The Outpatient Department (OPD) module on the HMIS website is designed for management of outpatient services in healthcare facilities. Here are some key features and functions of the OPD module:

- **Patient Registration**: Allows for the quick and efficient registration of patients, capturing essential demographic and medical history information.
- **Consultation Records**: Enables doctors to document and track patient consultations, diagnosis, and prescribed treatments or medications.
- **Laboratory and Diagnostic Integration**: Order laboratory and diagnostic services to Laboratories and retrieve test results, helping in the timely diagnosis and treatment of patients.
- **Inventory Integration**: Order drugs and items to pharmacy directly from doctor desk current stock details can be viewed by doctor helping to raising indent for drugs form OPD desk.
- **Reporting and Analytics**: Provides tools for generating various reports and analytics, helping Doctors monitor service delivery and identify areas for improvement.
- **Ordering to other services:** Ordering other services in Hospital directly from OPD doctor desk like, Surgeries, Procedures, Services, referral to other departments / Hospitals, etc.

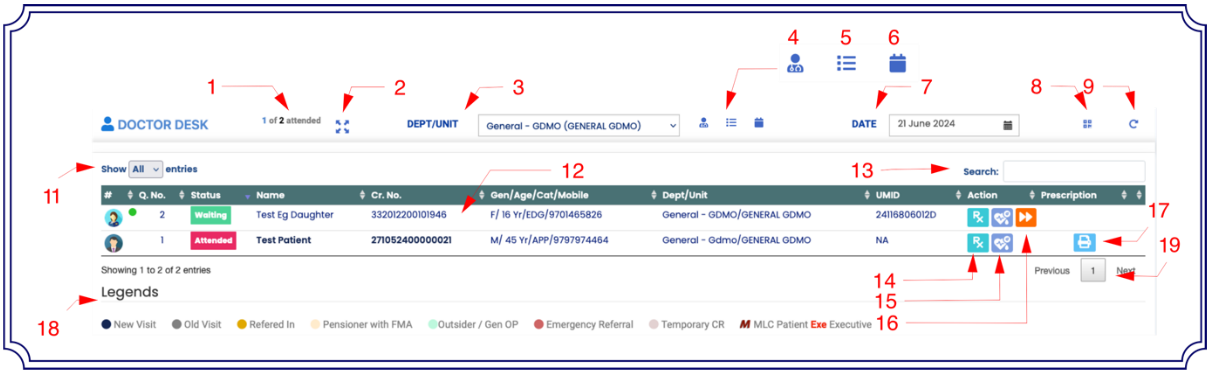
These features help improve the efficiency and quality of outpatient care, reduce wait times, and enhance patient satisfaction.

Benefits of the OPD Doctor Desk

- **Improved Efficiency:** Streamlines various administrative and clinical tasks, allowing doctors to focus more on patient care.
- **Enhanced Patient Care:** Provides comprehensive patient information at the point of care, supporting better clinical decisions.
- **Reduced Errors:** Minimizes errors associated with manual data entry and paper records.
- **Patient Satisfaction:** Enhances patient satisfaction through timely services, reduced wait times, and better communication.

OPD Desk lite page

The OPD Doctor Desk is a vital component of the HMIS, aiming to improve the overall quality of outpatient services and ensure a seamless experience for both healthcare providers and patients.



1.1 View Total Registered and Attended Patients:

View real-time data on the total number of patients registered in the current Department / Unit. Additionally, it provides information on how many of those patients have been attended to.

1.2. Responsive View Button:

Clicking on this button opens a new tab in the browser, allowing the user to view a separate list for same or another department simultaneously. This facilitates parallel management and provides a full-page view of the OPD desk for better visibility on PC and mobile browsers.

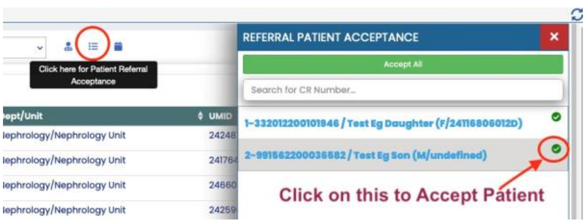
1.3. Dept/Unit Dropdown:

- The dropdown menu lists the Departments/Units based on the access assigned by the administrator.
- For adding or removing Departments/Units, users should contact the Hospital Administration to update access permissions.
- This dropdown allows doctors to switch between departments and rooms according to their assigned access.
- The list is alphabetically ordered, with the first department selected by default upon loading.

1.4. View Teleconsultation Registrants:

Clicking on this button displays a list of patients registered for teleconsultation for the current date. The doctor can approve consultation requests either all at once or individually. Upon approval, the patient's registration will be stamped for the department/unit, and their name will appear in the list of patients to attend.

1.5. View Referral Patients:



Clicking on this button displays a list of patients referred from other departments of same hospital or from other hospitals to the current Department/Unit being viewed by the doctor. Doctors can accept all patients at once or select individual patients for acceptance. Upon acceptance, the patient registration will be stamped for the department/unit, and their name will appear in the list of patients to attend.

Additionally, a search function is included within the list of referral patients, allowing doctors to quickly find patients by name, CR number, or UMID card number while accepting individual patient.

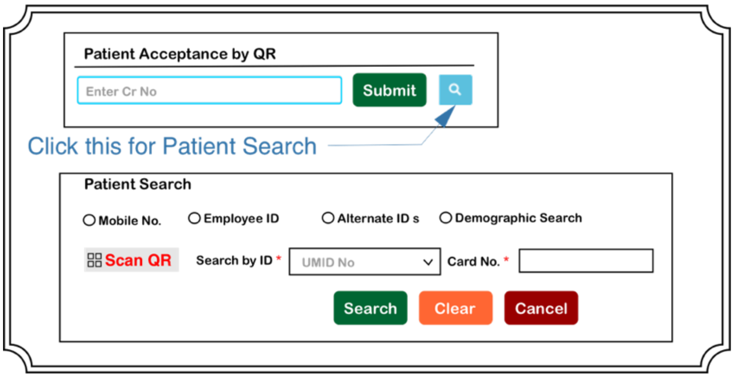
1.6. View Appointments:

Clicking on this button displays a list of patients who have booked their appointments for the current date through the mobile app. The doctor can approve consultation requests either all at once or individually. Upon approval, the patient registration will be stamped for the department/unit, and their name will appear in the list of patients to attend.

1.7. Date of Patient Registration / Revisit:

This date column allows the doctor to view patients registered or who registered the OPD on a selected date. Only the current day's and previous day's lists are accessible. The current day's list is available for issuing prescriptions, while the previous day's list is displayed for viewing purposes only.

1.8. Patient Acceptance (Registration) through OPD Desk:



Clicking on this button opens a window for registering a patient into the department/unit by entering their CR number or using any of the patient demographics such as UMID, PAN, mobile number, Emp No., PPO No., etc. This option works only for patients who are already registered at the current hospital. For new registrations, patients must visit the registration counter.

For registration through this process, there is no restriction on OPD roster timings. Doctors can register patients at any time, making this option available to cater to emergency visits.

1.9. Refresh OPD List Button:

Clicking on this button refreshes the list of patients in the OPD list to include any patients who have registered for the current department/unit. The list of patients loads onto the screen manually; it does not update automatically as new registrations occur. This button allows doctors to manually refresh the list of patients as needed.

1.10. Refresh OPD Desk button:

Clicking on this button allows doctors to completely refresh the OPD Doctor Desk screen and interface is updated to display the list of patients in the default department, regardless of which department the doctor is currently viewing. This action ensures that the screen reflects the most current patient information in the default department.

1.11. Patient List View:

Doctors have the flexibility to customize how they view the patient list according to their preferences and requirements. This allows doctors to adjust settings such as displaying a specific number of patients per page or opting to view the entire patient list on a single page.

1.12. OPD Doctor Desk Patient List:

In the OPD Doctor Desk, the list of patients is displayed with detailed information including:

- Queue Number: Sequential number indicating patient's position in the queue.

- Status: Indicates patient status.

- Waiting: Patient is waiting to be attended.

- Attended: Doctor has already attended to the patient.

- Skipped: Patient did not arrive as per their queue number.

- Name: Patient's name.

- CR Number: Unique patient identification number.

- Gender: Male, female, or children.

- Age: Patient's age.

- Category of Patient: Type of patient category.

- Mobile Number: Patient's contact number.

- Department/Unit: Department or unit where the patient is registered.

