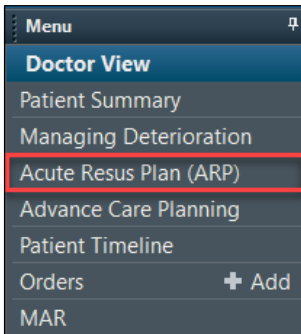


# Modifying an eARP / PARP

The purpose of this QRG is to demonstrate how to modify an ARP/PARP in ieMR.

## Modifying an ARP/PRP

1. Launch ieMR and use the *Menu* to navigate to the *Acute Resus Plan (ARP)* tab.




2. Locate the *Active* ARP/PARP you would like to amend and select Modify. A new form will be displayed and will supersede the previous ARP/PARP.

A screenshot of the 'Acute Resuscitation Plan/Paediatric ARP' table in the ieMR system. The table has a header row with columns for 'Active ARP/PARP', 'Status', and 'Expiry'. Below the header, there is a row for an 'Acute Resuscitation Plan' with a date of '29/07/2020' and a name of 'Nicoll, Skye'. The 'Status' column for this row contains the word 'Active', and the 'Expiry' column contains a 'Modify' button. Both the 'Active' text and the 'Modify' button are highlighted with red rectangular boxes.




**NOTE:** ARP/PARP forms should **only** be modified from the *Acute Resus Plan (ARP)* MPage and not within the Forms tab. This is because the *Acute Resus Plan (ARP)* will only allow Active forms to be modified and will therefore prevent errors in documentation from occurring.

3. When completing the ARP/PARP form, most fields will auto populate from the previous ARP/PARP form. Auto populated fields can be identified as there will be a  next to the field. Please review these fields carefully.

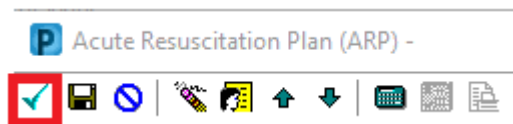
A screenshot of a form section titled '2. Capacity Assessment'. It contains two radio button options: 'I believe that the patient HAS CAPACITY\* to consent to and/or refuse medical treatment' (which is selected) and 'I believe that the patient DOES NOT HAVE CAPACITY to consent to and/or refuse medical treatment'. A red box highlights a copy icon (two overlapping documents) located to the right of the selected radio button.



**Note:** If you wish to clear the page, click the . This will only clear the page of the form that you are currently on. It will **not** clear the entire ARP/PARP form.

# Modifying an eARP / PARP

4. Make the modifications required to the ARP/PARP. The questions in the *Clinician Authorisation* section (ARP - Section 6 and PARP – Section 5) do not auto-populate and will need to be completed.
5. Once all clinically appropriate and mandatory fields have been completed, click the green tick in the top left corner to sign and complete the form.

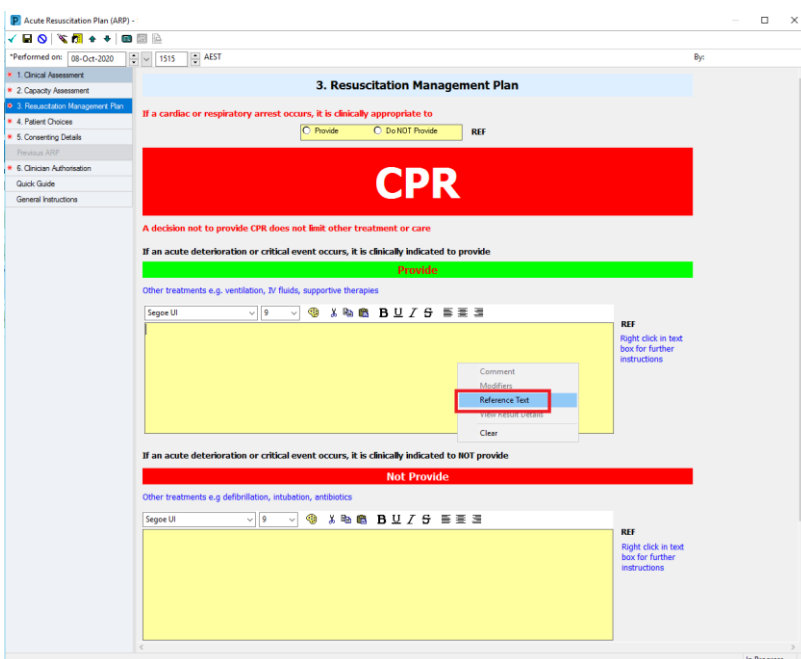


6. Click the refresh button in the top right corner to update the page.

## Utilising the Reference Text

The built in *Reference Text* can be used to assist clinicians to navigate through the ARP/PARP form and provide clinical guidance. This tool should only be used as a guide and **not** to replace clinical judgement or discretion.

