appointments with the patients. So when you write down the date of the next-follow up consultation or the date of the next vaccination in the patient's file, you should also enter the appointment in sendinel. Sendinel should also be used, when you receive lab results or when medicine arrives and patients are waiting for it.

3 WHAT CAN YOU DO?

You can

- Remind people of vaccinations
- Remind people of follow-up consultations (for example patients with chronic diseases)
- Tell people that their labresults have arrived
- Tell people that they should come pick up their medicine
- Inform a group of people about something

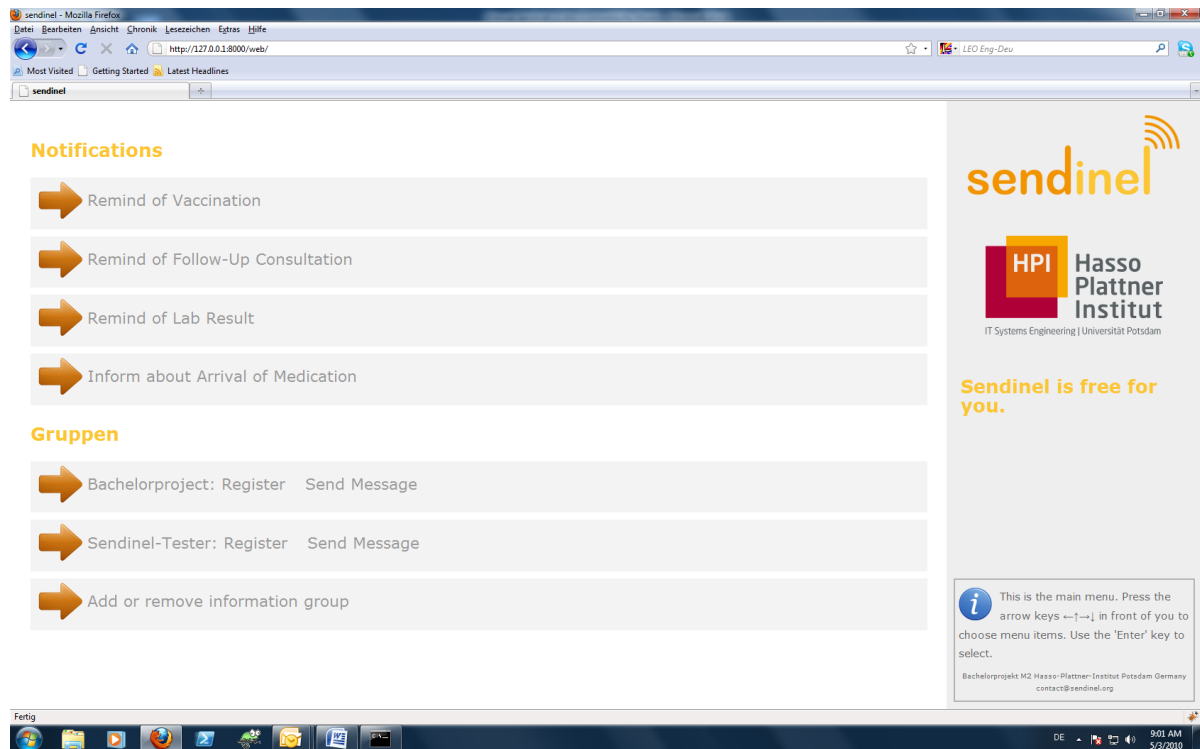
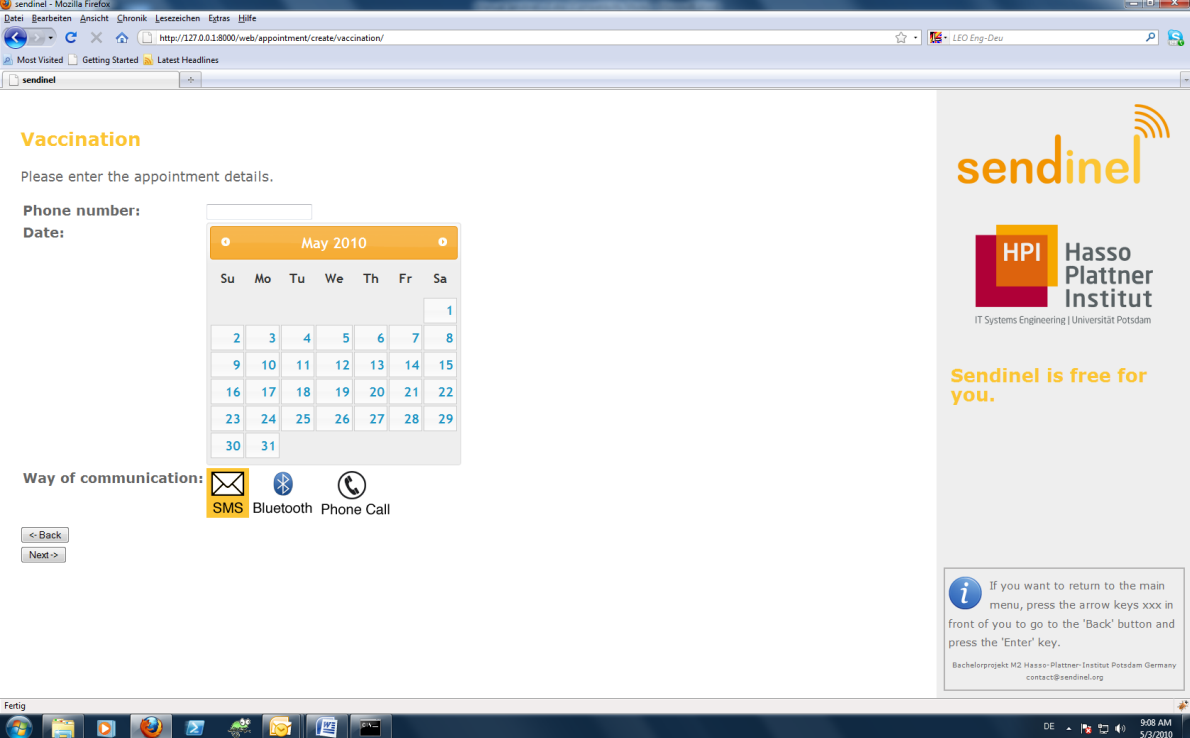