In the OPD Doctor Desk patient list, icons are displayed before to each patient queue number to indicate their gender or paediatric with a specific icon for easy identification

Users have the option to sort patient list as per their requirements. Each column header is equipped with up and down arrow icons, allowing users to sort the list in ascending or descending order by clicking on the respective arrow

1.13. Search :

Allows the doctor to search for patients within the current department list using various criteria. Like queue number, name, CR number, umid number and etc.,

Action Buttons: Various buttons for performing actions on OPD doctor desk:

1.14. Rx Button:

Clicking on the Rx Button redirects the user to the prescription page. Here, the doctor can record vital signs, complaints, diagnosis, and more. Additionally, the doctor can order investigations, services, drugs, and procedures. After saving the details on this page, a prescription is generated for the patient.

1.15. Vitals Button:

Clicking on this button allows the doctor to view and record patient vitals on a dedicated screen. The doctor can save only the vitals if needed. This is also integrated within the Rx page for convenience. Additionally, the same vitals button is available for the OPD Nursing desk, enabling nursing staff to record vitals.

Once vitals are saved, they can be viewed by the doctor on the Rx page. The doctor also has the option to edit the vitals on the prescription page. Vitals are permanently recorded only when the doctor saves the prescription page; otherwise, they remain as a draft.

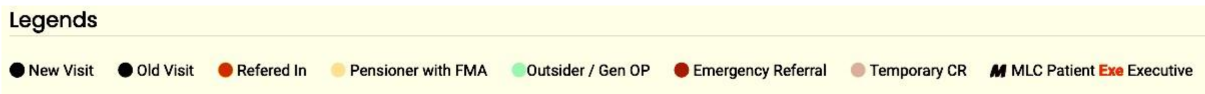
1.16. Skip Button:

Clicking on the Skip button changes the patient's status from "waiting" to "skipped" on the OPD Doctor Desk list. This helps manage the queue display system outside the doctor's room. When a patient does not turn up for their appointment as per their turn, the doctor can click this button to exclude the patient's name from the queue system. However, the doctor still has the option to record a prescription for a patient who has been skipped. This ensures the patient is removed from the queue system but can still receive medical attention if needed.

1.17.Print button:

The Print button is displayed only for patients who have completed their prescription by the doctor. Clicking on this button allows the doctor to preview the completed prescription. If the doctor wants to provide a hard copy of the prescription to the patient, they need to click on the "Print" button within the preview screen to print the prescription.

1.18. Legend on Footer of Patient List:



The footer of the patient list in the OPD Doctor Desk provides a legend that indicates various categories and visit types of patients. This legend provides a comprehensive overview and assists helps the doctor quickly understand the status and classification of each patient at a glance

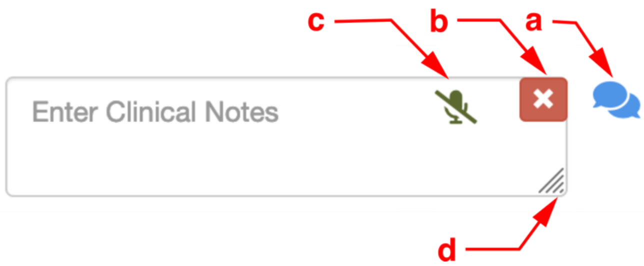
1.19. Pagination:

At the bottom of the patient list, users have the option to navigate between pages directly by clicking on specific page numbers or using the previous and next buttons. Additionally, they can view how many patients are displayed on the current page out of the total entries, for example, "Showing 1 to 25 out of 257 entries".

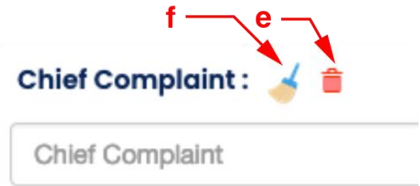
Rx Page (Doctor's Workbench)

On clicks of "RX" button, page redirected to the prescription page, here Doctor can record the details of patient's examination and treatment. The prescription page is categorised and organised into tabs for recording of treatment.

For managing and recording parameters, common options are consistently available across all tabs of the OPD doctor's desk:



a) **Macro/Predefined Text:** Clicking this icon against any description box opens a pop-up window with predefined text titles. Select one or multiple options to load the predefined text and click Add. This will add the already configured predefined text into the concerned text box.
b) **Clear Text Box:** Click on the 'X' button to clear all text entered in the text box.
c) **Speech to Text:** Click this button available in text boxes to enable speech-to-text. Place the cursor in the text box and start speaking to enter the text through speech-to-text. This feature works when the browser is compatible.
d) **Resize Text Box:** Click and hold this portion of any text box and drag to resize it for easy entry of the content. Normally, all text boxes are sized for two lines by default. For more data, drag the text box to resize it.



e) **Delete:** Clicking this icon deletes all data added on tab. Any checked/unchecked items added to tab are also cleared.
f) **Clear:** Clicking this button toggles the selection of check boxes for data that has already been added on tab.

Ease of Access Keys:

On the right side of the Rx page, buttons are provided for ease of access to move the screen/cursor on the OPD prescription page to the respective tab. These buttons remain fixed in place even when the prescription is scrolled up or down.

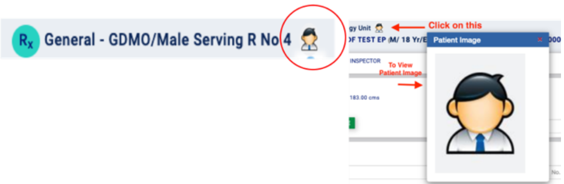
Note:

In the OPD doctor's screen, each tab records categorical data, with checkboxes displaying each recorded parameter. When a doctor adds a new parameter value, it appears on the tab with the checkbox already checked.

If a patient returns for a follow-up visit, the previous prescription data is displayed on each tab exactly as it was recorded before, without checking the checkboxes again, if the doctor needs to record the same parameter value again for the patient, they simply need to check the checkbox next to that parameter value.

2.1. Information Tab:

2.1.1 Patient Photograph:



On click of this icon, patient's photo will be displayed on the screen. This will help doctor to identify the patient correctly, preventing impersonation and unauthorized treatments.

2.1.2 Previous Button:

Clicking on this button switches the prescription view to the previous patient in the queue for the current department.

2.1.3 Electronic Medical Record Button:

Clicking on this button opens the Electronic Medical Record (EMR) page in pop up window for the current patient, allowing the doctor to view the patient's complete details categorized for easy access. For complete details on how to navigate and use the EMR page, please refer to the User Manual for EMR.

2.1.4 Patient details header:

Doctor can see details of the patient like name, Age, patient category, Mobile number, CR Number and UMID number.

2.1.5 UMID card View :

On clicking the UMID number, the system fetches the ID card from the UMID portal that has been approved by the competent authority and displays it in a pop-up.

2.1.6 Next Patient Button:

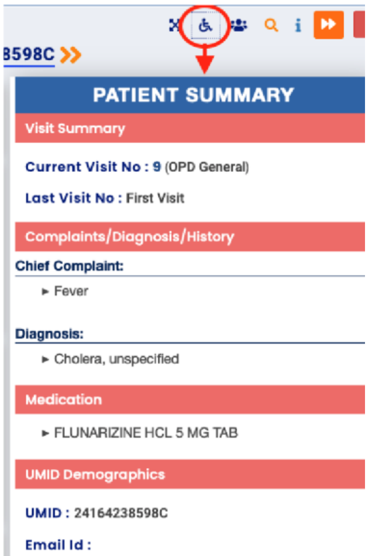
Clicking on this button switches the prescription view to the next patient in the queue for the current department.

2.1.7 Responsive View Button:

Clicking on this button opens a new tab in the browser, allowing the user to view a separate list for another department simultaneously. This facilitates parallel management and provides a full-page view of the OPD desk for better visibility on PC and mobile browsers. Same button also available in OPD desk list.

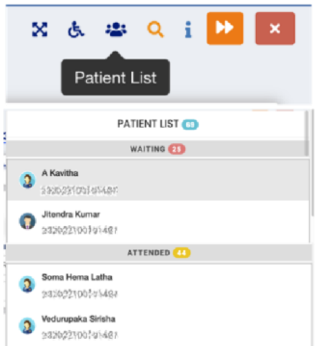
2.1.8 Patient Summary:

Upon clicking this button, a summary of the patient will open below, displaying recent details including Visit Summary, Complaints, Diagnosis, History, Medication, Patient Demographics, etc., from the UMID portal. Clicking the button again will hide these details.

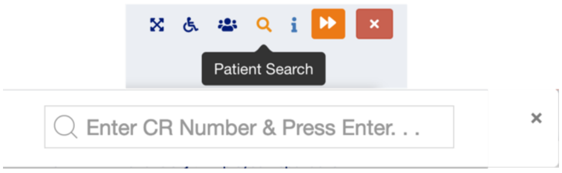


2.1.9 View Patients list:

Upon clicking the patient list icon, a list of patients registered in the current department will be displayed, divided into two groups: Waiting and Attended. The doctor can switch to any patient from this list by clicking on the patient's name, regardless of the patient's current status. To hide the list, click anywhere else onthe page.



