



**East London**  
NHS Foundation Trust

# Ward Screen companion



Power BI

<b>What the screen shows</b>	<b>3</b>
<b>Where the data comes from</b>	<b>4-12</b>
<b>How to login</b>	<b>13-17</b>
<b>Contact</b>	<b>18</b>

# What the screen shows

The screenshot displays the NH Emerald Ward interface. At the top, it shows '18 Service users on ward', '2 Service users on Leave', '0 AWOL', '94% Risk Assessed', and '0 Beds Available'. Below this is a table of service users with columns for Name, Rio ID, Admit Date, Leave Status, LoS, MHA, Section Start, Section Expiry, Rights, Consent Admit, Consent Treat, Clin Ass Form, Risk Assess, Lifestyle, VTE, Dialog+ on Admission, Consultant, Named Nurse, CRFD Days, Out of Area, Care Coordinator, and Care Team. A single patient record is visible with the following data: Admit Date: 25/07/23, Leave Status: On Ward, LoS: 69, MHA: 3, Section Start: 28/07/23, Section Expiry: 27/01/24, Rights: 3, Risk Assess: 25/07/23, Lifestyle: 25/07/23, CRFD Days: 27, Care Coordinator: Farah Jam..., Care Team: NH Early Int.

Annotations with red arrows point to specific data points in the interface:

- Date of Admission on ward**: Points to the 'Admit Date' column.
- Total number of days on ward**: Points to the 'LoS' column.
- Patient consent to treatment**: Points to the 'Consent Treat' column.
- Risk Assessment for Venous Thromboembolism completed**: Points to the 'VTE' column.
- Number of days between the clinically ready for discharge date and the discharge end date or current date**: Points to the 'CRFD Days' column.
- Patient's rights were read prior to admission and the number of rights read**: Points to the 'Rights' column.
- Patient has had a Risk Assessment completed**: Points to the 'Risk Assess' column.
- Patient is on ward or home**: Points to the 'Leave Status' column.
- MHA section number**: Points to the 'MHA' column.
- Patient consent to admission to ward**: Points to the 'Consent Admit' column.
- Patient had lifestyle assessment completed**: Points to the 'Lifestyle' column.
- Patient admitted from outside ELFT**: Points to the 'Out of Area' column.
- Patient has had a clinical assessment form completed**: Points to the 'Clin Ass Form' column.
- Dialog+ completed**: Points to the 'Dialog+ on Admission' column.

# Where does the data come from in RiO?

Service User

MHA

Assessment

Care Plan

Locality

## Admit Date

In RiO's  
Case Record Menu

From the **Inpatient Management** drop-down list  
Select **Admission**

Case Record Menu

- East London Patient Record (HIE)
- BLMK Shared Care Record
- RiO Patient Record Summary
- Liaison Psychiatry Form
- Documents & Editable Letters
- Medical Documentation (Mental Health)
- Conditions (SNOMED)/Diagnosis (ICD10)
- Risk Information
- Physical Health
- Recovery Care Pathway Documentation
- Safeguarding
- Mental Health Act & Mental Capacity Act
- Clustering
- Client Referrals
- Client Related Data-Views
- Inpatient Management**
  - Admission**
  - Discharge
  - Clinically Ready for Discharge
  - Pre-Discharge Planning

Admit Date is drawn from the  
**Admission Date** Field

Admission

Ward: 80 Cedar House

Patient Group: Adult MH Patients

Ward Gender: Any

Bay: Cedar Hse Overbooking (15 Free Beds)

Bed: 5

Referral Consultant: No valid referrals exist for this client

Named Nurse: [Redacted]

Type Of Stay: Rehabilitation

Referral Source: Accident And Emergency D

Referral Reason: Detention under the MHA

Referral Type: External Referral

Decided To Admit Date & Time: 23 October 2023 11:17

**Admission Date: 23 October 2023 11:17**

Admission Source: Care Home Without Nursing

Admission Method: Emergency - Other

Client Classification: Ordinary Admission

Intended Discharge Date: [Redacted]

First in a Regular Series: [Redacted]

Consultant Service: ADULT MENTAL ILLNESS

Other Consultant: [Redacted]

Intended Management: Client to stay in hospital for at least one night

Legal Status on Admission: Section 3

Psychiatric Patient Status: Not known

Administrative Category: NHS Patient, excluding Overseas Visitors

EWS System: NEWS

Transforming Care Indicator: No - Patient is not in scope of transforming care

Associated Documents: -No Documents Associated-

Save Clear

All mandatory fields  
need to be complete  
and **Saved**

## Leave Status

In RiO's  
Demographics window

Select **Inpatient Status**

On bed select  
**Leave / Leave Details**

Leave Reason and  
all mandatory fields  
need to be complete  
and **Saved**

Case Record Menu

- Case Record
- Client Demographics
- River View

Physical Health

- Physical Health Assessment Forms (MHA)
- Physical Health Assessments (CommHealth)
- Height, Weight and BMI Record
- Physical Health CQUIN Overview
- Physical Health CQUIN missing data
- Recovery Care Pathway Documentation

Demographics

Full Name (ClientID)  
Preferred Name or Surname

Alerts

**LATEST RISK INFORMATION**

My safety is my advance directive  
Access to child who has Protection Plan?  
Client has a Child Protection Plan?  
Next Of Kin

Address

Communication Preferences

Other Communication Info

Interpreter Required

Contact Number(s)

Email Address

Does the Client have a Carer?

