



# User Manual

Information Technology Group



## Meal Plan Document Control

### Revision History

Date	Version	Description	Author
9-sep-2022	V1	Meal Plan	Ahmed. Alwadani

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## ➤ How PRO staff order the meal?

**Step1:** From “Login” page, select “Branch”, then enter “User ID” and “Password”. Finally, click on “Login” button as shown in figure 1.1

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Click to change the language

Select branch

Enter user ID

Enter password

Click to login

Branch:  
Olaya Medical Complex

User Name:  
101939

Password:  
\*\*\*\*\*

Login



**Step2:** The PRO staff can use the Dashboard to see all meal plan information (Ordered, Served, Canceled, Total, Patient without order, and No order for Companion)

Meal Type	Ordered	Served *	Canceled	Total	Patients Without Order *	No Order for Companion *
Breakfast (08:00:00 - 10:00:00)	0	0	0	0	0	0
Lunch (12:00:00 - 15:00:00)	0	0	0	0	0	0
Dinner (18:00:00 - 23:59:00)	0	0	0	0	1	0
Sahoor (02:00:00 - 11:59:00)	0	0	0	0	0	0
Floor (09:00:00 - 21:00:00)	0	0	0	0	0	0
Snack (14:00:00 - 23:59:00)	0	0	0	0	1	0

**Step3:** The PRO staff can search about patients by using the following tabs i.e. (Search By Patient ID, Search by Building and Floor, and Search By QR) as shown in the figure below

Search By Patient ID

Patient ID: \*

Search



**Step 3.** user can navigate to the list of patients to create an order from the dashboard screen, the user has to click on the **patient without order** as shown in the figure below

Meal Type	Ordered	Served *	Canceled	Total	Patients Without Order *	No Order for Companion *
Breakfast (00:00:00 - 10:00:00)	0	0	0	0	0	0
Lunch (10:00:00 - 15:00:00)	0	0	0	0	1	0
Dinner (15:00:00 - 23:59:00)	0	0	0	0	1	0
Sahoor (00:00:00 - 11:59:00)	0	0	0	0	0	0
Ftoor (10:00:00 - 21:00:00)	0	0	0	0	0	0
Snack (00:00:00 - 23:59:00)	0	0	0	0	1	0





**Step 4.** User has to click on the patient name or ID patient to display the patient information and create an order as shown in the figure below

Meal Plan

Dashboard Search By Patient ID Search By Building and Floor Search By QR Reports

Generate Report

Room No.	Patient ID	Patient Name	Patient Type	Age	Admission Date	Diet Type: All	Diet Remark	Diet Type Changed	Allergies	Allergy Remarks	PRO Remark
504	3648938	SAADALLAH SABER AL-ABDULHAMEED	Patient	22 Yr	2022/09/04 12:23	Regular		9/4/2022 12:24:00 PM			

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**Step5 ,** User can Select the order plan and view the patient information as well by clicking on the button as shown in the figure below

Order Summary

Breakfast  
Status: No Order  
Total Calories: 0

Lunch  
Status: No Order  
Total Calories: 0

Cancel Order

White Arabic Bread (0 cal)

Cucumber and Yogurt Salad (0 cal)

Cream of Mushroom Soup (0 cal)

Chicken Beriyani (0 cal)

Meal Plan

Search Result Today Patient Tomorrow Patient Today for Companion Tomorrow for Companion