2.1.10 Search Button:



Upon clicking the Search button, a window will open to enter the CR number of the patient. After entering the CR number, the system will search for the patient's details in the current department. If the patient is available, the patient's prescription page will open automatically. If the patient details are not found in the list of patients registered in the current department, the window will remain blank.

2.1.11 Shortcut Keys:

Displays shortcuts available for the OPD Doctor Prescription page for quick navigation and usage.

2.1.12 Skip Patient Button:

Clicking on the Skip button changes the patient's status from "waiting" to "skipped" on the OPD Doctor Desk list and switch to next patient automatically. Also exclude the patient's name from the queue system.

2.1.13 Close View Button:

Close the prescription page view to return to the department's patient list.

2.1.14 Chronic Patient Indicator:

The "Chronic Patient" label indicates that the patient has been diagnosed with chronic diseases and this information is recorded by the doctor in the Chief Complaint tab. Detailed instructions on how to record this can be found in the Chief Complaint tab documentation.

2.1.15 Employee/Pensioner information:

In this tab, details such as the primary card holder's ID number (Employee No or PPO Number), designation of the primary card holder, beneficiary type, and the health unit opted by the patient are displayed.

2.1.16 Pensioner FMA information:

A label stating "Eligible for OPD Services – Only for Chronic Diseases" will be displayed above the information bar. This indicates that the pensioner is receiving the Fixed Medical Allowance (FMA). According to Railway Board guidelines, pensioners who have opted for FMA are eligible to receive treatment only for chronic diseases in the OPD.

2.2 Vitals & General Examination Tab :

2.2.1 Images :

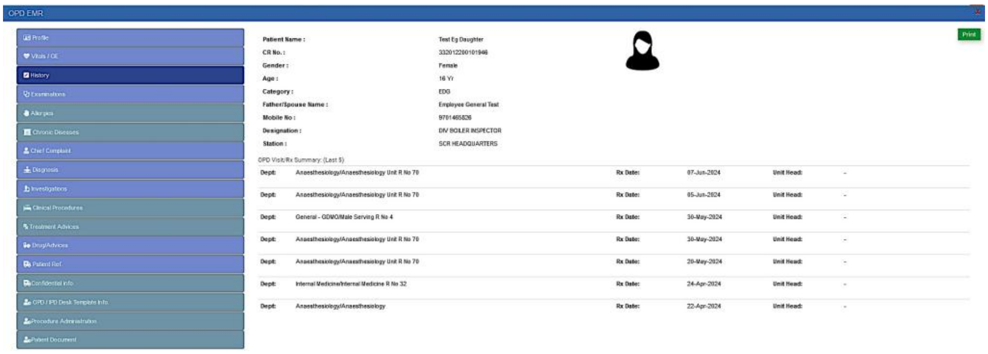
Clicking this button allows the doctor to view the images uploaded by the patient at the time of registration for a teleconsultation.

2.2.2 Past Rx :

Clicking this button allows the doctor to view a pop-up window displaying all previous prescriptions in their original printed format. The doctor also has the option to print any particular prescription. Prescriptions generated in all departments, including those created on the same day, can be viewed by the doctor.

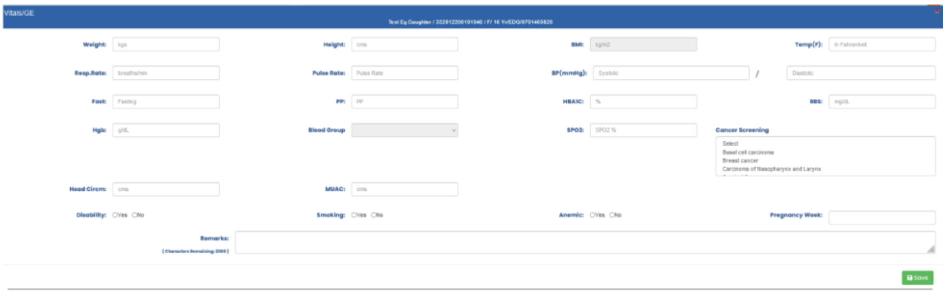
2.2.3 OPD EMR :

Clicking this button allows the doctor to view a pop-up window displaying all examinations and advice given to the patient by doctors. This information is grouped by category and sorted by date for easy review.



2.2.4 Modify Vital/GE:

Clicking this button allows the doctor to record vitals on the screen. If vitals have already been recorded by paramedical staff or another doctor in this department, those details will be shown in this form. These details can be edited if required. After recording vitals, click the save button available on pop up window to save the information, which will then be printed on the prescription once the prescription (Rx) is saved.



2.2.5 Bookmark:

In the bookmark search box, the doctor can search for any bookmarks previously saved by themselves or other doctors, organized by department. A maximum of 40 bookmarks are available in the list. In case any new bookmark is saved, the oldest bookmark will be deleted from the list. After selecting a bookmark, the complete prescription page will be refreshed with the data from the bookmark.

2.2.6 Manage Bookmark :

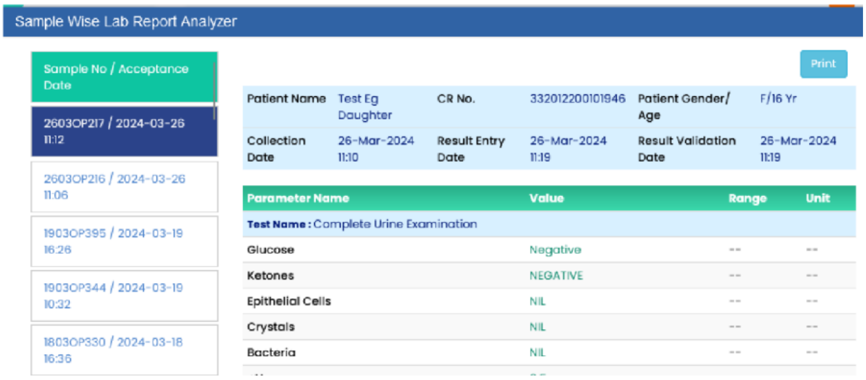
Next to the bookmark search box, there is a "Manage Bookmarks" button. Clicking this button allows the doctor to view a list of all bookmarks available for the current department. A small plus button is present next to each bookmark name; clicking this allows the doctor to view the details available in that bookmark, helping them assess which bookmark to load. This window is only for viewing or deleting bookmarks, not for loading them. To load a bookmark, the doctor must search for it in the bookmark search box and select it. Only the owner of a bookmark can delete it; no other user is authorized to do so. If a bookmark needs to be deleted but the doctor who created it is unavailable or no longer works at the hospital, please forward this request to the Helpdesk team, who will delete the bookmark from the list.

2.2.7 Load past RX:

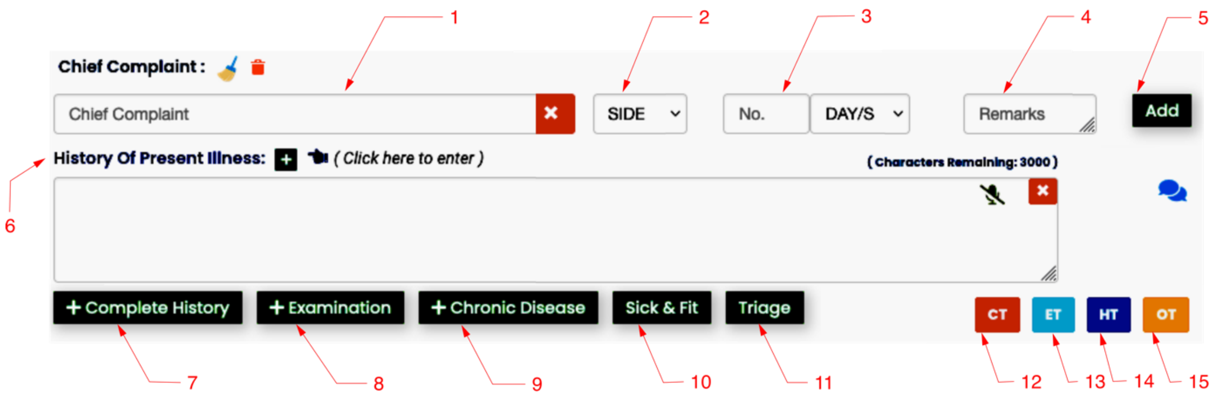
The "Load Past Rx" option enables doctors to swiftly access previous prescriptions tailored for repeated treatments. A dropdown list organized by the date and time each prescription was generated, exclusively displaying prescriptions generated within the current department. Only prescriptions generated within the last 120 days are visible; prescriptions older than this timeframe are not displayed. By selecting a past prescription from the dropdown list, doctors can promptly load the complete details of that prescription, thereby facilitating streamlined treatment for returning patients.