Dependants

Registered GP

Teams

Care Co-ordinator

Current Care Level

Cluster Status

MHA Status

**Inpatient Status**

School

Role

Alternative Legacy CHN RiO ID

Bed 5

Case Record: ING, John (NH)

Admit

Admission Record

Discharge

Transfer

**Leave**

Sleepover

Leave Details

Inpatient Leave

Planned Date & Time: 20 October 2023 14:00

Planned Return Date & Time: [Redacted]

Current Legal Status: Section 3 - Admission for treatment (17 Jan 2024)

**Leave Reason: Home Leave**

Escorted: [Redacted]

Please Select

Actual Leave Date & Time: Absent

Actual Return Date & Time: Extended Leave

End Reason: Home Leave

Other Information: Section 17, Short Leave, Temporary transfer outside the trust, Trial Leave

LoS

Length of Stay

Length of Stay in Days (LoS)  
= Current Date – Admission date

MHA

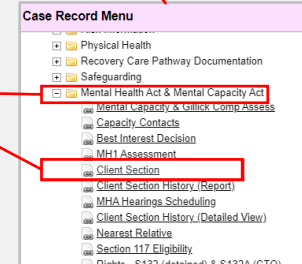
Section Start

Section Expiry

Section number

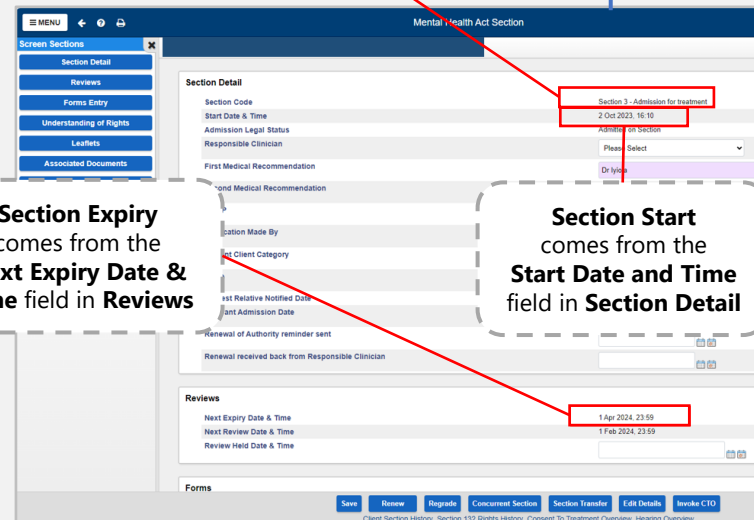
In RiO's  
Case Record Menu

From the **Mental Health Act  
& Mental Capacity Act**  
drop-down list  
Select **Client Section**



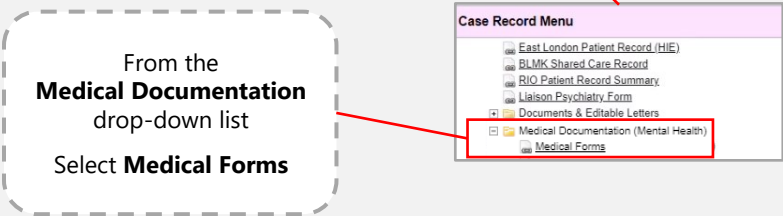
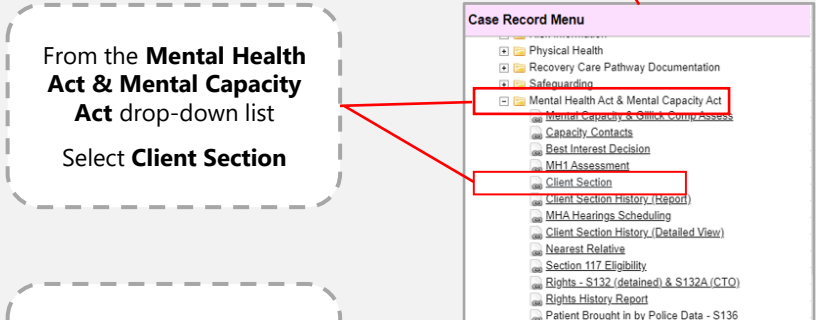
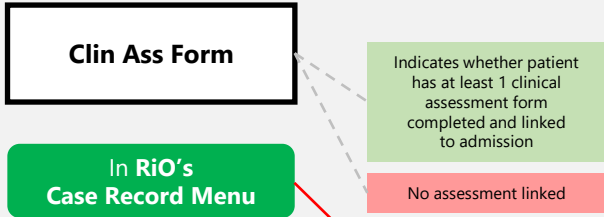
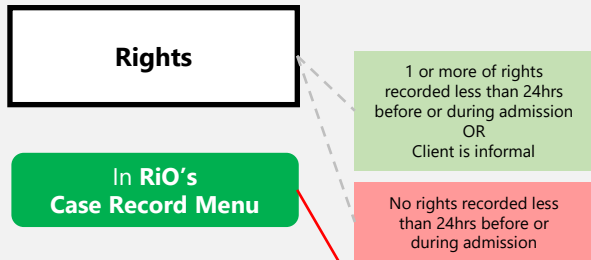
**MHA**  
comes from the  
**Section Code** field  
in **Section Detail**

