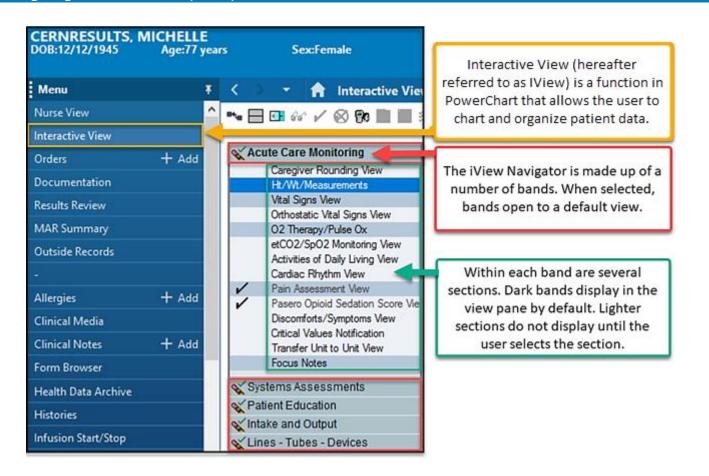
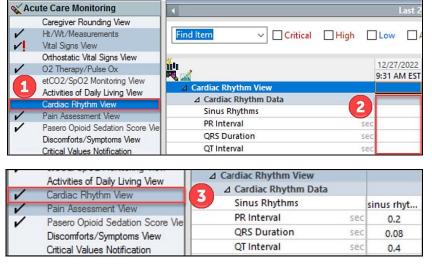


Navigating Interactive View (IView)



To document in a section that does not display by default, simply select the section in the navigator. For example:



A patient has new telemetry orders. The RN will need to document in the Cardiac Rhythm View section.

- 1. Select the light section to open the section in the view pane.
- 2. Add results.
- 3. After results are added to a section, the section displays by default.

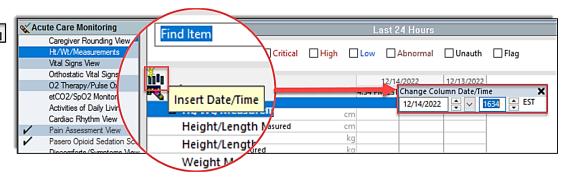


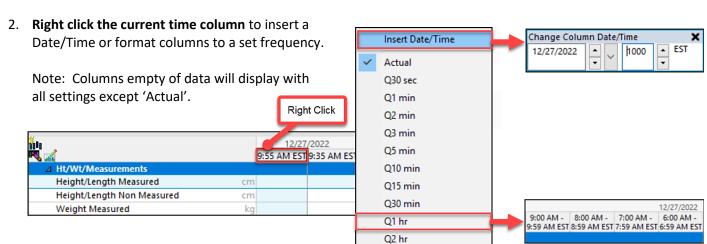
Create a Time Column

All staff must document results at the time they were performed. A time column can be created by two methods:

1. Click the Insert

Date/Time icon
in the upper left
corner of the view
pane and enter
the correct time.

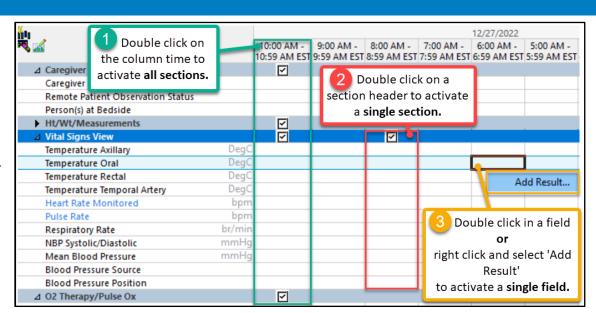




Activating fields

Fields in IView must be activated to add results and can be activated three different ways.

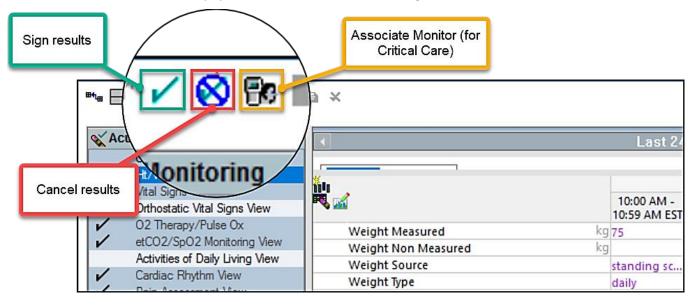
NOTE: Use Tab, Enter, arrow keys, or Shift Tab to move down the activated section after making selections in each field.