Figure 1: the main screen of sendinel

3.1 REMIND PATIENTS OF NEXT VACCINATION

If you want to remind someone of the next vaccination, kindly click on the main menu on “Remind of Vaccination”. Then you will see this on your computer screen:



Vaccination




Please enter the appointment details.

Phone number:

Date:

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30	31					

Way of communication:   

SMS Bluetooth Phone Call

< Back Next >

sendinel

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IT Systems Engineering | Universität Potsdam

Sendinel is free for you.

i If you want to return to the main menu, press the arrow keys xxx in front of you to go to the 'Back' button and press the 'Enter' key.

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contact@sendinel.org

Figure 2: If you want to remind a patient of a vaccination, you have to enter the telephone number, the date of the appointment and the way of communication

Please enter the phone number of the patient.

Then you have to enter the date when the next appointment is going to take place. Please look if the box shows the correct month. If the month is not the right one, you can use the little arrows to the left and right of the month name to choose the next or the previous month.

Vaccination

Please enter the appointment details.

Phone number:

Date:

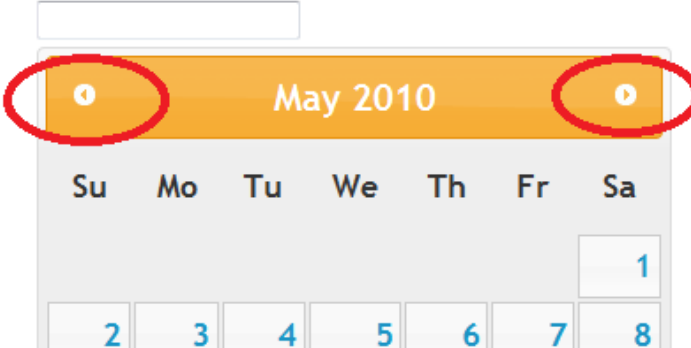


Figure 3: In order to change the month to the next month, you have to click on the right arrow.
In order to change to the previous month, you have to click on the left arrow

Then click on the correct date. If you have chosen a date, it will be highlighted in orange.

