

The Leeds **Teaching Hospitals NHS Trust**

eDAN Printing

STEP BY STEP GUIDE



How to Print eDAN v2: A step by step guide

In response to feedback from users, it is now possible to print eDAN v2 from within the eDAN dashboard. A new 'Print eDAN' tab will appear upon submitting the 'Ward check and complete eDAN' task.

		Ward check and complete eDAN
ppm+	Advanced Search	Before completing the eDAN Please review the discharge planning, medication and allergies.
Home Ward X eDAN X		By clicking the Submit button you are confirming that you are the named user and that you are responsible for the information being
Actions 3	BOBBYWOBBIN, Rickyticky (Mr)	correct to the best of your knowledge.
Add Clinical Document	Address	The eDAN will be sent electronically to the GP upon submission.
Add Clinical Note eMeds	This pathway has ended. <u>Click Here</u> to re-open	Before discharging the patient please print a copy of the eDAN for the patient
Current Ward(s)	Summary Timeline Print eDAN	
TEST EPR ZZZ >		Discard
	Tasks	
	Status Due / Overdue	
	No Records were found	
External Systems	Allergies - From Medchart/eMeds	0
BMJ Best Practice	Allergies unknown. This patient has not been assessed for allergies	
Leeds Health Pathways		
More >	Medications on/at discharge	•
		*

Please note that re-opening the pathway will create an additional version of the eDAN and should only be used when an update to the completed eDAN is necessary.

Once the eDAN has been completed, it is also possible to print the eDAN from the Single Patient View. See below for guidance. If you can't see the completed eDAN pdf to print, click on Refresh.

Actions ()		EDITESTPATIENT, Thirtee	n		Born 14-May-1970 (51y)	Gender Male	NHS No. 🔘 99	9 999 958
Single Patient View Add Clinical Document	I	Address Leeds General Infir	rm,Great George Street,	Leeds,,,LS1 3EX			Pas N	49999
Add Clinical Note		▲ This pathway has end	ed. <u>Click Here</u> to re-ope	en				Ļ
Current Ward(s) TEST EPR ZZZ1		Summary	Timeline				ខ្លា	Refresh

Home Ward × EDITES	STPATIENT, Thir	teen × eDAN	×								
EDITESTPATIENT, Thirtee	n				Current Location	TEST EPR ZZZ1 ≓	Born 14-May-1970 (51)	() Gender Male	NHS No.	O 999 9	999 9581
Address Leeds General Infin	rm, Great Geo	Phone		GP		PAS No. 4999916		4 Allergies: see C	GP tab or el	Meds	۲
Hospital/ICR							ŀ	leight And Weight	Observa	tions R	Results
Actions	Filter Events.		Show Booked and Delivere	External Docu	ment Details						
View Patient Details	Summany	a 🛻 🚽	Add -	A Expand							
View Audit Log	Junnary		Add	C Expand							
Clinical Record Types	2022			:= 1	of 2 O			_	+	5	- 562
EDITESTPATIENT, Thirteen	13-May-2022 P	athway eDAN	I - 10-May-2022 - LeedsTH		012 4				1		~~~
All	13-May-2022 F	ile Link eDAN	I - TEST EPR ZZZ1 (Chapel							_	
Alerts (17)	12-May-2022 S	ummary Blood	Gas Results		Discharge Advice	Note	The Leeds 1	Feaching Hospitals	NHS		
Allergies	12-May-2022 O	utpatient M Barre	tt's Oesophagus Outcome: M				The Leeds	NHS Trust			
eMeds Allergies 🖉	10-May-2022 A	dmission Webs	ter A,		EDITESTPATIENT, Thirt	Born 14-I	May-1970 (51y)Gender Male	NHS Number 999	999 9581		
Audits/Tracking	10-May-2022 V	ard Stay TEST	EPR ZZZ1(Chapel Allerton		Address Leeds General Infirm	n. Great George Street. Le	eds LS1 3EX	PAS No.	4999916		
Clinical Documents (92+)	10-May-2022 M	edication R Conne	ect with Pharmacy Discharge			.,					
Dictation (EPRO)	10-May-2022 F	ile Link eDAN	- TEST EPR ZZZ		Admission Details						
WINDIP Scanned Notes	10-May-2022 M	edication R Conne	ect with Pharmacy Admissio		Admission Date	Specialty	Cons	ultant patient was ad	Imitted		
	05 4 0000	011-1-	-1 81-4		10-May-2022 12:00	Accident and	Emergency under	r			

For further information please contact:

Ieedsth-tr.ImplementationTeam@nhs.net or

(0113 206 0599

Click on the pdf version with the "File Link" title and it will open in the right-hand pane as a printable document. To print this either right click anywhere within the pdf viewer or use the ellipsis (three dots) at the top of the pane.