This order is for: Today for: Patient Date: 04/09/2022 Diet Type: Regular

Select the order plan

☐ Fasting  
☐ VIP Request

To View the patient information

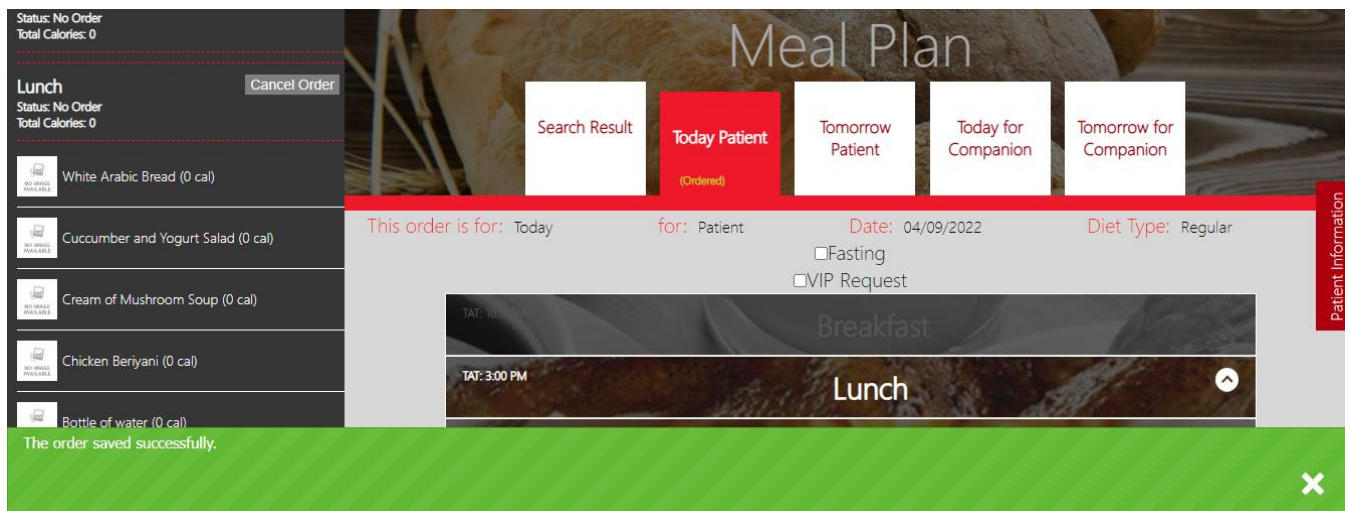
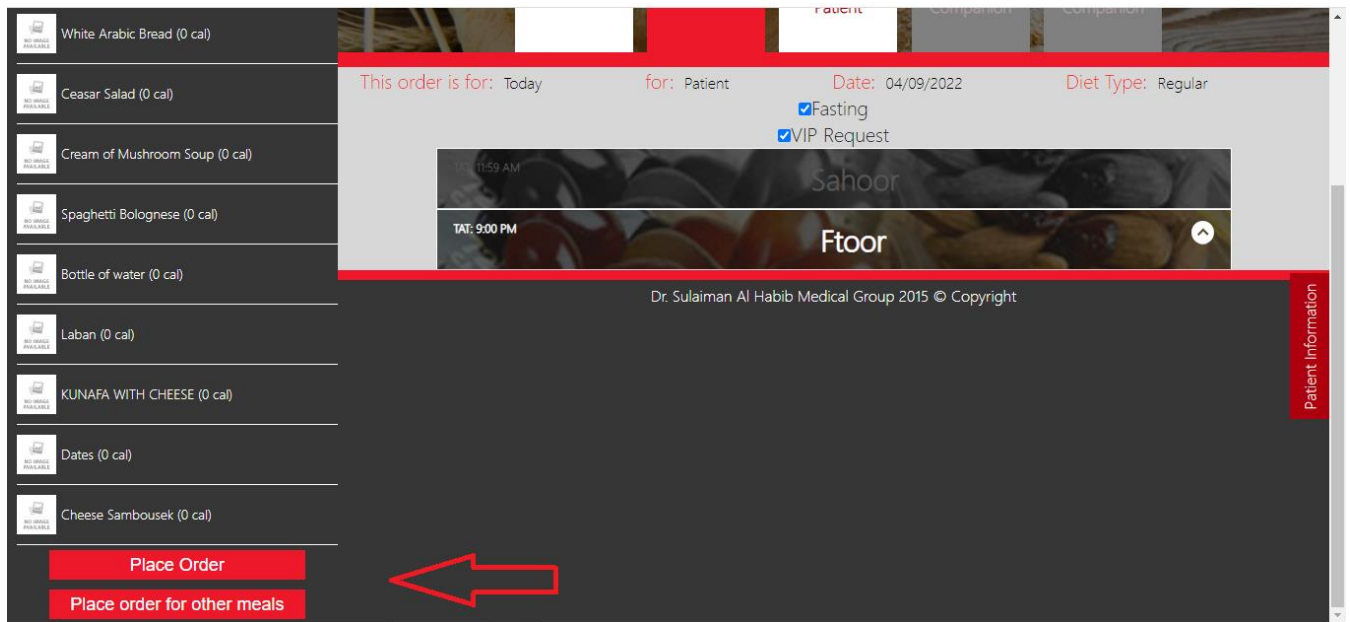
Patient Information