As a last step, you have to choose the way of communication. If you want your patient to receive an SMS, kindly click on the SMS symbol. If you think, that your patient might be illiterate, choose "Phone Call". Then the patient will be called one day before the appointment and reminded of the vaccination.

Finally, click on the next button at the bottom of the screen.

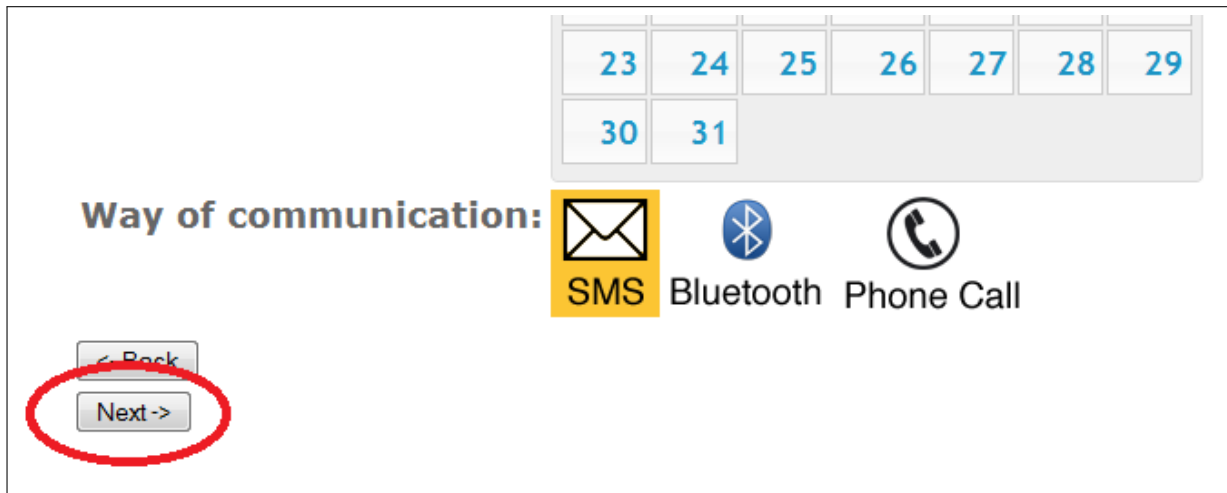


Figure 4: When all appointment details are entered correctly, you will see this information screen

You clicked and still see the Appointment-screen?

Then there should be an error message. Look for a red text on the screen. It will help you to enter all information correctly. When you have followed the advice, kindly click on the next button again.

Vaccination

Please enter the appointment details.

Phone number:

Please enter a phone number


Date:

Please choose a date


May 2010

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Way of communication:



SMS



Bluetooth



Phone Call

Figure 5: When you did not enter neither phone number nor date of the appointment, you will see these two error messages

If you entered all information correctly, you will see the following screen:

You should now inform the patient that he/she will be contacted one day before the vaccination is scheduled. Then the patient will not be surprised to receive an SMS or a phone call from the clinic.

After 2 minutes or when you click on the next button, you will return to the main screen of sendinel.

3.2 REMIND PATIENTS OF FOLLOW-UP CONSULTATIONS

This works nearly exactly like reminding patients of the next vaccination.

- Click on “Remind of Follow-Up Consultation” on the main menu.
- Then enter the phone number of the patient and the date of the appointment
- choose a fitting way of communication