This form is  
completed by  
the MHA team



**Section Expiry**  
comes from the  
**Next Expiry Date &  
Time** field in **Reviews**

**Section Start**  
comes from the  
**Start Date and Time**  
field in **Section Detail**



**Screen Sections**

- Section Detail
- Review
- Form Entry
- Understanding of Rights**
- Leaflets
- Associated Documents
- Court Appearances
- Section 117
- Section Discharge

**Form Received** | Date Form Received

**Understanding of Rights**

Date and time Patient's rights explained  
Level of Patient's understanding  
Interpreter required  
Comments  
Has Patient been informed about IMHA?  
Nearest Relative Involvement Attitude  
Decision to Appeal

HCP who made assessment  
First language

**Leaflets**

Leaflet Given | Date Given

**MENU**

- Clinical Assessment**
- Historical Clinical Assessment
- Adult Risk Assessment Form
- CAMHS Risk Assessment Form
- Mental Capacity & Gillick Competence Assessment
- Medical Physical Health Assessment
- Investigations Form
- Psychotropic Medication Monitoring
- Lifestyle Assessment
- Diagnosis (ICD10)
- Clustering Assessment & Allocation
- Hospital Discharge Form (V3)

**NHS.**

**Clinical Assessment**

Auto-Saved	Date/Time	Referral / admission
		Ref (28 Jul 2023) NH Hub (Newham Adult)
		Not appropriate
		Ref (16 Oct 2022) NH Hub (Newham Adult)
		Ref (12 Sep 2022) NH Hub (Newham Adult)
		Ref (08 Jul 2022) NH Mental Health Team North East (Newham Adult)
		Ref (21 Mar 2022) NH Occupational Therapy (Newham Adult)
		Ref (10 Jan 2022) NH Mental Health Team North East (Newham Adult)
		Ref (21 Nov 2018) NH Psychiatric Liaison (Newham Adult)

Consent Admit

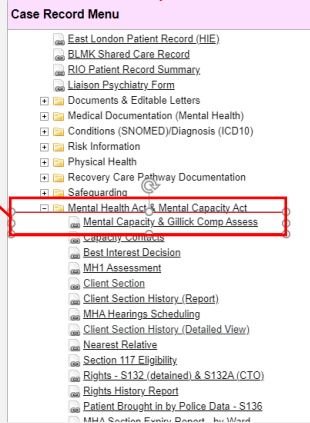
Consent Treat

In RiO's Case Record Menu

First assessment done 24hr or more than 48hrs after admission date

No assessment after admission date

From the Mental Health Act & Mental Capacity Act drop-down list  
Select Mental Capacity & Gillick Comp Asses



Consent to Admit and Consent to Treat are determined by the selection from dropdown menu

All mandatory fields need to be complete and Saved

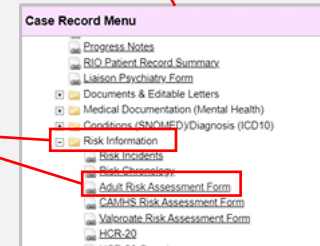
Risk Assess

First assessment on or after admission date

No assessment after admission date

In RiO's Case Record Menu

From the Risk Information drop-down list  
Select Adult Risk Assessment Form



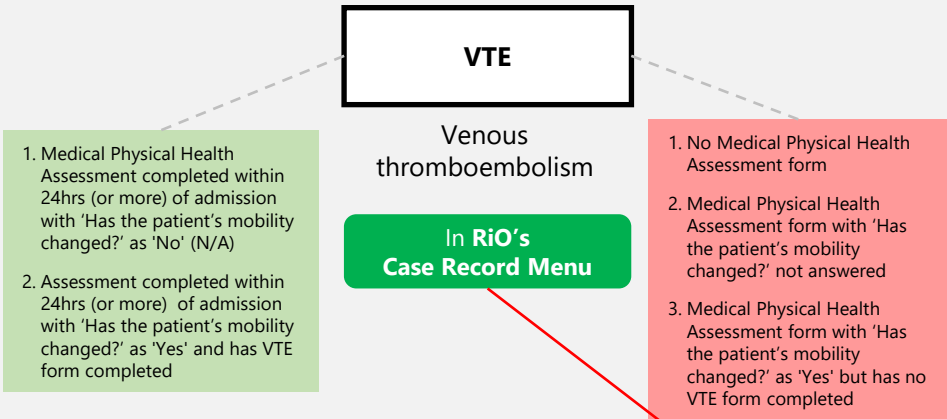
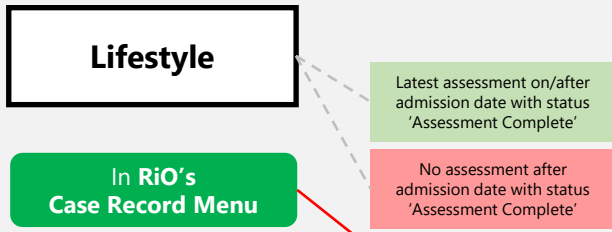
Review Assessments Done

Create New form

All mandatory fields need to be complete and Saved

Assessment (continued)





From the **Physical Health** drop-down list  
Select **Physical Health Assessment Form**