Breakfast

Lunch



**Step 6.** Click on the meal type i.e. (Breakfast, Lunch, or Dinner) to display the menu then choose the kind of food from it. And Finally, click on **“Place the Order”** button as shown in figure.





**Step 7.** Click [place order for other meals](#) button to order other meals such as Snack as shown in the figure below

NO IMAGE AVAILABLE Laban (0 cal)

NO IMAGE AVAILABLE KUNafa WITH CHEESE (0 cal)

NO IMAGE AVAILABLE Dates (0 cal)

NO IMAGE AVAILABLE Cheese Sambousek (0 cal)

Place Order

Place order for other meals



☐ Hospitality ☒ Snack

Quantity:

Place Order

Cancel





**Note:** PRO staff enable to edit or cancel only NOT served meals before passing the TAT of the meal

### Order Summary

**Breakfast**  
Status: No Order  
Total Calories: 0

**Lunch**  
Last Edit: 06/09/2022 11:11 Status: Confirmed  
Total Calories: 0

**Dinner**  
Last Edit: 06/09/2022 11:11 Status: Confirmed  
Total Calories: 0

عربي Log Out

أمانى العراقي  
PRO Staff  
101969

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## Meal Plan

Search Result Today Patient Tomorrow Patient Today for Companion

(Ordered)

This order is for: Today for: Patient Date: 06/09/2022

☐ Fasting  
☐ VIP Request

TAT: 11:59 PM

Breakfast

TAT: 3:00 PM

Lunch

TAT: 11:59 PM

Dinner

### Patient Information

Name: MESHARI KHAIR SABER  
Admission No: 2022000112  
Bed: 506  
Allergies: ASPIRIN, EGG WHITE  
Patient ID: 3648906  
Admission Date: 2022/09/05  
Room: 506  
Diet Type: Blended Diet  
Doctor / Dietician Remarks:  
OR Reservation: No OR Reservation

Cancel Order

Cancel Order

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## ➤ How Diet Center staff serve the meal?

**Step1:** From “Login” page, select “Branch”, then enter “User ID” and “Password”. Finally, click on “Login” button as shown in below

The screenshot shows a web browser window with the URL `10.50.100.198:3399/Pages/Login.aspx`. The login form is overlaid on a background image of bread. The form includes the following elements:

- Header: **د. سليمان الحبيب**, **DR SULAIMAN AL HABIB**, **المجموعة الطبية medical group**, and a red cross logo.
- Language selector: **عربي** (Arabic).
- Branch: A dropdown menu showing **Olaya Medical Complex**.
- User Name: A text input field containing **101949**.
- Password: A text input field with masked characters **\*\*\*\*\***.
- Login button: A black button with the text **Login**.

At the bottom of the page, there is a footer with the **Htick** logo and the text **Dr. Sulaiman Al Habib Medical Group 2015 © Copyright**.