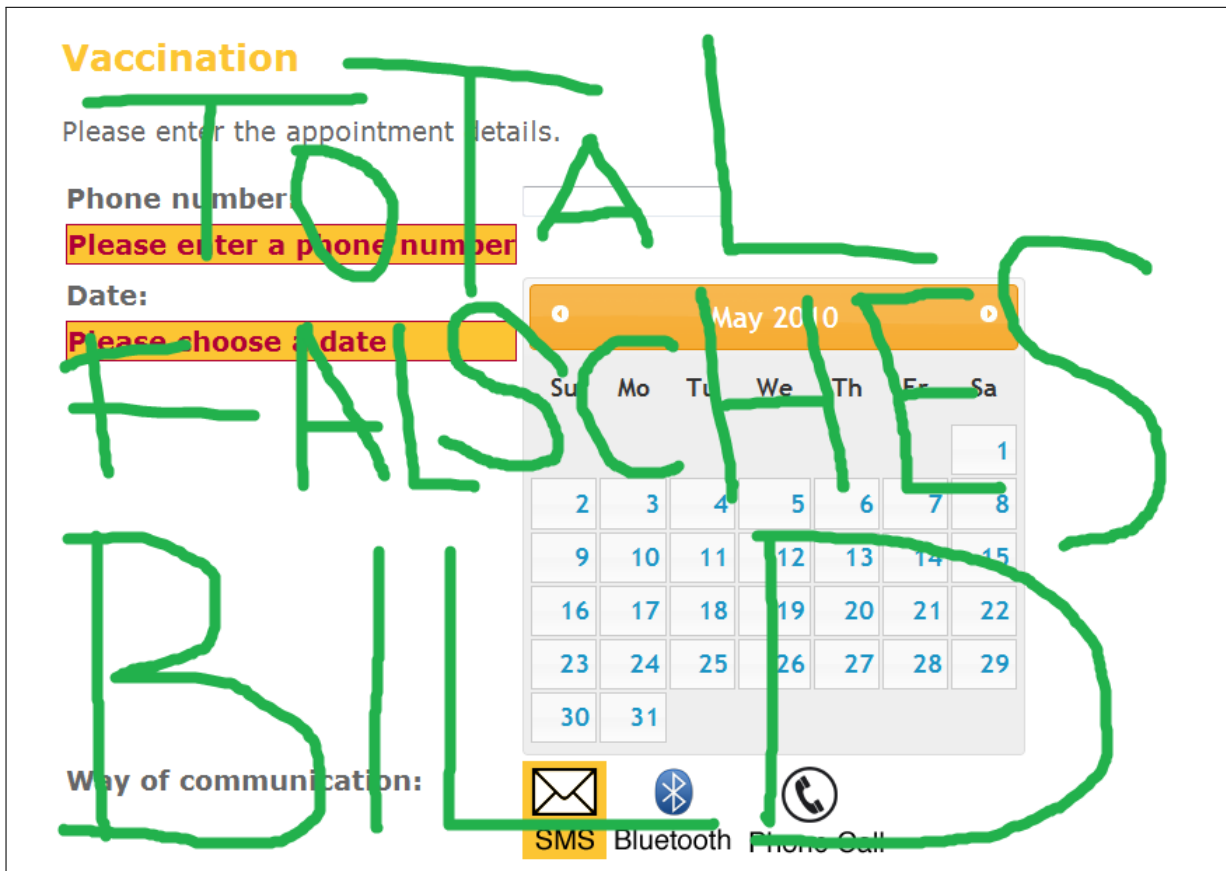
- then go on just like when reminding for the next vaccination

3.3 INFORM PATIENTS THAT THEIR LAB RESULTS HAVE ARRIVED

This works also very similar to reminders for vaccinations

- Click on “Inform about Lab Result” on the main menu.
- Then enter the phone number of the patient and choose a fitting way of communication
- then go on just like when reminding for the next vaccination

If you want to inform more than one patient that the lab results have arrived, you may use the “Inform another patient about lab results” button on the last screen.



Vaccination

Please enter the appointment details.

Phone number:

Please enter a phone number

Date:

Please choose a date

May 2010

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Way of communication:

☒ SMS ☐ Bluetooth ☐ Phone Call

Figure 6: Pressing the button, you can immediately inform another patient about the arrival of lab results

Then you will be able to enter another phonenumber and way of communication.

3.4 INFORM ABOUT ARRIVAL OF MEDICATION

This feature does not yet exist. It will hopefully be available till June 2010.

3.5 SEND NOTIFICATIONS TO GROUPS

You can regularly send information to a group of patients. For example you can notify all subscribers to “information for pregnant women” if there is going to be a gymnastics training for them.

You can enter the groups yourself. Every group you add can be found on the main screen.

Vaccination

Please enter the appointment details.