2.2.8 Sample wise Lab/ report :

On clicking the "Sample Wise Lab Report" button, doctors can view detailed investigations conducted on the patient, organized by sample number. This report includes parameter-specific results and their respective reference ranges. This allows doctors to make informed decisions before the complete PDF generation process is completed for these specific investigations. Once the PDF is generated for the relevant investigations, doctors can access it through the patient's EMR desk also. This functionality serves both emergency situations and regular clinical use, offering the flexibility to view results on a sample-by-sample basis as needed.



2.3 Chief Complaint Tab: The "Chief Complaint" tab is used to record the patient's complaints.



2.3.1 Chief Compliant: The initial complaint can be entered in the search box. This box is for recording standard complaints; if a more detailed record is needed, please use the "History of Present Illness" text box.

When typing more than three letters in the complaint box, SNOMED CT standard complaints will be displayed. The doctor can select any complaint from the displayed list. If the doctor needs to record a complaint that is not in the standard list, they can type the patient's complaint directly.

2.3.2 Chief Compliant - Side: Additionally, the doctor can specify which side the complaint affects

2.3.3 Chief Compliant- Duration: The duration (days, months, or years) of complaint exists

2.3.4 Chief Compliant – Remarks:, Any remarks regarding the complaint.

2.3.5 Chief Compliant - Add: Finally, click the "Add" button to add the complaint to the prescription.

2.3.6 History of Present Illness: Below the complaint text box, label "History of Present Illness" with a "+" button beside it. Clicking this "+" button will display a text box where the doctor can record the history of the present illness in detail.

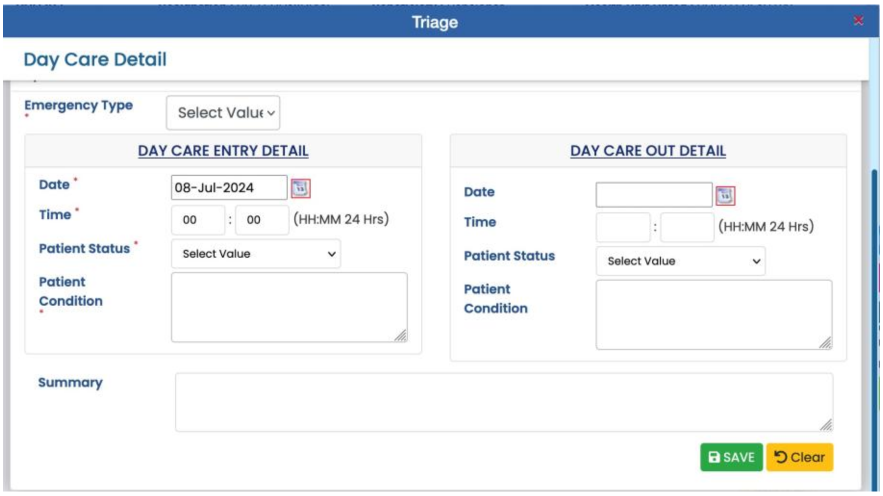
2.3.7 Complete History: On clicking the "Complete History" button, a tab expands where the doctor can record past history in detail under different headings such as Personal History, Family History, Treatment History, and Surgical History.

2.3.8 Examination: On clicking the "Examination" button, a tab expands where the doctor can record examination parameters in detail, including CVS, RS, P/A General Examination, Muscular Examination, Local Examination, etc.

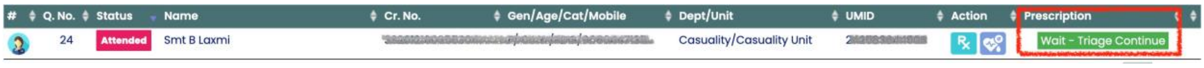
2.3.9 Chronic Disease: On clicking the "Chronic Disease" button, a tab expands where the doctor can record a chronic disease. By typing three or more letters of a diagnosis in the search box, a list of diagnosis will be displayed according to the SNOMED CT standard. The doctor can select the relevant diagnosis and specify the duration in years from when this diagnosis has existed. If a diagnosis is not listed in SNOMED CT, the doctor can type a custom diagnosis and add remarks before clicking the "Add" button to record it as a chronic disease. Once added, the chronic disease is permanently stored in the patient's record and will be displayed at the top of the information bar on the OPD doctor desk in future visits to alert the doctor of the chronic condition. To delete any previously recorded chronic disease, click the delete button next to the disease.

2.3.10 Sick and Fit: This button is available only for employees with a valid UMID card. Clicking this button opens a pop-up window to advise on Sick & Fit certifications for employees. Detailed explanations on Sick & Fit certifications are provided in the separate user manual and the IRHMIS YouTube channel.

2.3.11 Triage: This button is displayed only in the casualty or emergency department. This button is used to place the patient under observation. Clicking it opens a pop-up window where the doctor can record emergency type details and Day Care Entry Details, including the date and time observation started, patient status, and condition and click on save button.

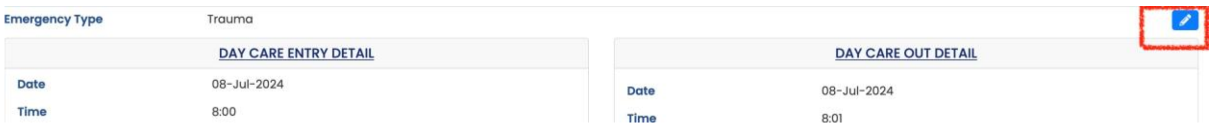


After saving, the patient's status on the OPD doctor list will reflect this. The doctor can sort the patient list by status click of button beside Prescription label to view patients in triage.



To move a patient out of observation, click the "Triage Status" button and record the Day Care Out Details, including the date and time observation ended, patient status, condition, and treatment summary. After saving, the patient's status on the OPD doctor list will show as triage completed.

After saving, the patient's status as triage completed, to update any detailed entered into the triage details click on the edit button as shown below to edit the details and save.



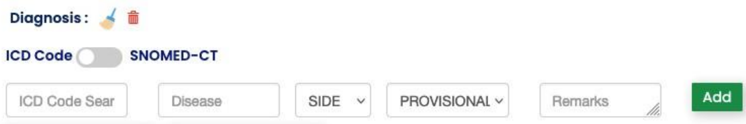
2.3.12 to 15 Templates: Additionally, on the bottom right side of the "Chief Complaint" tab, there are four buttons: Complaint Template (CT), Examination Template (ET), History Template (HT), and Other Templates (OT). Clicking any of these buttons opens a pop-up window with templates available for selection. These templates are custom-designed to meet the requirements of doctors or hospitals. The doctor can select any template, record parameters as configured, and save it. A separate PDF is generated and appended to the patient's prescription.

2.4 Diagnosis Tab:

This tab is provided to record the diagnosis of the patient for the current visit. Doctors have the option to record diagnosis using ICD-10 or SNOMED CT standards.

2.4.1 Switch between Diagnosis Standards: Doctors can switch between ICD-10 and SNOMED CT standards for recording patient diagnosis.

2.4.2 ICD-10 Diagnosis:

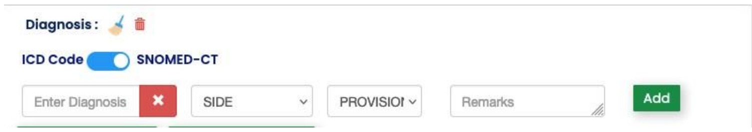


Þ Record the diagnosis by typing the ICD code; related codes will appear, and the doctor can select one from the list.

Þ If the ICD code is unknown, the doctor can type more than three letters in the disease text box. Based on the input, a list of diagnosis will be displayed, and the doctor can select the appropriate diagnosis.

Þ Further, select the side, diagnosis type (Provisional / Differential / Final), and click the "Add" button to add the diagnosis to the current prescription.

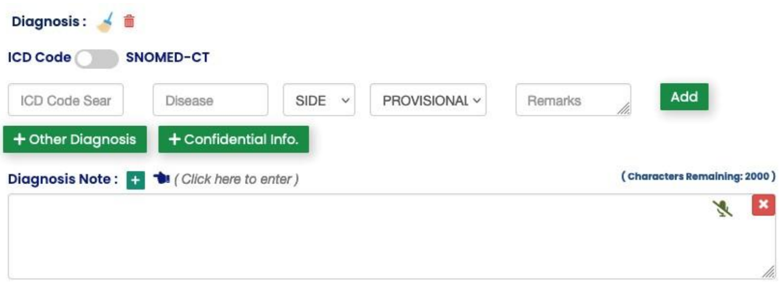
2.4.3 SNOMED CT Diagnosis:



Þ Record the diagnosis by typing more than three letters in the diagnosis text box. A list of diagnosis will be displayed based on the input, and the doctor can select the appropriate diagnosis.