**Step2:** The DIET CENTER staff can use the Dashboard to see all meal plan information (**Ordered, Served, Canceled, Total**) and also he can navigate by clicking on each button as

Loading ...				
<input checked="" type="radio"/> Today <input type="radio"/> Tomorrow <input type="button" value="Refresh"/>				
Meal Type	Ordered *	Served	Canceled	Total
Breakfast <small>(00:00:00 - 10:00:00)</small>	0	0	0	0
Lunch <small>(10:00:00 - 15:00:00)</small>	1	1	0	2
Dinner <small>(15:00:00 - 23:59:00)</small>	2	0	0	2
Sahoor <small>(00:00:00 - 11:59:00)</small>	0	0	0	0
Ftoor <small>(10:00:00 - 21:00:00)</small>	0	0	0	0
Snack <small>(00:00:00 - 23:59:00)</small>	0	0	0	0



**Step3:**On clicking **“Meals Serving (Per Patient)”**, the user can search for the patient by selecting **“Building and Floor”** or by entering **“Patient ID”** and then select the meal. Finally, click on **“Search”** button as shown below :

The screenshot displays the 'Meal Plan' application interface. At the top, there is a navigation bar with five buttons: 'Dashboard', 'Meals Serving (Per Patient)' (highlighted in red), 'Meals Serving (Whole Orders)', 'Reports', and 'Early Meal'. Below the navigation bar, the main content area is titled 'Meals Serving (Per Patient)'. A message states: '\*You must enter either the building and the floor or the patient ID.' The form contains four input fields: 'Building: \*' with a dropdown menu showing 'Dr. Sulaiman Al Habib Al Ra'; 'Floor: \*' with a dropdown menu showing 'FIRST FLOOR'; 'Nursing Station:' with an empty dropdown menu; and 'Patient ID: \*' with a text input field containing '3648906'.



**Step4:** Click on **“Items”** icon to display all meal items and then **“Serve”** icon to serve the meal as shown in figure below

The screenshot displays the 'Meal Plan' application interface. A modal window titled 'Items' is open, showing a table of meal items and their counts. Below the table are two buttons: 'Serve Meals' and 'More Details'. The background shows the main dashboard with a navigation bar and a table of meal types and their status.

### Items Modal

Item	Count
Clear Broth Soup (0 cal)	1
Jello (0 cal)	1
Tea (0 cal)	1
2 Bottel of water (0 cal)	1

Buttons: **Serve Meals**, **More Details**

### Main Dashboard

Navigation: Dashboard, Meals Serving (Per Patient), Meals Serving (Whole Orders), Reports, Early Meal

Today Tomorrow ↺

Meal Type	Ordered *	Served	Canceled	Total
Breakfast (00:00:00 - 10:00:00)	0	0	0	0
Lunch (10:00:00 - 15:00:00)	0	2	0	2
Dinner (15:00:00 - 23:59:00)	2	0	0	2
Sahoor (00:00:00 - 11:59:00)	0	0	0	0
Ftoor (10:00:00 - 21:00:00)	0	0	0	0
Snack	0	0	0	0

Meal served successfully





**Step5:** On clicking “**Meals Serving (Whole Orders)**”, select from each drop down list. Finally, click on “**Search**” button as shown in figure below

Meals Serving (Whole Orders)

Building: \*

-- Select --

Floor: \*

Nursing Station:

Meal: \*

-- Select --





**Step6:** On clicking “**Reports**” tab, the user will be able to generate 7 reports i.e. (**Ordered Items Report, Ordered Meals Per Diet Type, Meal Label, Served Items, Served Meals, Total number of Patient by diet type, and Served Meals Report Per Patient**) as shown below.

**Meal Plan**

Dashboard | Meals Serving (Per Patient) | Meals Serving (Whole Orders) | **Reports** | Early Meal

**Reports**

\*You must enter either the building and the floor or the patient ID.

