

## Vision Data Guideline

The Vision patient record is organised as a series of tabs, making it easy to click between areas of the patient record. There is also a side panel to the top left of the patient record that enables you to easily filter aspects of the patient record.

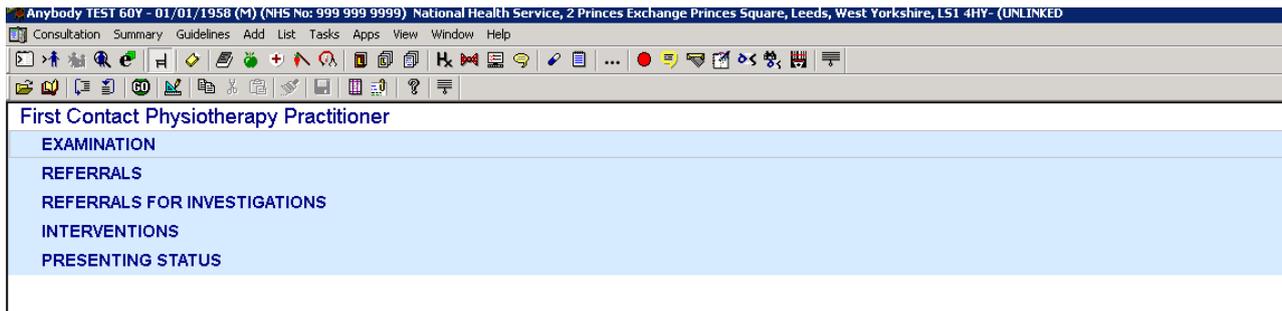


To access the FCPP guideline, click on the guidelines tab and then double click on the line that says First Contact Physiotherapy Practitioner.



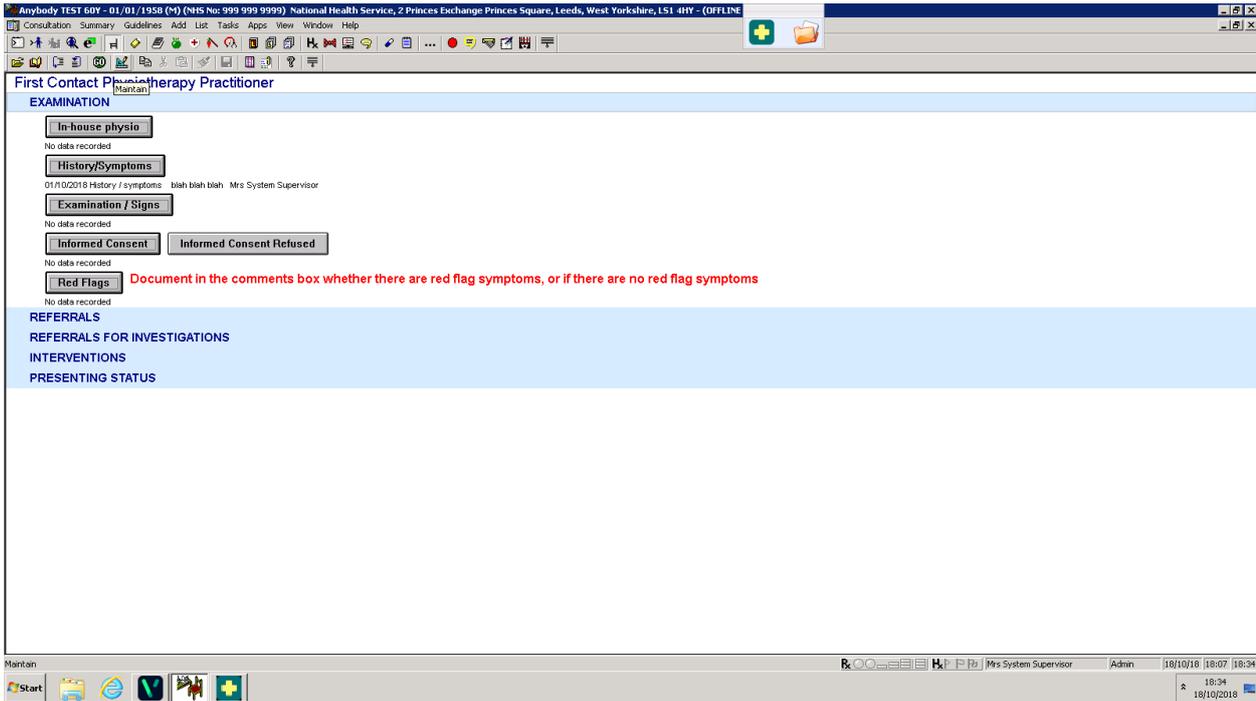
The template is divided into the same sections as the EMIS and System One templates:

1. Examination
2. Referrals
3. Referrals for investigations
4. Interventions
5. Presenting status

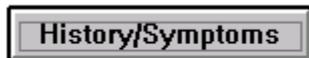


The main difference is that data is added using “buttons” rather than being presented in a table format.

Click on the header for each section to expand the section



Previous entries for the same Read code over the last year are listed below each button:



01/10/2018 History / symptoms blah blah blah Mrs System Supervisor

Important instructions are written on the guideline in red and must be adhered to:



Document in the comments box whether there are red flag symptoms, or if there are no red flag symptoms

No data recorded

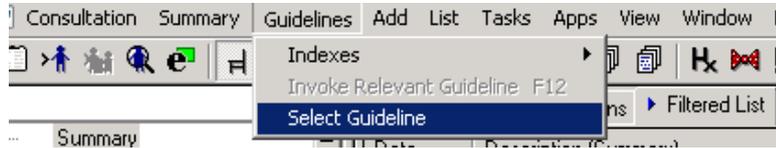
To add data click on a button. Type freetext comments in the Comment box and click on OK to save the entry



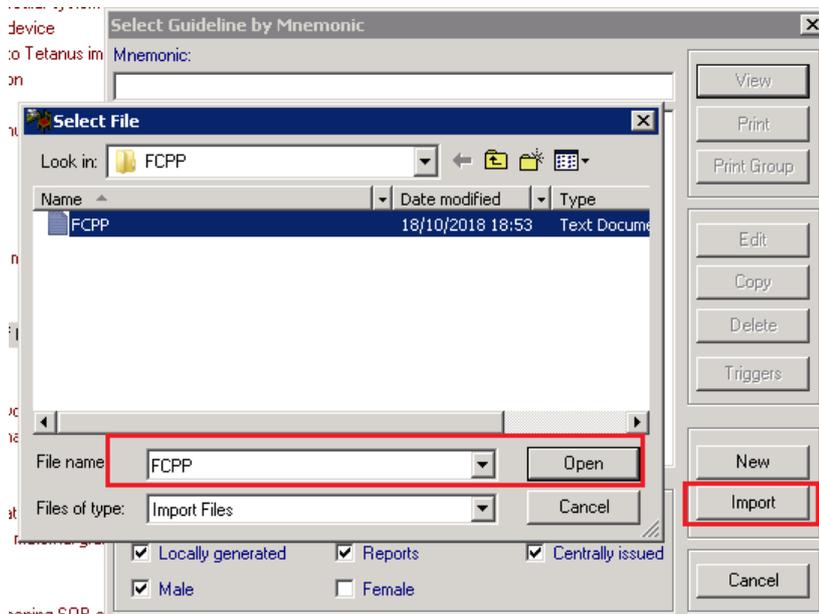
**To import the Vision template:**

In AEROS, save the FCPP folder to O:\DOWNLOAD\guidelines

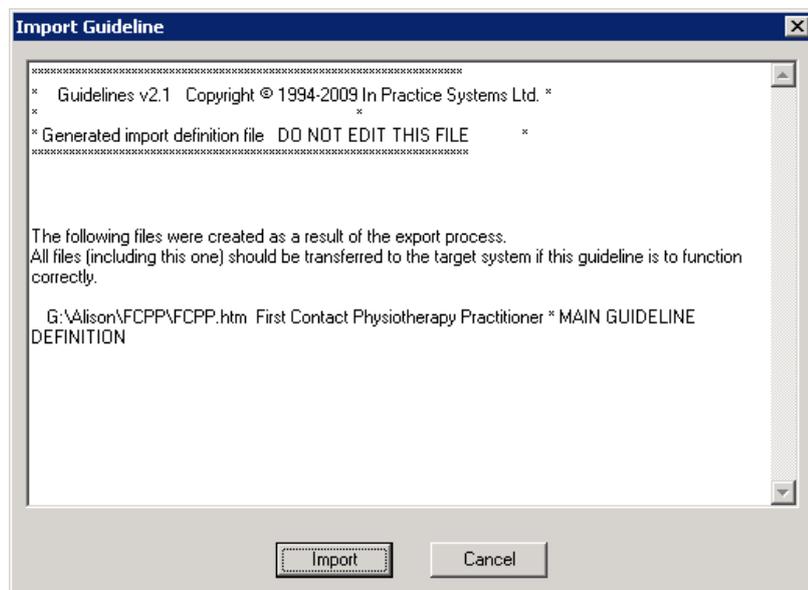
In the patient record, from the menu bar, click on Guidelines – Select Guideline



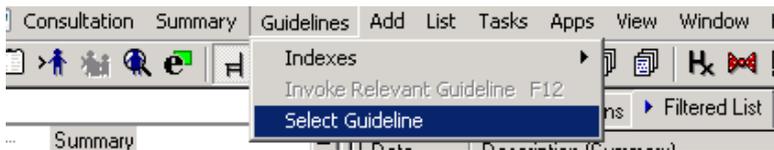
Click on the Import button, browse to the correct folder (O:\DOWNLOAD\guidelines\FCPP) click on the FCPP text document and click Open



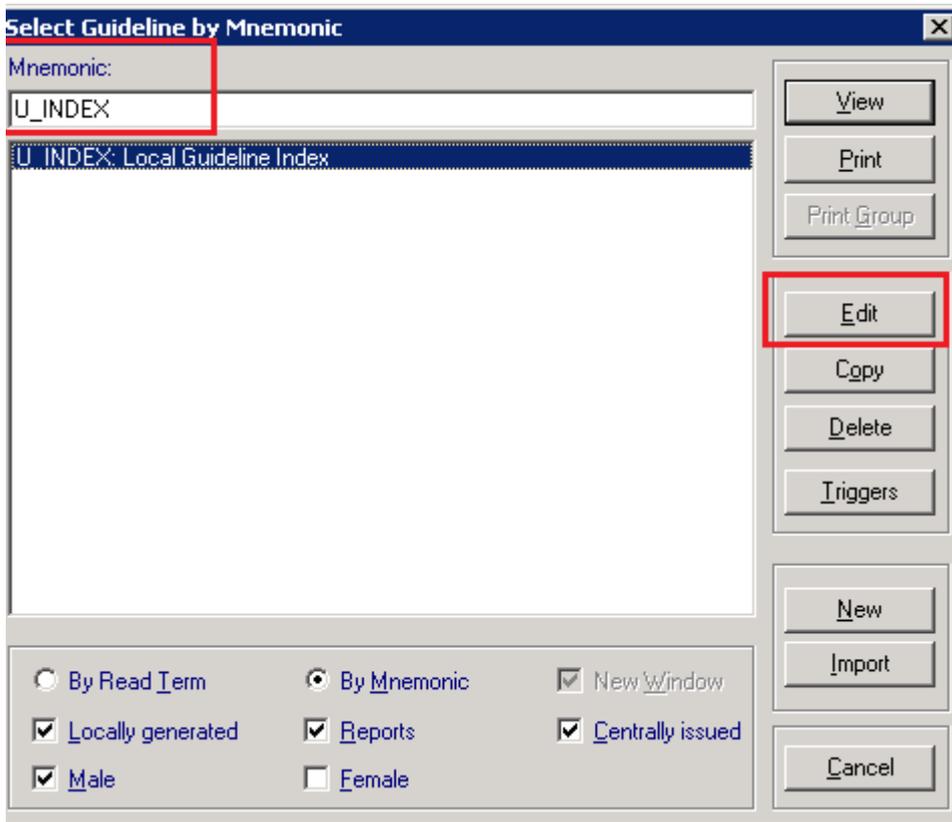
Click on import. The guideline now opens.