Þ Further, select the side, diagnosis type (Provisional / Differential / Final), and click the "Add" button to add the diagnosis to the current prescription.

2.4.4 Adding Multiple Diagnosis: Doctors can add multiple diagnosis in a single prescription, including both ICD-10 and SNOMED CT types.



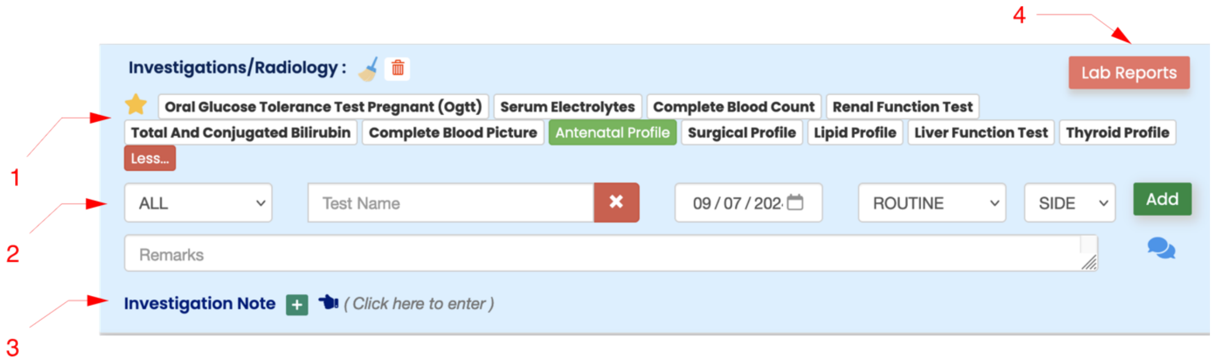
2.4.5 Other Diagnosis: If the doctor cannot find the diagnosis in the standard list, they can click on the "Other Diagnosis" button. A tab will expand with a text box where the required diagnosis can be recorded. Click the "Add" button to add it to the patient's diagnosis.

2.4.6 Confidential Info: Clicking this button will expand a tab with a text box where doctors can freely record any confidential information. This confidential info can be viewed by doctors only and will not be printed on the patient's prescription.

2.4.7 Diagnosis Note: Next to the "Diagnosis Note" label, click the "+" button to expand a tab with a text box. Here, doctors can record elaborated supporting details of the diagnosis added above.

2.5 Investigations/Radiology Tab:

In this tab, doctors can order investigations and radiology/USG tests available in the hospital. Once an order is placed, it is automatically generated in the concerned lab and reflected in the sample collection/patient acceptance area accordingly. Orders can only be placed for tests available in the current hospital.



2.5.1 Order Investigations/Radiology through Group/Profiles: At the top of this tab, profiles and groups of tests are configured:

Þ **Group Tests**: These include a set of parameters for a single test, such as Complete Blood Picture, Renal Profile, Lipid Profile, etc. (Button in white colour background)

Þ **Profile Tests**: These are configured with a group of tests. (Button in green colour background)

To order tests from a group/profile, click on the concerned group/profile. A list of tests/parameters configured for that group will be displayed. The doctor can select all or some from the group and click the "Add" button to include them in the prescription.

2.5.2 Order Investigations/Radiology Individual Selection:

Þ **Select Test Type:** Choose the type of tests to be searched form the search test box (All, Investigations, Radiology).

Þ **Search Test Name:** In the test name text box, type the name of the test to be ordered. A list of tests will be displayed based on the search input. The doctor can select any test from the list.

Þ **Date:** By default, the current date is selected. If the investigation needs to be scheduled for a later date, the doctor can change the date accordingly.

Þ **Priority:** Next to the date column, select the priority. By default, "Routine" is selected. The doctor can choose Routine/Urgent/Managed in Baseline (MIB) from the dropdown.

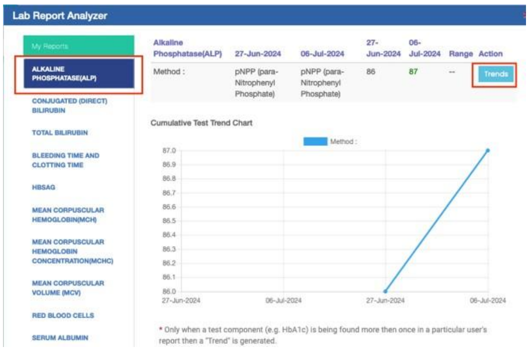
Þ **Location:** Specify the location where the test will be performed, which is useful for Xrays, USG, CT, MRI, etc.

Þ **Remarks:** The doctor can provide remarks that will be viewed by lab personnel during the evaluation of the tests.

Þ **Add:** Click the "Add" button to include the test in the prescription.

2.5.3 Investigation Note: Next to the "Investigation Note" label, click the "+" button to expand a tab with a text box. Here, doctors can record detailed supporting information about the investigations ordered above.

2.5.4 Lab Reports :



Clicking this button Lab Report Analyzer will open in pop up window where doctor can view all the tests results. On left of tab lists of test completed to the patient will be displayed on click of the test name details of the results will show on right side. When a test component is being found more than once in a particular patient report than a “Trend” is generated. Click on trend button to view the tests result in a graphical representation.

2.6 Procedure(s) Advice Tab:

In this tab, doctors can order procedures, exercises, modalities, or packages. These will be reflected in the relevant service area for the administration of the required services. These services include those performed in a day-care services such as Dialysis, Dental Procedures, Dermatology procedures, etc or as immediate services, such as injections, bandages, etc..

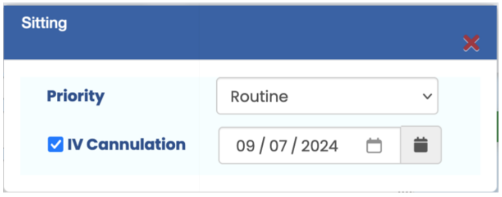
2.6.1 Service Area: Select the Service Area.

2.6.2 Procedure: According to the selected service area, procedures will be listed in the dropdown box. Select the appropriate procedure.

2.6.3 Side: Specify the location where the procedure will be performed. If the location is not relevant, leave the dropdown box blank.

2.6.4 Remarks: The doctor can provide remarks to be viewed by personnel at the service area during the administration of the procedure.

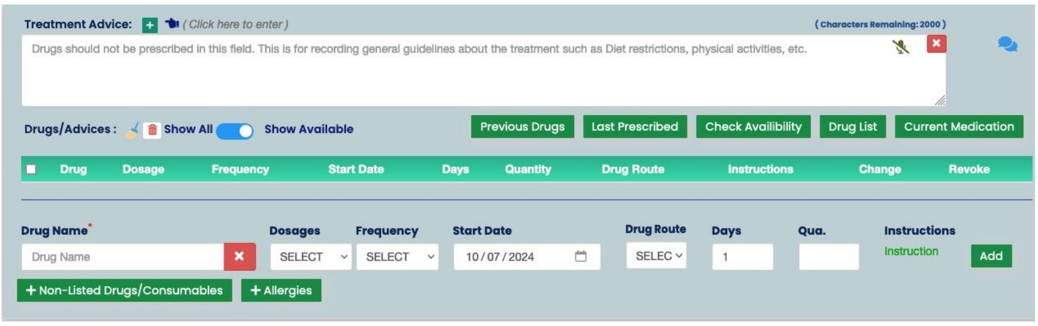
2.6.5 Scheduling: Click on the Sitting button to open a popup where the priority can be selected, and the schedule for the administration can be set. For procedures requiring multiple sessions, session-wise default dates will be shown. If alterations are needed, the doctor can adjust the schedule dates accordingly.



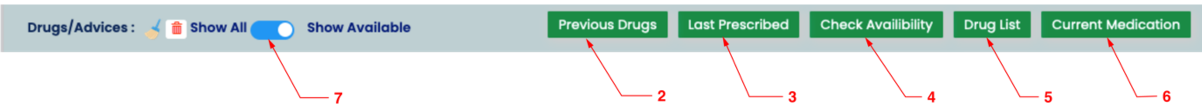
2.6.6 Add: Click on the Add button to add the procedure to the prescription.

2.6.7 Administration: Click on the Administration button to display a popup. If any templates are configured for the procedures, the templates filled during the administration at the service areas will be shown in the list.