**Case Record Menu**

- East London Patient Record (HIE)
- BLMK Shared Care Record
- RIQ Patient Record Summary
- Liaison Psychiatry Form
- Documents & Editable Letters
- Medical Documentation (Mental Health)
- Conditions (SNOMED)/Diagnosis (ICD10)
- Risk Information
- Physical Health
  - Physical Health Assessment Forms (MH)
  - Physical Health Assessments (Commercial)
  - Height Weight and BMI Record
  - Physical Health COJIN Overview
  - Physical Health COJIN related data

**Medical Physical Health Assessment**

**Nursing Physical Health Assessment Form**

**Psychotropic Medication Monitoring**

**Urine Tests Form**

**Observations and Measurements**

**Lifestyle Assessment Form**

**Investigations Form**

Click **Lifestyle Assessment Form**

All mandatory fields need to be complete and **Saved**

**Lifestyle Assessment Form**

Client: ZZTEST, Dummy Patient - 1024059

Date/time: [Calendar icon]

Is this an admission assessment?  Yes  No

Status of assessment: Assessment complete

This form pulls through information recorded in previous Lifestyle Assessments. Please e

Follow this link for details of available local interventions and care plans to help you comp

[Link to local services and resources information \(via intermediate page\)](#)

Tobacco use

Have you ever smoked? Current smoker

**Save** **Clear** **Cancel**

From the **Risk Information** drop-down list  
Select **Risk Assessment For VTE**

**Case Record Menu**

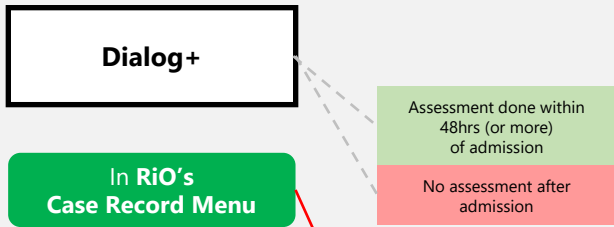
- East London Patient Record (HIE)
- BLMK Shared Care Record
- RIQ Patient Record Summary
- Liaison Psychiatry Form
- Documents & Editable Letters
- Medical Documentation (Mental Health)
- Conditions (SNOMED)/Diagnosis (ICD10)
- Risk Information
  - Risk Incidents
  - Risk Chronology
  - Adult Risk Assessment Form
  - CAMHS Risk Assessment Form
  - Valoroate Risk Assessment Form
  - HCR-20
  - HCR-20 Overview
  - Falls Risk Summary
  - Risk Assessment for VTE
- Physical Health
- Recovery Care Pathway Documentation
- Safeguarding

Create New Form

All mandatory fields need to be complete and **Saved**

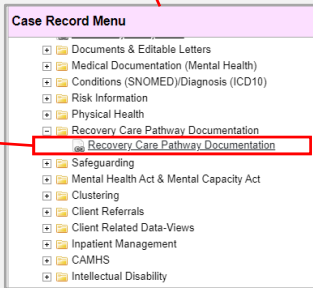
VTE can also be set using the Medical Physical Health Assessment form where 'Risk of VTE' field has been entered

**Save** **Clear** **Cancel**

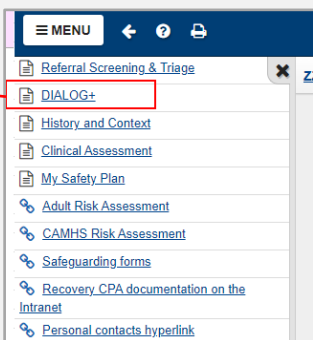


From the **Recovery Care Pathway Documentation** drop-down list

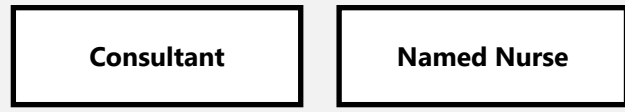
Select **Recovery Care Pathway Documentation**



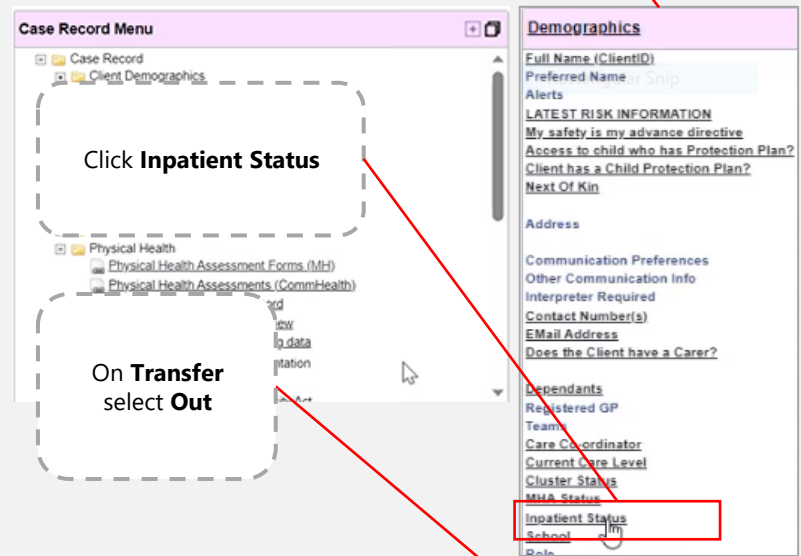
Select **Dialog+** then select **Create New** form