Building: \*

All ▼

Floor: \*

All ▼

Patient ID: \*

Report Type: \*

-- Select -- ▼

Figure 1.9



1. **Ordered Meals Per Diet Type Report:** the report displays the meal that has been ordered but not served as shown in figure

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**Ordered Meals per DietType**

<b>Branch:</b> Olaya Medical Complex	<b>Building:</b> All
<b>Order Date:</b> Last Year	<b>Floor:</b> All
<b>Report Date:</b> 22/05/2016 11:40	

Meal	Quantity
BRAT Diet	
Breakfast	2
Clear Liquid Diet	
Breakfast	4
Diet for Age (6-12 months)	
Breakfast	1
Full Liquid Diet	
Breakfast	4
Regular	
Breakfast	13



2. **Meal Label Report:** the report will display meals that have been served but not received as shown in figure

SAP CRYSTAL REPORTS®

1 of 1 100%

Main Report

<p>DSU SULTANAH ABDUL AZIZ AL-JASIR PatientID: 1235478 Age: 3 Yr Gender: Female Room No: PV-39 DietType: Diabetic Order Date: 14/02/2016 Remarks: Items: Honey Loops, Chocolate cake, yogurt</p>	<p>Dinner (Patient)</p> <p>د. سليمان الحبيب DR SULAIMAN AL HABIB المجموعة الطبية medical group</p>
<p>DSU MARIE GEORGES WARDI PatientID: 1234567 Age: 83 Yr Gender: Female Room No: PV-31 DietType: Diabetic Order Date: 14/02/2016 Remarks: Items: Honey Loops, Chocolate cake, yogurt</p>	<p>Dinner (Patient)</p> <p>د. سليمان الحبيب DR SULAIMAN AL HABIB المجموعة الطبية medical group</p>
<p>DSU ALI DONT USE PLEASE PatientID: 1875948 Age: 16 Yr Gender: Male Room No: PV-14 DietType: Diabetic Order Date: 14/02/2016 Remarks: Items: Honey Loops, Chocolate cake, yogurt</p>	<p>Dinner (Patient)</p> <p>د. سليمان الحبيب DR SULAIMAN AL HABIB المجموعة الطبية medical group</p>



3. **served Items Report:** the report will display the count of served items on specific time period as shown in figure 1.12

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**Served Items Report**

Branch: Olaya Medical Complex      Building: All  
Served Date: 22/05/2016      Floor: All  
Report Date: 22/05/2016 11:31

DietType	Item	Quantity
Breakfast		
Regular	Foul with Tahina and brown pita bread	1
Regular	Laban	1
Regular	Brown Arabic Bread	1
Regular	Milk	1
Regular	Tea	1



4. **Served Meals Report:** the report will display the count of served meals on specific time period as shown in figure below

Meal	Quantity
Regular	1
Breakfast	

5. **Total number of Patient by diet type Report:** the report will display the count of patients for each diet type as shown in figure below

Diet Type	Total Of Patients
Regular	11
Soft Diet	1
Full Liquid Diet	2
Clear Liquid Diet	6
Tonsillectomy Diet	1
No Salt / Low Salt	36
Test	1
Test More Time	1
Sips of water	1
Clear liquid	6



6. **Served Meals Report Per Patient Report:** the report will display the count of served meals for each patient on specific time period as shown in figure below

10.50.100.198:7895/Pages/DietCenterSite/DCReports.aspx

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**Served Meals per Patient**

Branch: Olaya Medical Complex Report Date: 22/05/2016 12:00  
Building: All Served Date: Last Year

PatientID	Room ID	DietType	Meal	Quantity
<b>FIRST FLOOR</b>				
1875726	PV-34	Clear Liquid Diet	Breakfast	1
1875939	SU-46	Regular	Breakfast	1
<b>ORTHO FOURTH FLOOR</b>				
1762772	401	Diet for Age (1-12 years)	Breakfast	1
1762965	412	Regular	Breakfast	1
<b>ORTHO THIRD FLOOR</b>				
1758915	317	Regular	Breakfast	1
<b>SECOND FLOOR</b>				
388103	SH-11	Clear Liquid Diet	Breakfast	2