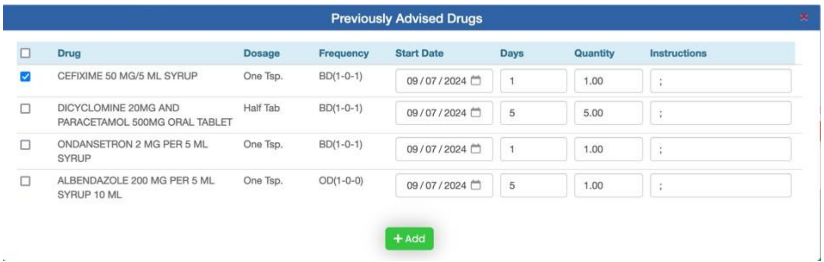
2.7 Treatment Advice Tab:



2.7.1 General Guidelines: Next to the "Treatment Advice" tab, click the "+" button. A description box will open where the doctor can advise the patient on general guidelines about the treatment, such as diet restrictions, physical activities, etc.



2.7.2 Previous Drugs:



- Click on the "Previous" button to open a popup window showing previously advised drugs from all departments for this patient.
- The doctor can select the same drugs by checking the checkbox next to the drug, adjusting the start date, the number of days advised, the quantity to be issued, and any instructions for that drug.
- After selecting all the drugs, click on the "Add" button to add them to the current prescription.

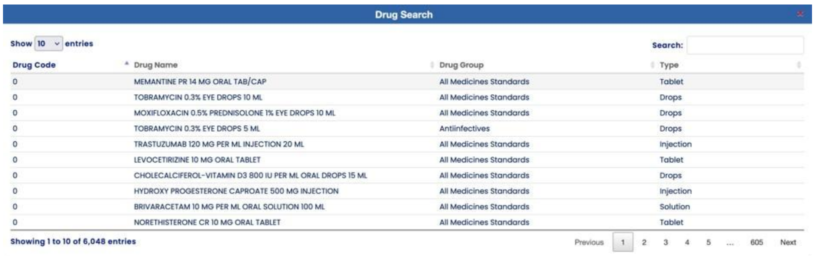
2.7.3 Last Prescribed Drugs:

- Click on the "Last Prescribed" button to open a popup window showing drugs advised at the patient's last discharge.
- The doctor can select the same drugs by checking the checkbox next to the drug, adjusting the start date, the number of days advised, the quantity to be issued, and any instructions for that drug.
- After selecting all the drugs, click on the "Add" button to add them to the current prescription.

2.7.4 Check Availability:

- This button is used when a drug is loaded automatically into the prescription through “Bookmarks”, “Load Past RX”, “Previous Drugs”, or “Last Prescribed”.
- Clicking this button will check the availability of drugs in the hospital. Available drugs are displayed in green, and unavailable drugs are displayed in red.

2.7.5 Drug List:



- Click on this button to display the complete list of drugs configured in the HMIS.
- The doctor can search for drugs through the search box, sort drugs by name, group, or type. Pagination is provided at the bottom right of the popup window, allowing the user to switch pages.
- At the top left of the popup window, the user can select the number of drugs to be shown on each page.

2.7.6 Current Medication:


Current Active Medication

Show 10 entries Search:

Drug Name	Dose Name	Frequency	No. of Days	Start Date	End Date	Advice Qty.	Issued Qty.	Issue Date	Doctor Name	Issued Store Name
ATORVASTATIN 10 MG ORAL TABLET	Single Tab	OD(1-0-0)	90	27-May-2024	25-Aug-2024	90.00	90.00	27-May-2024	Dr Madhu Kaushal	Srcitizenpharmacy(Northern Railway Central Hospital)
BACILLUS CLAUSII ORAL SUSPENSION	Spl Instruction	--	90	27-May-2024	25-Aug-2024	20.00	0	-	Dr Madhu Kaushal	-
CLOBETASOL PROPIONATE 0.05% CREAM 30 GMS	Spl Instruction	OD(1-0-0)	30	09-Jul-2024	08-Aug-2024	1.00	1.00	09-Jul-2024	Dr.Sunita Gupta	Srcitizenpharmacy(Northern Railway Central Hospital)

- Þ Clicking this button displays a list of the patient's current active medications, with details of the start date, end date, advised quantity, issued quantity, issue date, advised by, and issue store name.
- Þ Drugs issued to the patient are shown with a green background, while those not issued through the HMIS portal are shown with a white background.

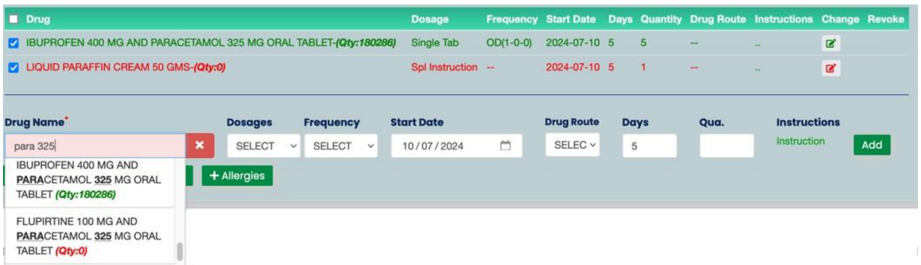
2.7.7 Drugs Toggle Button:

- Þ The doctor can toggle the list of drugs while searching in the search box to add to the prescription.
- Þ The "Show Available" option displays only drugs with available stock in the hospital, and "Show All" displays all drugs configured in the HMIS portal.

Note: Only generic drug names are configured in the HMIS portal; branded drug names are not available.

2.7.8 Adding Drugs to Prescription:

- Þ Drugs added through this tab will raise an indent to the pharmacy counter automatically, where they will be issued.
- Þ If any stock is not available in the hospital, the pharmacy store having an option to raise a request for local purchase on the advising doctor's recommendation.



a) **Drug Name:** The doctor can search for a drug with an advanced search (e.g., "GLI 2 MET 1000 SR VOG 0.3" for Glimepiride 2 mg, Metformin 1000 mg SR, and Voglibose 0.3 mg). A list of drugs will be filtered and displayed, along with stock availability. Select the drug to be prescribed.

b) **Dosage:** Select the dosage from the predefined dropdown list. If the required dosage is not available, select "Special Instructions" and mention the dosage in the instructions box.

c) **Frequency:** Select the frequency from the predefined dropdown list. If the required frequency is not available, leave it as "Select" and mention it in the instructions box.

d) **Start Date:** Mention the date from which the drugs are to be taken.

e) **Drug Route:** Select the drug route from the predefined dropdown list. Leave it as "Select" for tablets and capsules.

f) **Days:** Mention the number of days the drug is to be taken by the patient. For the first drug, this column must be filled; for subsequent drugs, the days will be taken from the previous drug and can be adjusted if necessary.

g) **Quantity:** For tablets and capsules, the quantity will be automatically calculated based on the dosage and frequency. For others, the default value is '1'. The doctor can modify the quantity if needed.

h) **Instructions:** Click on this button to open a popup where the doctor can specify the brand to be issued (helpful for local purchase) and provide special instructions (e.g., dosage frequency, additional instructions for the patient). Click on the "Submit" button.

i) Add: Click on the "Add" button to add the drug to the prescription. Multiple drugs can be added to the same prescription.

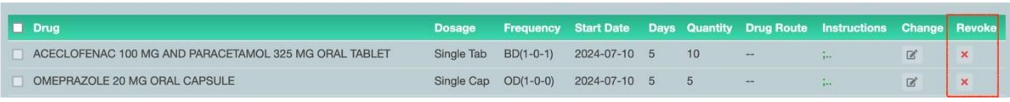
2.7.9 Change of Drug:

Drug	Dosage	Frequency	Start Date	Days	Quantity	Drug Route	Instructions	Change	Revoke
IBUPROFEN 400 MG AND PARACETAMOL 325 MG ORAL TABLET-*(Qty:180286)*	Single Tab	OD(1-0-0)	2024-07-10	5	5	--	..		
LIQUID PARAFFIN CREAM 50 GMS-*(Qty:0)*	Spl Instruction	--	2024-07-10	5	1	--	..		

Þ After adding a drug through search or other methods, it may need to be changed due to non-availability or error.

Þ Click the button against the drug to load it into the entry details, modify the drug or other parameters, and click "Add" to update the prescription.

2.7.10 Revoke Drug:



Drug	Dosage	Frequency	Start Date	Days	Quantity	Drug Route	Instructions	Change	Revoke
ACECLOFENAC 100 MG AND PARACETAMOL 325 MG ORAL TABLET	Single Tab	BD(1-0-1)	2024-07-10	5	10	--	;..		
OMEPRAZOLE 20 MG ORAL CAPSULE	Single Cap	OD(1-0-0)	2024-07-10	5	5	--	;..		

To revoke a drug already prescribed, open the prescription, click the "Revoke" button against the drug, mention the reasons for revoking, and click "Submit". The order to the pharmacy will be revoked, but the prescription remains the same. If the drug has already been issued to the patient, it cannot be revoked.