All mandatory fields need to be complete and **Saved**



**In RiO's Demographics window**

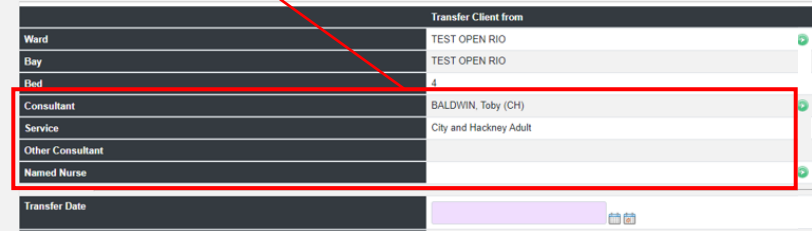
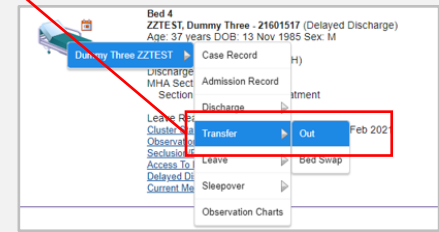


Click **Inpatient Status**

On **Transfer** select **Out**

Select radio button to set **Consultant** and **Named Nurse**

All **mandatory** fields need to be complete and **Saved**

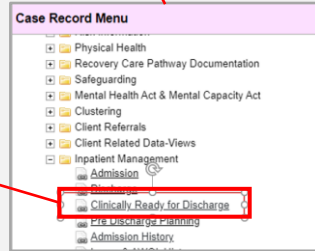


# CRFD

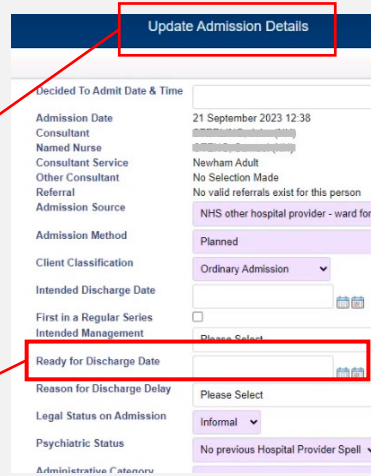
Clinically Ready for Discharge

In RiO's Case Record Menu

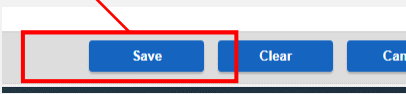
From the **Inpatient Management** drop-down list  
Select **Clinically Ready for Discharge**



View **Update Admission Dates**

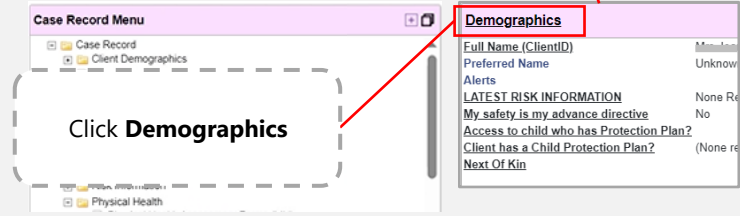


CRFD is set when **Ready for Discharge Date** and **all mandatory fields** are complete and **Saved**



# Out of Area

In RiO's Demographics window



Scroll down next screen  
**Out of Area** is based on **CCG of GP Practice**

Date Registered	7 Feb 2023
GP Opt Out	
GP	QAGMMA
Practice Name	THE DE PARYS GROUP
Practice Address	DE PARYS GROUP, 23 DE PARYS AVENUE, BEDFORD, MK40 2TX
Practice Phone Number	01234 351341
CCG of GP Practice	NHS BEDFORDSHIRE, LUTON AND MILTON KEYNES ICB - M1J4Y(M1J4Y)
Date Registered With GP Practice	28 Sep 2023
Main Carer	

## Care Coordinator

In RiO's Demographics window

## Care Team

In RiO's Case Record Menu

**Click Demographics**

**Select Current Care Level**

**All mandatory fields need to be complete and Saved**

**Save** **Clear** **Cancel**

**Demographics**

Full Name (ClientID) Dummy ZZTEST (1024059)  
 Presented Name Dale GREENWOOD  
 Alerts  
 LATEST RISK INFORMATION  
 My safety is my advance directive Yes  
 Access to child who has Protection Plan? 433  
 Client has a Child Protection Plan? (None recorded) (There may be more data in the RiO Test FAMILY TEST  
 Next Of Kin  
 Address 3 Rush Court, Bedford, Bedfordshire MK40 3JT  
 Communication Preferences Does not want letters sent to home address  
 Does not want to receive text messages  
 Carer's contact details: 0000000000  
 Other Communication Info  
 Interpreter Required Interpreter required in Bengali & Dhaka  
 Contact Number(s) 1254445557 (Home), 0745 486 6377 (Mobile), 0787  
 Email Address test@email.com  
 Does the Client have a Carer? Not Assessed  
 Dependents Boo Test (Son, 49 week(s) old), Child Test Dummy (Davidson Davidson (Daughter, 5 years old), Test Chi (Unborn, 4 year(s), 5 month(s) old), Zzztest Child (So UNKNOWN/Unknown or no GP Practice.)  
 Registered GP BD CAMHS Perinatal Infant Psychotherapy, BD Rec CAMHS SPC, Dummy Team, Dummy Team 2, DU/MS Born Blood Spot Screening, NH ABT, NH CAMHS EI CRT South, NH Early Intervention Service, NH SPC, TH Autism Assessment, TH Bedford Green Team 1, Respons  
 Care Co-ordinator Nazeema (CH) Rampoun  
 Current Care Level CPA  
 Cluster Status Cluster 7 - WARNING: No start date recorded!  
 Inpatient Status None  
 School Alban Academy  
 Role Client and Carer; caring for No Clients  
 Alternative Leasycv CHN RIO ID 1136407