Phone number:

Please enter a phone number

Date:

Please choose a date

TOTALS

FALSCHES

BILDS

Way of communication:

☒ SMS ☐ Bluetooth ☐ Phone Call

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Figure 7: You find all existing groups on the main screen

3.5.1 SENDING A MESSAGE

When you want to send a message to a certain group, you have to click on “send” next to the title. So let’s assume, I want to send a message to the group named “Clinic Information”. I click on “send” next to “Clinic Information” on the main page. This leads me to a new screen:

Vaccination

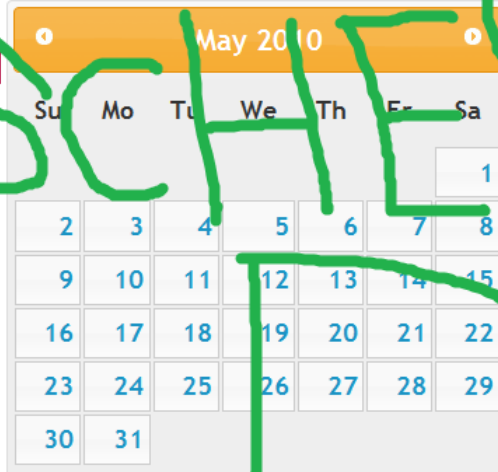
Please enter the appointment details.

Phone number:

Please enter a phone number

Date:

Please choose a date



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Way of communication:



SMS



Bluetooth



Phone Call

Figure 8: Writing a new message to the Clinic Information group

After you have clicked on “next” you see the success message:

Vaccination

Please enter the appointment details.

Phone number:

Please enter a phone number

Date:

Please choose a date

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Way of communication:

☒ SMS
 ☐ Bluetooth
 ☐ Phone Call

Figure 9: Having successfully sent an information to all group members

You have only 160 characters for your message, so that it all fits in one SMS. This message will then be sent to all subscribers to that group.

3.5.2 REGISTERING PATIENTS TO GROUPS

But who subscribes the patients to the groups? This must also be you, the clinic staff. So for example, if there is a pregnant woman, it might be good to ask her if she wants to be subscribed to “information for pregnant women”. Then she would receive all messages that the clinic writes on the topic, until she is unsubscribed again.

In order to register a patient, kindly click on “register” next to the name of the group. So in our example you would have to click as shown in figure 10.

Vaccination

Please enter the appointment details.

Phone number:

Please enter a phone number

Date:

Please choose a date

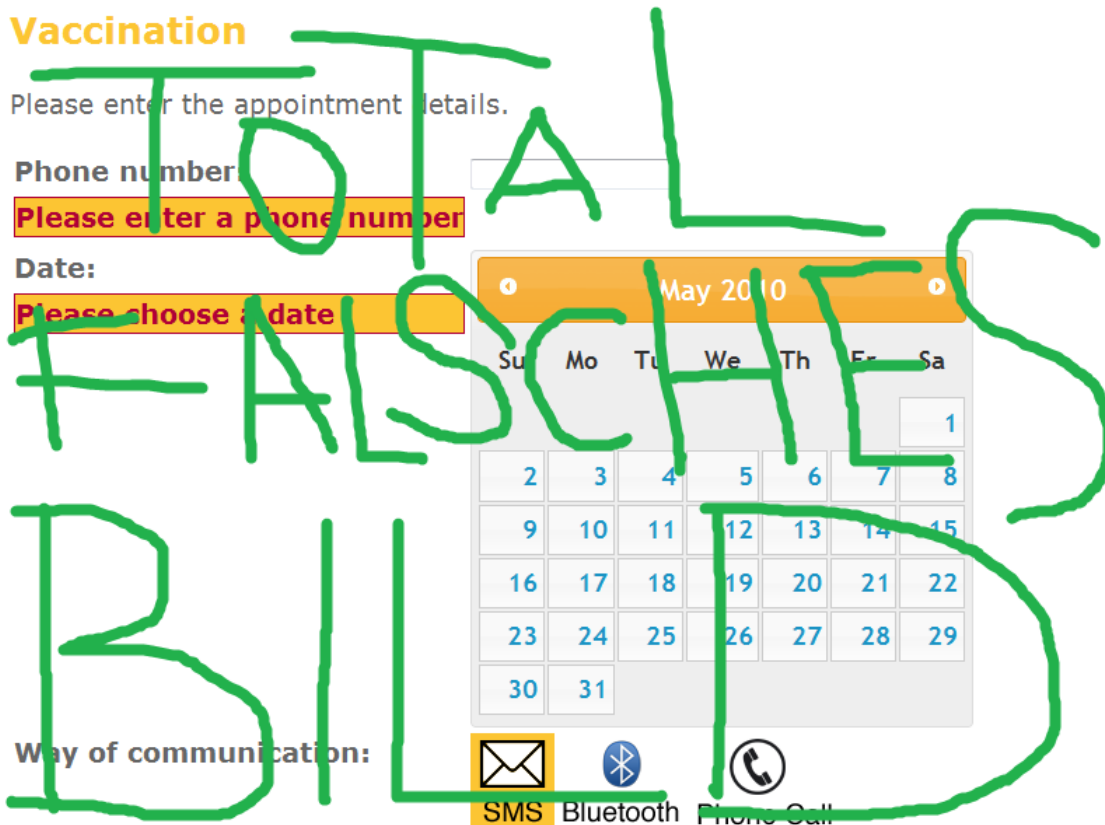
Way of communication:

SMS Bluetooth Phone Call

TOTALS

FALSCHES

BILDS



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Figure 10: To register a patient in the group “information for pregnant women”, you have to click on “register”

Then you can enter the phone number of the patient and choose, if he/she should receive an SMS or a phone call. After that, click on “next”. If you have entered all information correctly, you should then see a successmessage. Then the patient is registered in the group “information for pregnant women”.

3.5.3 REMOVING PATIENTS FROM GROUPS

When you want to remove a patient from a group, you need to know the phone number that the patient was registered with. Then you have to click on “Manage Information Groups” on the main screen. You will find a list of all existing groups, with two links for each group: “Remove group” and “Group members”. Kindly click on “Group members” behind the group that you want the patient to unsubscribe of. We will use here again the example of the “information for pregnant women” group.

Vaccination

Please enter the appointment details.

Phone number:

Please enter a phone number

Date:

Please choose a date

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Way of communication:

☒ SMS
 ☐ Bluetooth
 ☐ Phone Call

Figure 11: In order to delete a patient from an information group, the “group members” link has to be followed’

You then see a list of all patients who are subscribed in that information group. Choose the patient that you want to delete and follow the link “Remove Patient from Group” which is next to that patient. Confirm that you do want to delete that patient and the patient is deleted.

3.5.4 ADDING AN INFORMATION GROUP

In order to add an information group, kindly click on “Manage Information Groups”. Once again, you will see a list of all existing information groups. Right under that list, you can find a link “create information group”. If you follow that link, you will find the screen as shown in figure12.

Vaccination

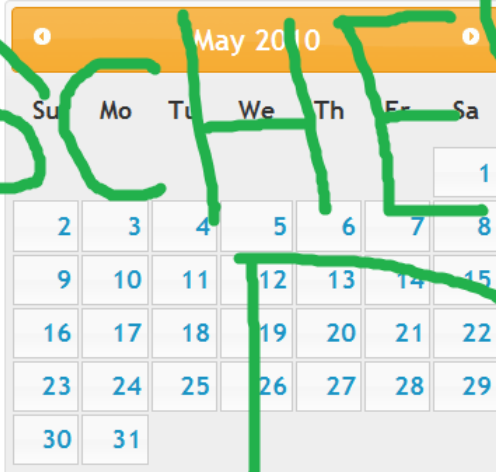
Please enter the appointment details.

Phone number:

Please enter a phone number

Date:

Please choose a date



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Way of communication:



SMS



Bluetooth



Phone Call

Figure 12: In this screen, the name of the group is entered

After having pressed on “save”, you return to the overview page of the information groups. Following the “Back to Main Menu” link which is underneath “create Information Group”, you return to the main screen.

3.5.5 DELETING AN INFORMATION GROUP

If you want to delete an information group, you have to follow the “Manage Information Groups” link on the main page. You will then again see the list of all existing information groups. Next to each group, you will find a link called “Remove Group”. Kindly follow that link at the appropriate group and confirm your decision. Then the group is deleted. You can return to the main screen using the “Back to Main Menu” link.