Toolbar Options

After results are entered, they can be signed or canceled. In critical care settings monitors may be associated to IView. When these fields are activated, results populate for an RN to review and sign.

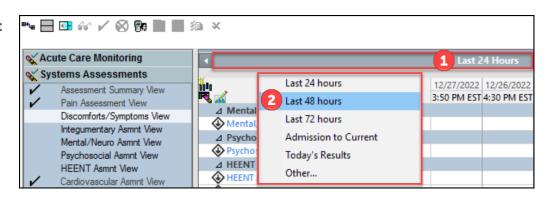


Adjusting Timeframe

The view pane displays the Last 24 hours by default.

To extend the timeframe:

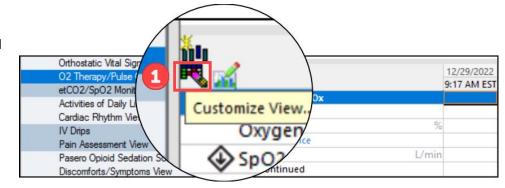
- 1. **Right click** on the grey criteria bar.
- 2. Select the desired timeframe.



Adding Custom Fields

If a section does not display a needed field by default, the section may be customized.

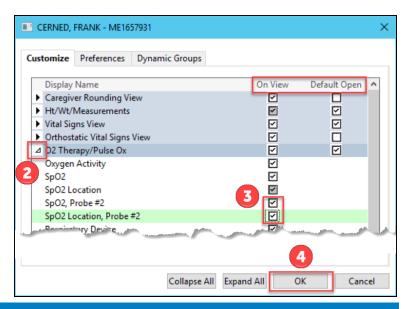
1. Select the Customize View icon .





- 2. Click the black arrow to the left of a section to expand the list of available fields.
- 3. Check the boxes to the right of the desired field to display 'On View' or 'Default Open' when IView is opened.
- 4. Click OK to save changes.

Note: Customizations apply only to the specific patient, not the users profile.



Dynamic Groups

When documenting information about a skin variance, wound, or device (such as a line, tube, or drain) a dynamic group must be created.

Midline IV(s)

Central IV(s)

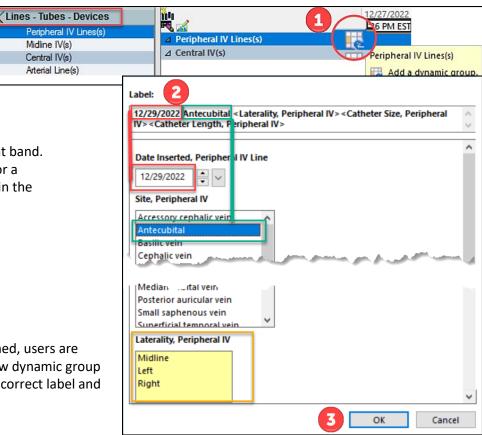
Arterial Line(s)

1. Select the dynamic group Icon in the desired band of IView.

> Note: Dynamic groups for devices and wounds specific to a system will be found in the Systems Assessment band. For example, a dynamic group for a urinary catheter will be created in the Genitourinary assessment view.

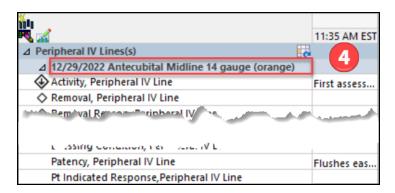
- 2. Create a label by completing all mandatory fields and any necessary descriptors.
- 3. Click OK.

Note: Once a label has been signed, users are unable to modify the label. A new dynamic group will need to be created with the correct label and the previous one inactivated.





4. All documentation for the device, wound or variance will be completed in the labeled dynamic group until it is removed or resolved.



When the dynamic group is no longer needed:

- 5. Right click on the label.
- 6. Select Inactivate.

The fields will be dithered after being inactivated, preventing charting on a discontinued device/ resolved wound.