**CPA/Standard Care Management Edit**

CPA Episode Start Date/Time 23 October 2023 10:00  
 Care Co-ordinator/Lead HCP ABBAS, Zarina (CA) (CH)  
 Current Care Level CPA

**Click Actions (top right)**

**Select Referrals/Exit/Entry Care Team is drawn from the Referral data**

**Case Record Menu**

- Medical Documentation (Medical Health)
- Conditions (SNOMED)/Diagnosis (ICD10)
- Risk Information
- Physical Health

**Demographics**

Full Name (ClientID) Mrs Joa  
 Preferred Name Unknow  
 Alerts  
 LATEST RISK INFORMATION None Re  
 My safety is my advance directive No  
 Access to child who has Protection Plan?  
 Client has a Child Protection Plan? (None re  
 Next Of Kin

**Actions**

Service	Care Setting	Team	HCP Referred To	Date & time referral received	Contact	To Discharge
Bedford MHCP	Community Team	BD Mid Beds CMHT OP Sec 117 Reviews (17 Aug 2023)	BA/PAL, Praghant (BD) BUTCHELL, Esther (BD)	30 May 2023, 13:25	Y	Transfer
Discharged Referrals						
Bedford Adult	Community Team	BL Street Triage Team	COOMBER, Colleen (BD)	2 May 2023, 16:00	Y	2 May 2023
Bedford Adult	Community Team	BD Crisis Team		27 May 2023, 02:00	Y	27 May 2023
Bedford Adult	Community Team	BD Crisis Team		16 Oct 2023, 13:53	Y	16 Oct 2023

# How to login

Power up the PC

Power up the screen

Check input and output connections

Select correct HDMI source on screen

You will need:

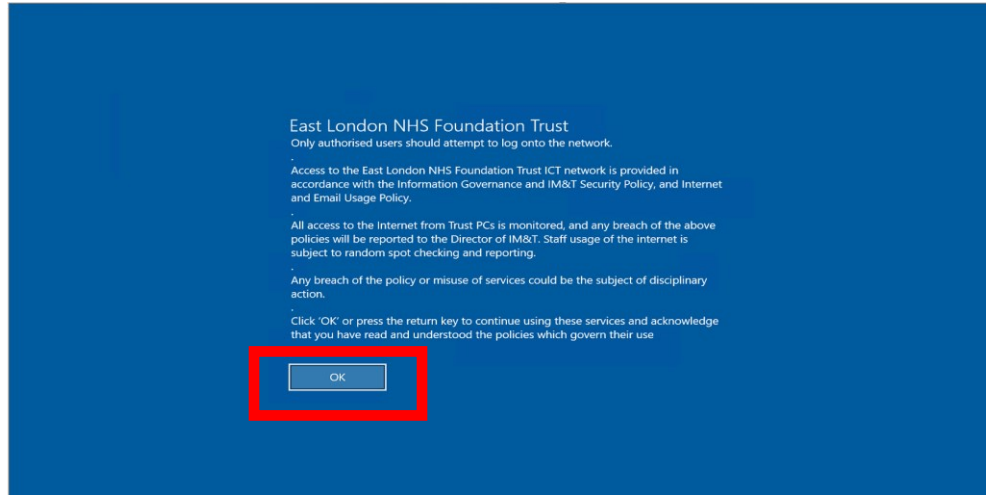
Ward email

Password

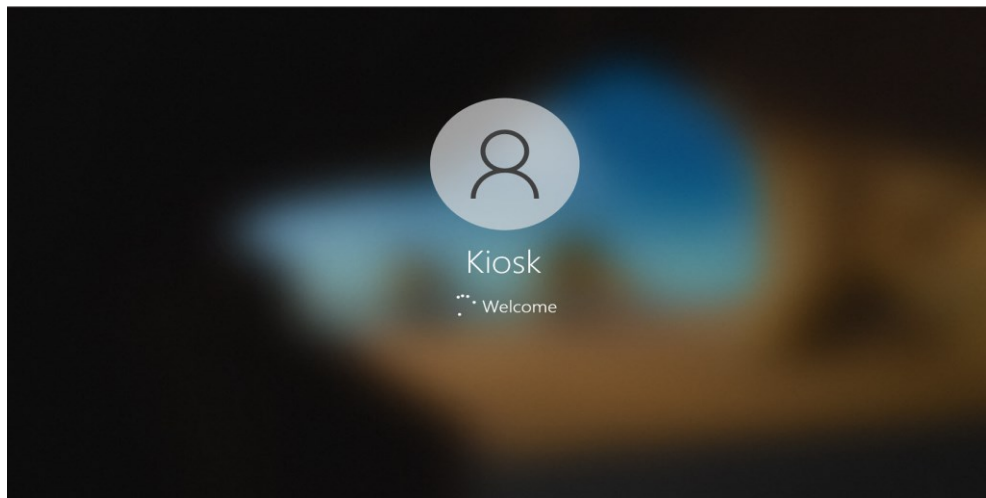
Keyboard & Mouse

Then complete the following 8 stages

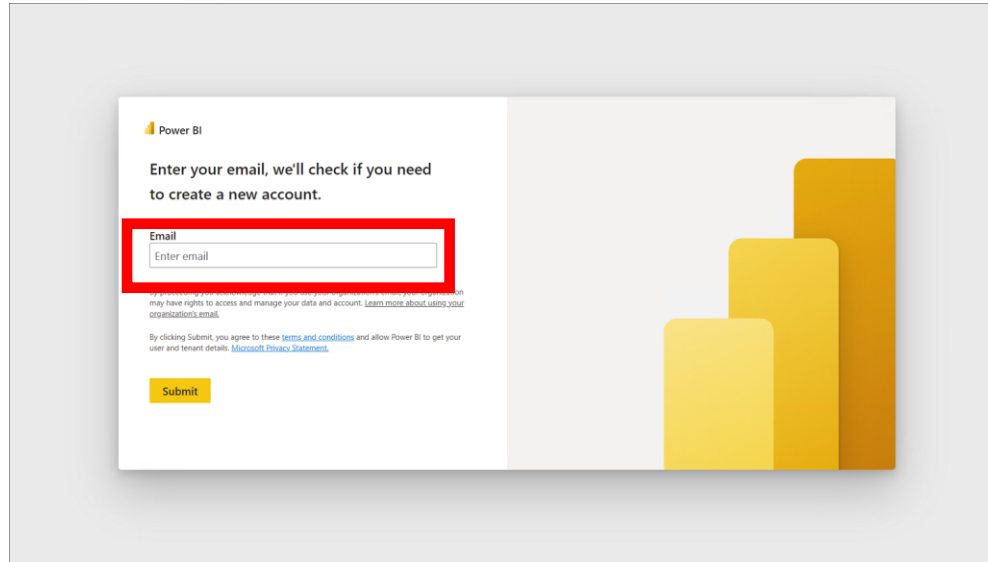
## 1. Welcome Page



## 2. Kiosk Login screen (automatic, so nothing to do)



### 3. Enter email address



Power BI

Enter your email, we'll check if you need to create a new account.

Email  
Enter email

By providing your work email, your organization's administrator may have rights to access and manage your data and account. [Learn more about using your organization's email.](#)

By clicking Submit, you agree to these [terms and conditions](#) and allow Power BI to get your user and tenant details. [Microsoft Privacy Statement](#)

Submit

### 4. Enter password





To use the NHSmail shared tenant services you must review and accept the NHSmail Acceptable Use Policy (AUP). No action is needed if you have already accepted the AUP.

Sign in with your NHSmail account

Enter your NHSmail email address

Password

Sign in

This is a private computer

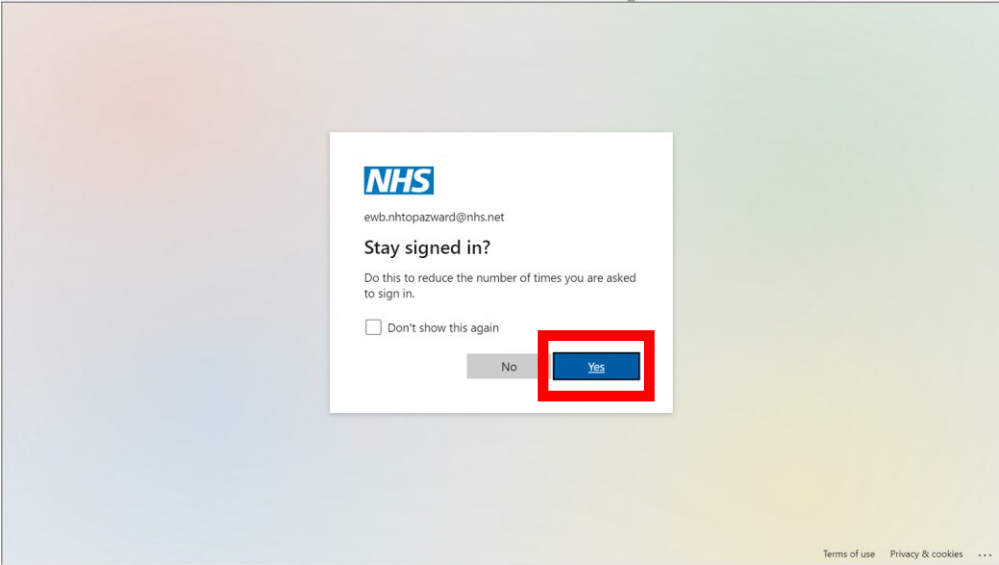
Forgotten Password? Please visit [Self-Service Password Reset Portal](#).