2.7.11 Non-Listed Drugs / Consumables:

Þ Click on this button to expand a tab with columns to add drugs/consumables not configured in the HMIS portal.

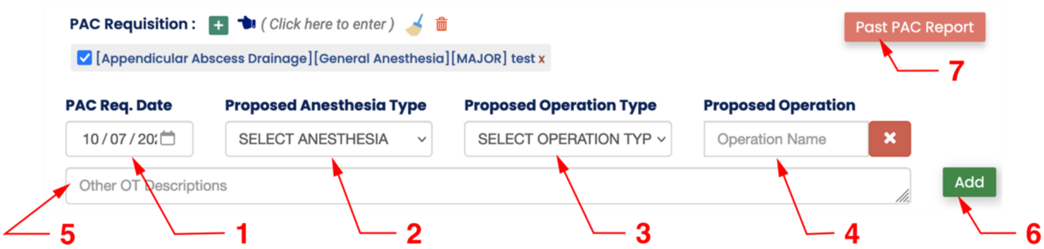
- Enter the drug/item/consumable name, select the item type, and fill in the dosage, frequency, start date, days, quantity, and instructions as described above. Click "Add" to add the item to the prescription. These items will be printed in the prescription but will not raise an indent to the pharmacy.

2.7.12 Allergy: Click on this button to expand a tab with columns to record any allergies for the patient.

a) **Allergy Name:** Type the allergy name. A list of standard allergies will be displayed based on the input. If no standard allergy is found, the doctor can type any text.
b) **Sensitivity:** Select the appropriate sensitivity level from the pre-configured dropdown list.
c) **Duration (years):** Type the number of years the allergy has existed for the patient.
d) **Allergy Side:** Type the location of the allergy. A list of standard locations will be displayed based on the input. If no standard location is found, the doctor can type any text.
e) **Symptoms:** Type the symptom. A list of standard symptoms will be displayed based on the input. If no standard symptom is found, the doctor can type any text.
f) **Remarks:** The doctor can elaborate on the allergy and provide any instructions for the patient.
g) **Add:** Click the "Add" button to add the allergy. Multiple allergies can be added to the same prescription.
h) **Delete:** If any allergy needs to be deleted from the list, click on this button to delete the allergy from the prescription.
i) **Other Allergies:** If there are any additional allergies that do not fit the above details, an elaborate description can be recorded in this column.

2.8 PAC Requisition Tab:

Normally, this tab is minimized. Click on the "+" button next to the PAC Requisition label to expand the tab. Through this tab, the doctor can raise requests for any procedures or surgeries requiring a Pre-Anesthesia Check Up (PAC). Following the PAC, the complete process of procedures or surgeries can be recorded in the OT module.



2.8.1 PAC Request Date: The doctor can schedule the date for the PAC to be done.

2.8.2 **Proposed Anesthesia Type:** Select the anesthesia type from the pre-configured dropdown list.

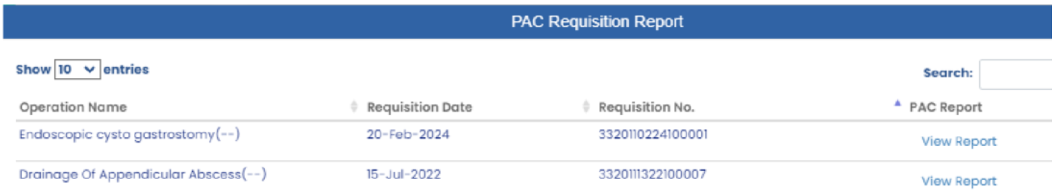
2.8.3 **Proposed Operation Type:** Select the type of surgery or procedure from the preconfigured dropdown list.

2.8.4 **Proposed Operation:** Type the name of the surgery or procedure. A list of surgeries or procedures configured in the HMIS will be displayed based on the input. Select the required surgery or procedure.

2.8.5 **Other OT Descriptions:** The doctor can provide additional details or instructions related to the proposed surgery or procedure for the PAC doctor.

2.8.6 **Add:** Click on the Add button to add the surgery or procedure to the prescription.

2.8.7 **Past PAC Report:** Click on this button to open a popup window where the doctor can view a list of any previous PAC reports of the patient. Click on "View Report" to open and view the complete PAC report in PDF format.


PAC Requisition Report

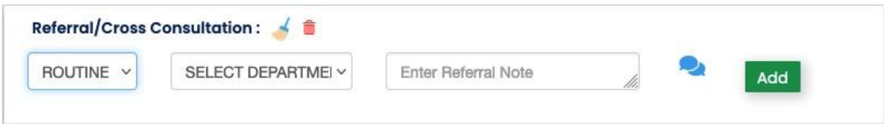
Show 10 entries Search:

Operation Name	Requisition Date	Requisition No.	PAC Report
Endoscopic cysto gastrostomy(--)	20-Feb-2024	3320110224100001	View Report
Drainage Of Appendicular Abscess(--)	15-Jul-2022	3320111322100007	View Report

2.9 Referral / Cross Consultation Tab:

This tab allows the doctor to refer a patient to another department within the same hospital, to another Railway Hospital for a particular department, or to Private Empanelled Hospitals.

2.9.1 Referral within the Same Hospital:



a) **Refer Type:** Select the referral type from the dropdown options: Routine, Emergency, or Super Specialty.
   i. **Routine:** For general check-up referrals.
   ii. **Emergency:** For urgent referrals. iii. **Super Speciality:** For special units where patients can only visit through a referral as per hospital administration requirements.

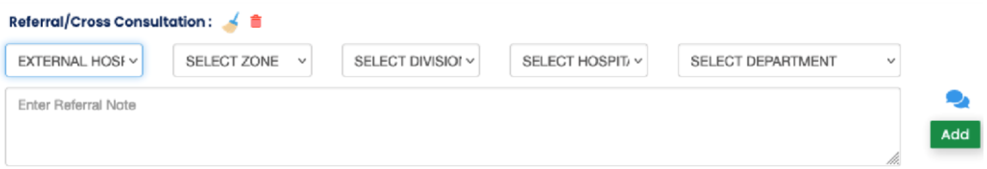
b) **Department:** Select the department to which the patient is to be referred.

c) **Referral Note:** The doctor can provide details or instructions related to the referral.

d) **Add:** Click the Add button to include the referral in the prescription. Multiple referrals can be made in a single prescription.

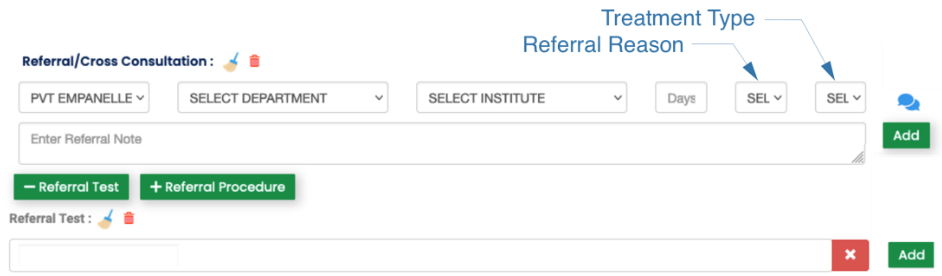
Referrals made through these options can be accepted by the doctors of the concerned department at the OPD desk, as explained in para 1.5 or patient can visit to registration counter to accept the referral.

2.9.2 Referral to Other Railway Hospital:



a) **Refer Type:** Select the referral type “External Hospitals” from the dropdown.
b) **Zone:** Select the zone where the referral hospital exists.
c) **Division:** This dropdown is dependent on the selected zone. Divisions/units available in the selected zone will be listed. Select the required division/unit.
d) **Hospital:** This dropdown is dependent on the selected division. Hospitals available in the selected division will be listed. Select the required hospital.
e) **Department:** This dropdown is dependent on the selected hospital. Departments available in the selected hospital will be listed. Select the required department.
f) **Referral Note:** The doctor can provide details or instructions related to the referral.
g) **Add:** Click the Add button to include the referral in the prescription. Multiple referrals can be made in a single prescription.

2.9.3 Referral to Private Empanelled Hospitals:



a) **Refer Type:** Select the referral type “PVT Empanelled Hospitals” from the dropdown.
b) **Department:** Select the department for which the patient is to be referred.
c) **Institute:** Select the institute from the dropdown list. Only institutes configured by the hospital admins and within the valid contract period will be listed.
d) **Days:** Mention the number of days for the treatment to be provided.
e) **Reason:** Select the reason for referring the patient to external private empanelled hospitals.
f) **Referral Treatment Type:** Select the treatment type to be given in external private empanelled hospitals.
g) **Referral Note:** The doctor can provide details or instructions related to the referral.
h) **Referral Test:** Click on this button to expand the tab. Enter the name of the test to be performed at the private empanelled hospital. A list of tests configured in the HMIS will be displayed based on the input. Select the required test; it will be added to the text box. To add more tests, repeat the process. Finally, click the Add button to include the tests in the referral.
i) **Referral Procedure:** Click on this button to expand the tab. Enter the name of the procedure or surgery to be performed at the private empanelled hospital. A list of procedures or surgeries configured in the HMIS will be displayed based on the input. Select the required procedure or surgery; it will be added to the text box. To add more procedures or surgeries, repeat the process. Finally, click the Add button to include the procedures or surgeries in the referral..

