

# NIH Clinical Center CIO Newsletter

November, 2010

60th Edition

This is the sixtieth edition of a monthly broadcast email to the CRIS user community about CRIS capabilities and issues. In addition to the text version in this email, I've attached a PDF version that can be printed. I look forward to receiving your comments or suggestions at [CIOnewsletter@cc.nih.gov](mailto:CIOnewsletter@cc.nih.gov). In addition, valuable information can be accessed at the CRIS and DCRI websites: <http://cris.cc.nih.gov>, <http://www.cc.nih.gov/dcri>.

## Topics of the Month

- Changes Coming to CRIS Sunrise
  - Worklist Manager
  - Modifications to I&O Flowsheet
- Tip for Using CRIS Sunrise
  - Messenger and Escort Services
- NIH Required Continuing Education

## Worklist Manager

In an effort to reduce the time it takes to display the Worklist Manager in CRIS, we will be changing a setting in the system to display only the medications with tasks that are scheduled within the following 24 hours. The benchmark for this setting at other institutions is 24 hours, but we had it set to 72 hours to support several pharmacy processes prior to implementing our new Pharmacy system. We hope that making this change to a 24 hour display will result in faster display times - and more satisfied CRIS users. However, undocumented tasks, which also contribute to display slowness, will continue to display until they are documented.

## Modifications to Intake & Output Flowsheet

Beginning in mid-January, the Intake & Output flowsheet will be updated to reflect current products and practices. Specific changes include automatically-appearing hourly time columns, as well as a section for drips, which will only be used in the ICU. Additional information will follow in future communications.

## Messenger and Escort Services

Effective October 1, 2010, Messenger and Escort service transitioned their transport ordering system from phone calls to electronic order entry, using CRIS and Hospital Services Requests.

- **FOR SPECIMENS --:** Use Scheduled Daily Rounds; **NO TRANSPORT ORDER REQUIRED.** Follow the daily rounds schedule, prepare specimen bag with delivery destination clearly marked on bag (designate if going to DLM or a specific Research Lab designation), place the bag in the bin marked "ROUTINE" in your soiled utility room (or in the refrigerator as needed). The escort staff will automatically pick up at the scheduled round time.
- **FOR "ON-DEMAND" STAT OR ROUTINE TRANSPORT** of specimen, medication, or patient, **ENTER ORDER IN CRIS** under the correct patient name.
  - **STAT:** Select the priority of **STAT->** The request is immediate; no time needs to be selected. You'll need to enter a reason for requesting a STAT M&E service. The Escort staff will complete the delivery to the requested destination within 20 minutes of the order submission.
  - **Non-STAT Time-Sensitive:** Select the priority of **Non-STAT Time Sensitive->** when the request has a specific time for the service to be performed. Enter the date/ time of the appointment. You can select a **future date**. The Escort service staff will arrive at the requesting location 15 minutes prior to the Appointment date/time entered.
  - **Routine:** Select the priority of **Routine->** when the request does not have a specific time for the service to be performed. The Escort staff will complete the delivery to the requested destination within 30 minutes of the order submission. You can also enter a routine request for a future date where there is not a specific time. The Escort staff will complete the delivery on that requested day.
- **FOR TRANSPORT OF MISCELLANEOUS ITEMS** that are not patient specific (e.g. stretchers, oxygen cylinders, damaged/repared portable medical devices, etc), **ENTER A HOSPITAL SERVICES REQUEST**

Go to the Standard Clinical Desktop and select the Hospital Services icon or enter <http://supply.cc.nih.gov>

1. Log in using your email address and domain password
2. Pull down the 'Place An Order' menu in left upper corner
3. Select **Escort Request**
4. Complete the Order fields

## 5. Submit

### NIH Required Continuing Education

Single sign-on is coming to the learning management system (LMS), also known as the **HHS Learning Portal**. HHS has scheduled the implementation for **December 6, 2010**. NIH employees will be able to use their NIH username and password or their Personal Identity Verification (PIV) card to access the LMS!

With the implementation of single sign-on, all LMS accounts that have not been accessed in the past year might be deactivated. You can **SAVE YOURSELF THE TROUBLE OF HAVING TO RE-ACTIVATE YOUR ACCOUNT** by logging into the LMS now:

- Go to the LMS log in page at: <https://lms.learning.hhs.gov/Saba/Web/Main>.
- Don't know your LMS log in ID? Click on the 'Look up your ID' link on the log in page.
  - For more help go to the 'Forgot your password' link on the log in page.
- NIH-specific log in instructions in an accessible, PDF format can be found here: <http://trainingcenter.nih.gov/pdf/lms/EmployeeLogOnInstructions.pdf>.
- To view a NIH-specific log in instructions video go to: [http://trainingcenter.nih.gov/doc/Login\\_Help\\_Final.ppsx](http://trainingcenter.nih.gov/doc/Login_Help_Final.ppsx).

NOTE: If the video does not play automatically, you will need to select "Open" from the File Download prompt and manually play the slideshow.

If you encounter any problems using these log in aides, please contact the LMS Help Desk at 1-866-246-5440 or [DHSHelp@gpworldwide.com](mailto:DHSHelp@gpworldwide.com) for personal assistance.