Sign in with another account

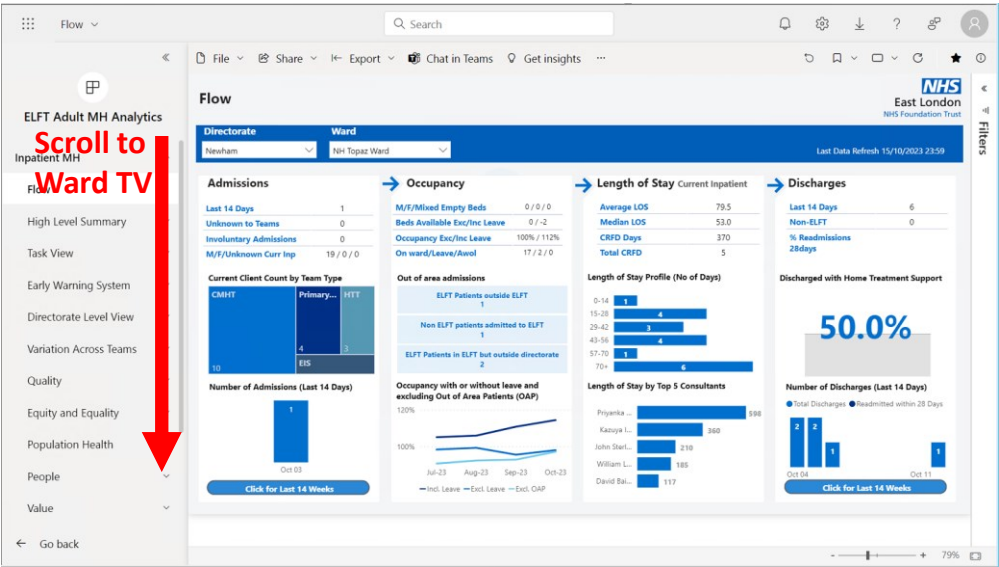
 [Log in with my Care Identity](#)

To register your NHS Care Identity (Smartcard) Please visit [My Identity Portal](#)

# 5. Stay Signed in? YES!

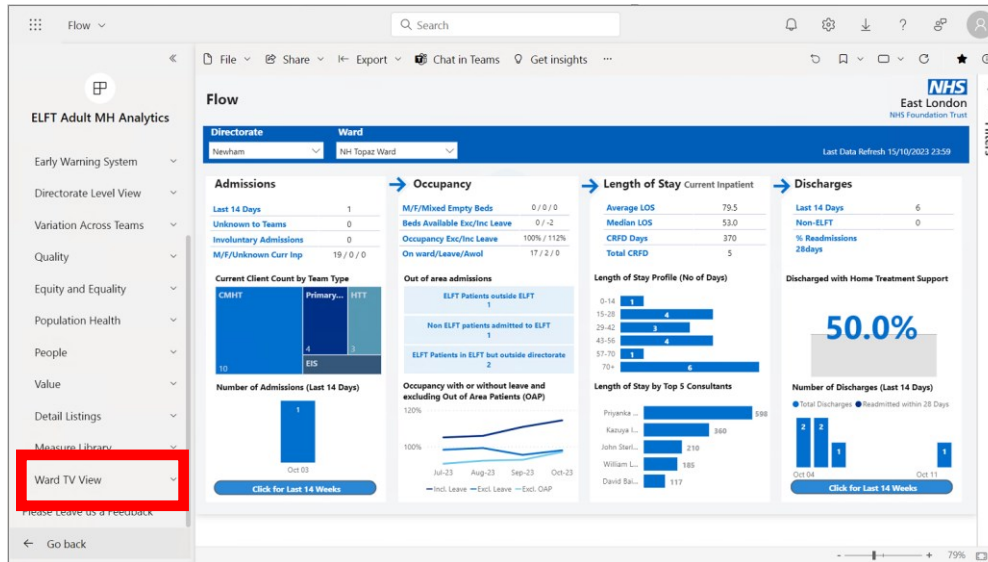


# 6. Inpatients landing page

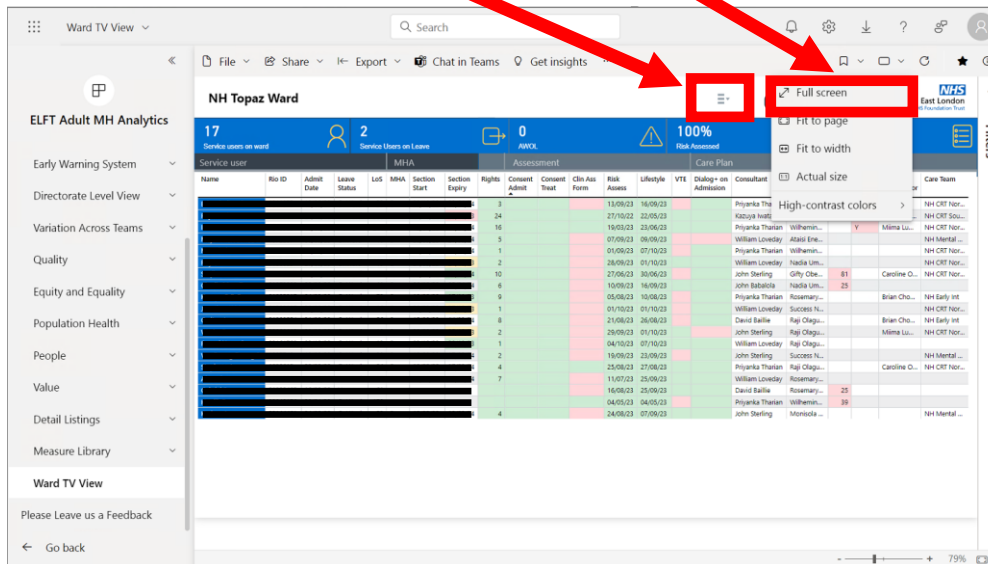




## 7. Select Ward TV link



## 8. Select Ward and Fullscreen view





**East London**  
NHS Foundation Trust

**For Ward Screen Support Contact**

**[elft.analytics@nhs.net](mailto:elft.analytics@nhs.net)**