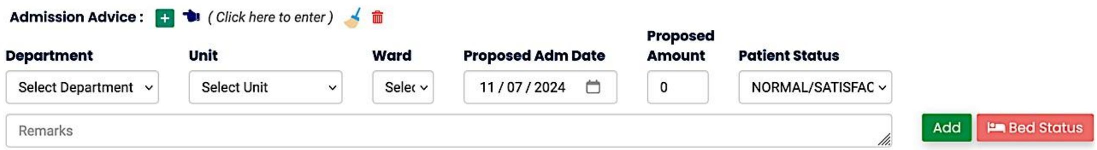
Note: In a single referral, both tests and procedures/surgeries can be added.

j) **Add:** Click the Add button to include the referral in the prescription. Multiple referrals can be made in a single prescription.

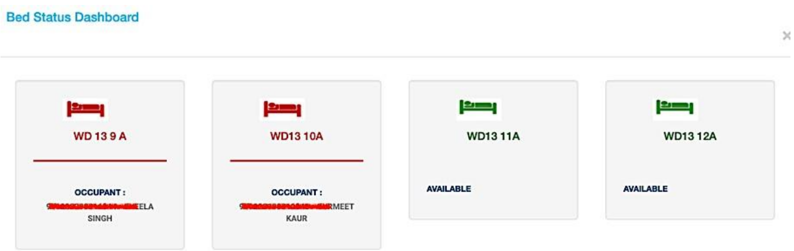
After adding and saving the prescription, the referral request will be forwarded to the nominated clerical staff to verify the patient details. It will then be forwarded to the approving authority. Once approved, the referral letter will be generated and made available in the patient's mobile app.

2.10 Admission Advice Tab:

Normally, this tab is minimized. Click on the "+" button next to the Admission Advice label to expand the tab. Through this tab, the doctor can schedule the patient's treatment as an inpatient by raising an admission request. Following the admission request, the concerned ward in charge will admit the patient through the single-window admission desk.

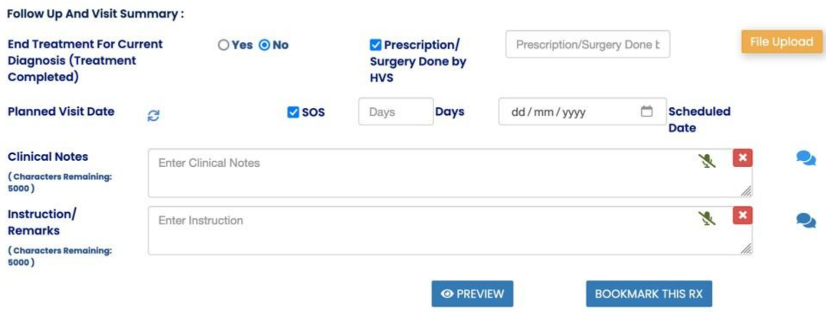


a) **Department**: Select the department where the inpatient treatment will be conducted.
b) **Unit:** Each department has multiple units. Select the concerned unit for treatment advice.
c) **Ward:** Select the ward where the patient is proposed to be admitted.
d) **Proposed Admission Date:** Schedule an admission date by selecting the date of admission.
e) **Proposed Amount: If** any rate chart is maintained by the concerned hospital for outside patients, the doctor can mention the amount for the proposed treatment in this column. If the patient is under the free treatment category or if there is no rate chart, this column may be left with the default value '0'.
f) **Patient Status:** The doctor can record the current patient status when recording this prescription. This information will be displayed at the nursing desk for necessary action.
g) **Remarks:** The doctor can provide detailed treatment advice for the patient as inpatient treatment.
h) **Add:** Click this button to add the admission request to the prescription. Only one request is allowed per prescription.
i) **Bed Status:** Clicking this button will show the current status of beds availability in the proposed ward for admission in a pop-up window.



2.11 Follow-Up and Visit Summary:

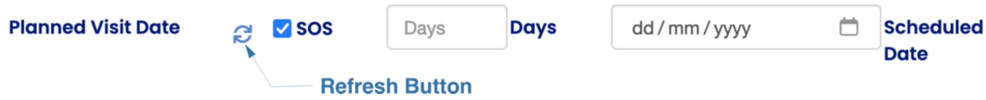
In HMIS, a patient visit to any OPD department is recorded with a unique episode code hospital wise. If the patient visits the same department in the same hospital next time, the same episode will continue unless the doctor ends the treatment for the current diagnosis for which the initial registration was done. If no open registration is available for the department at the time of registration, a new episode will be created. This episode code is used for all purposes of treatment done through that department in that hospital, such as OT processes, service areas, investigations, inpatient treatment, etc.



2.11.1 End Treatment for Current Diagnosis: By default, this radio button is set to 'No.' If the treatment is completed, the doctor must select 'Yes' to close the episode.

2.11.2 Prescription/Surgery done by HVS: Checking this box reveals a new text field in the tab where the prescribing doctor can mention the name of Visiting Consultant whose credentials are not available in HMIS in case of treatment advised by Visiting Consultant. This option is provided for cases where specialty doctors visit on a case-to-case basis, and the treatment must be recorded in the HMIS portal.

2.11.3 Planned Visit Date: The doctor can schedule the next visit of the patient.

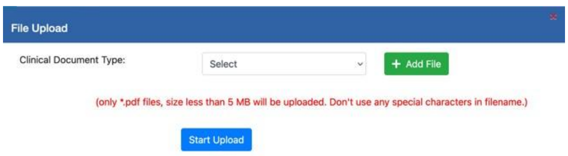


a) **SOS:** By default, the SOS checkbox is selected. The doctor can uncheck it if not required.
b) **Days:** Here, the doctor can specify the number of days until the patient's next visit.
c) **Scheduled Date:** The doctor can specify a particular date for the patient's next visit.
d) **Refresh Button:** Clicking this button will clear any data entered in the Days and Scheduled Date fields.

2.11.4 Clinical Notes: In this text box, the doctor can enter clinical notes about the patient's visit to the hospital.

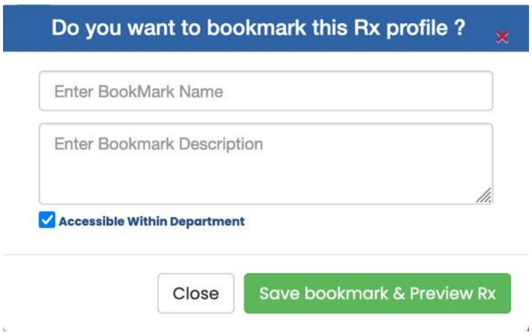
2.11.5 Instruction/Remarks: In this text box, the doctor can enter any general or administrative remarks for the patient.

2.11.6 File Upload:



The doctor can upload any document related to the patient that should be available in the patient's EMR. Clicking this button opens a pop-up window where the document type can be selected. Click the Add File button to select the file to be uploaded. (Only .pdf files, size less than 5 MB, will be uploaded. Do not use any special characters in the filename.) Click the Start Upload button to save the document to the patient's record. These uploaded documents can be viewed in the patient's EMR under the Documents Tab.

2.11.7 Bookmark this Rx: If the doctor needs to save the current prescription data in all tabs as a bookmark, clicking this button opens a pop-up window.



a) **Bookmark Name:** Enter the name of the bookmark.
b) **Bookmark Description:** Enter a detailed description to help identify the bookmark content easily when loading the bookmark into a prescription.
c) **Department:** By default, the "Accessible within Department" checkbox is checked, meaning the created bookmark will be accessible only to the current department. If this checkbox is unchecked, the bookmark will be visible to all departments in the current hospital.
d) **Close:** Click this button to close popup without saving bookmark.
e) **Save Bookmark:** Click the Save Bookmark and Preview Rx button to save the bookmark and view a preview of the prescription.

2.11.8 Preview: Clicking this button opens a pop-up window where the draft prescription can be viewed by the doctor. The doctor can verify all the details recorded in the OPD prescription page. Save and Save & Print buttons are available; the doctor can click Save to save the prescription, or Save & Print to save and print the prescription.

2.11.9 Error: An error will be shown if the Chief Complaints or Diagnosis fields are left blank in the prescription, as these are mandatory fields for saving any prescription.