Please note: clicking the "Pathway" eDAN above the "File link" will take you back to the eDAN dashboard. Here you will have an option to reopen the eDAN, this should not be used for printing.

Home Ward × EDITEST	PATIENT, Thirteen 🗴 🧃	edan ×						
EDITESTPATIENT, Thirteen				Current Location	EST EPR ZZZ1 ≓	Born 14-May-1970	(51y) Gender Male	NHS No. O 999 999 9581
Address Leeds General Infirm	n, Great Geo Phone		GP		PAS No. 4999916		1 Allergies: see	GP tab or eMeds
Hospital/ICR					1		Height And Weight	Observations Results
Actions ()	Filter Events	Show Booked and Delivere	- External Document	Details				
View Patient Details								
View Audit Log	Summary C	Add -	@ Expand					
Clinical Record Types	2022		· · · · ·					· · · · · ·
EDITESTPATIENT, Thirteen	13-May-2022 Pathway	eDAN - 10-May-2022 - LeedsTH	· 1 of	2 Q			_	+ … 255
All	13-May-2022 File Link	eDAN - TEST EPR ZZZ1 (Chapel				T	Add text	
Alerts (17)	12-May-2022 Summary	Blood Gas Results	Disc	charge Advice I	Note	1 -		
Allergies	12-May-2022 Outpatient M	Barrett's Oesophagus Outcome: M					Save as	Ctrl+S
eMeds Allergies 🛛 🖉	10-May-2022 Admission	Webster A,	EDITI	ESTPATIENT, Thirtee	en Born 14-Ma	y-1970 (51y)	Print	Ctrl+P
Audits/Tracking	10-May-2022 Ward Stay	TEST EPR ZZZ1(Chapel Allerton	Addres	ss Leeds General Infirm,	Great George Street, Leed	s, ,, LS1 3EX		
Clinical Documents (92+)	10-May-2022 Medication R	Connect with Pharmacy Discharge				0	Rotate clockwise	Ctrl+]
Dictation (EPRO)	10-May-2022 File Link	eDAN - TEST EPR ZZZ	Adm	nission Details		0	Rotate counterclockwis	o Ctrl+[
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External Systems	25-Apr-2022 Summary	Clinical Notes	10-M	ay-2022 12:00	Accident and E	mergency	Inspect	
BMJ Best Practice	25-Apr-2022 Clinical Note	PEARSON: Continence	Site		Ward			
	22-Apr-2022 Mental Capa	4AT Assessment Test For Delirium	Chap	el Allerton Hospital	TEST EPR ZZZ	21		
Leeds Health Pathways	13-Apr-2022 Summary	Height and Weight						
More *	24-Mar-2022 Ward Stay	TEST EPR ZZZ(St James's Univer	Disc	harge Details				
	17-Mar-2022 Summary	Observations	Date	eDAN completed				*
	11 Mar 2022 Admission	Discharged 10/05/2022 Webster A	¥ 40 M	0000 44.00				

Please do not give the patient a Draft version of the eDAN from within the Dashboard.

Summary	Timeline	Dra's DAN	Dispensing List
Tasks			
Status			

For further information please contact:

Ieedsth-tr.ImplementationTeam@nhs.net or

0113 206 0599

Useful contacts

Implementation Team

Please contact the **Implementation Team** for Digital support & training on PPM+ functionalities.

Ext: 60599

Ieedsth-tr.ImplementationTeam@nhs.net

Informatics Service Desk

Please contact the **Informatics Service Desk** to:

- Reset your password.
- Report a problem you are having within PPM+ functionality.
- Report a data quality problem within PPM+.
- Request new user accounts for PPM+.
- Disable PPM+ accounts for any leavers from your department.

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If you would like to make a **Request For Work to PPM+**, <u>**Click Here</u></u> to be taken to the required page on the Trust's intranet</u>**

Please contact the **IT Training Department** at **ITTraining.LTHT@nhs.net** if you require **further training on PPM+** or any other Clinical System.



PPM+ Help Site: https://www.ppmsupport.leedsth.nhs.uk/

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Ieedsth-tr.ImplementationTeam@nhs.net or

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