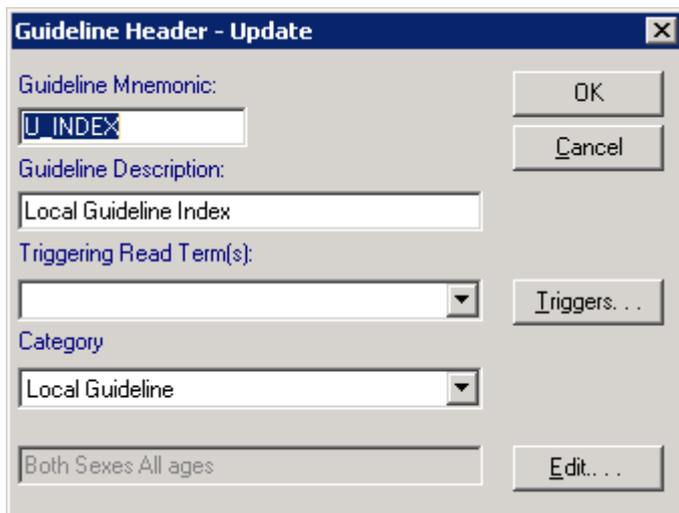
You now need to add the guideline to the guideline index. In the patient record from the menu bar, click on guideline – select guideline



Type U\_INDEX into the Mnemonic box and press enter/return. Click on Edit.



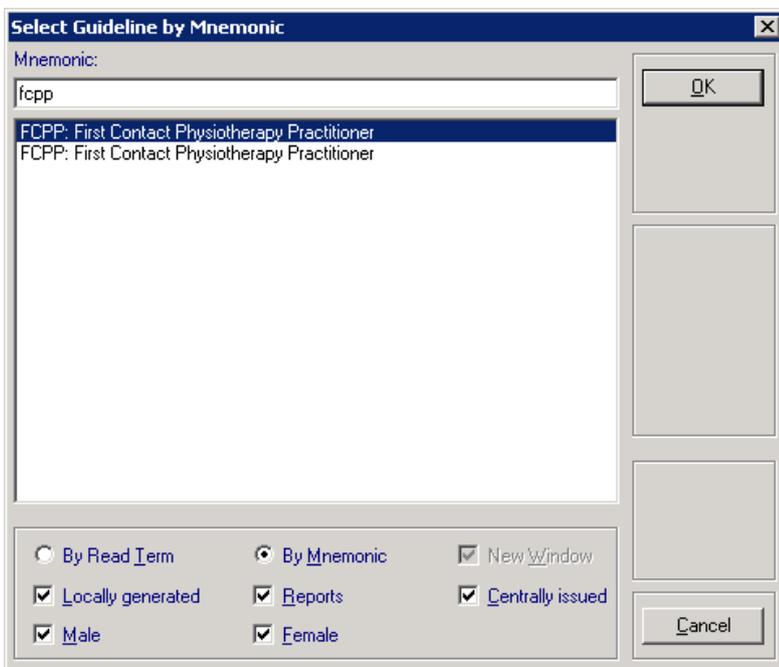
Click on OK



The practice main guideline index now shows. Pick the line below which you want to embed the guideline and click on the Filofax icon



Type FCPP into the Mnemonic box and press return/enter. Click on OK.



The guideline is now embedded.



Click on the set-square icon on the menu bar to close the editing process.