1. From the ARP/PARP form, right-click in the appropriate field and select *Reference Text*. A decision support window will appear and display the reference text.

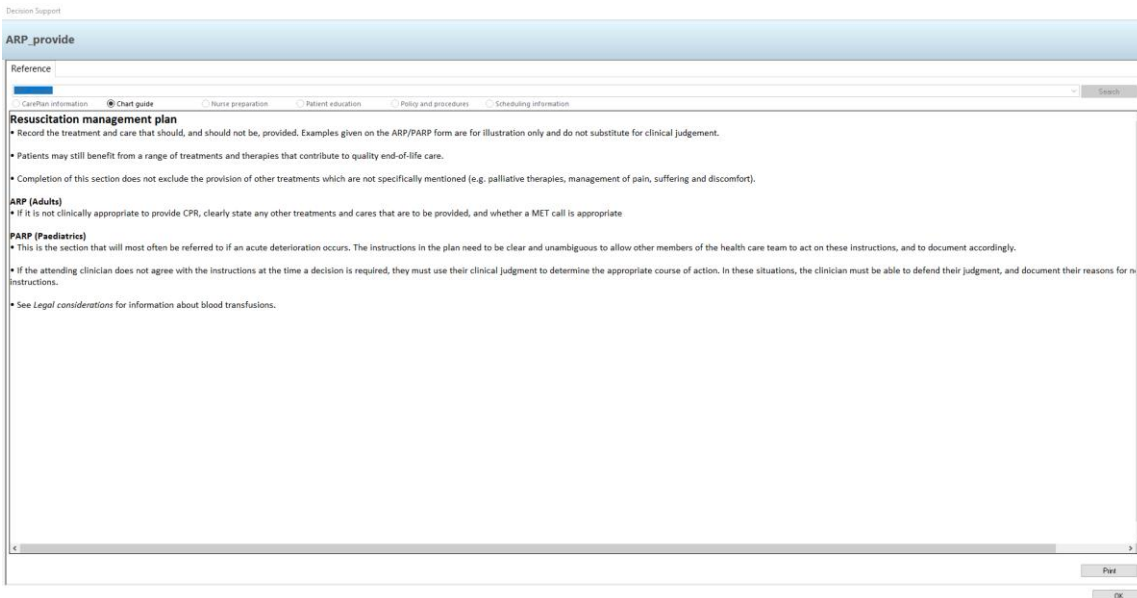


# Modifying an eARP / PARP



**NOTE:** Each segment will provide a **different** reference text relevant to that segment.

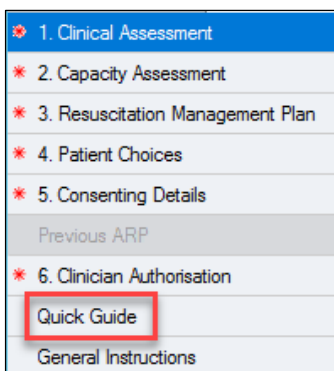
- Click **OK** in the bottom right corner of the decision support screen to close the **Reference Text** and return to the ARP/PARP Form.



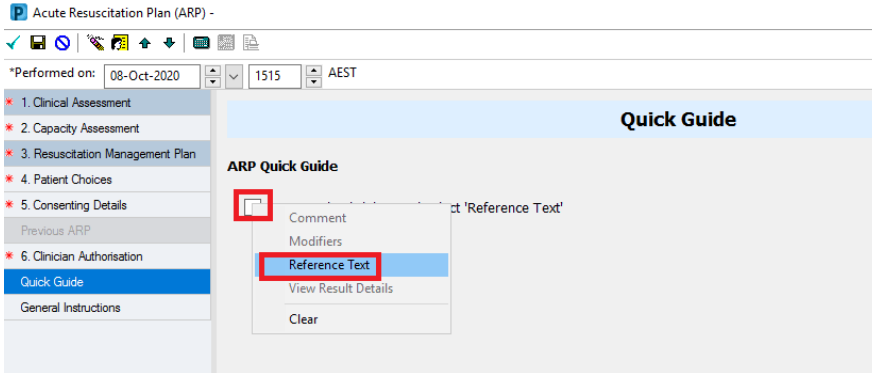
## Utilising the Quick Guide

The **Quick Guide** can be used to assist clinicians to navigate through the ARP/PARP form and provide clinical guidance. This tool should only be used as a guide and not to replace clinical judgement or discretion.

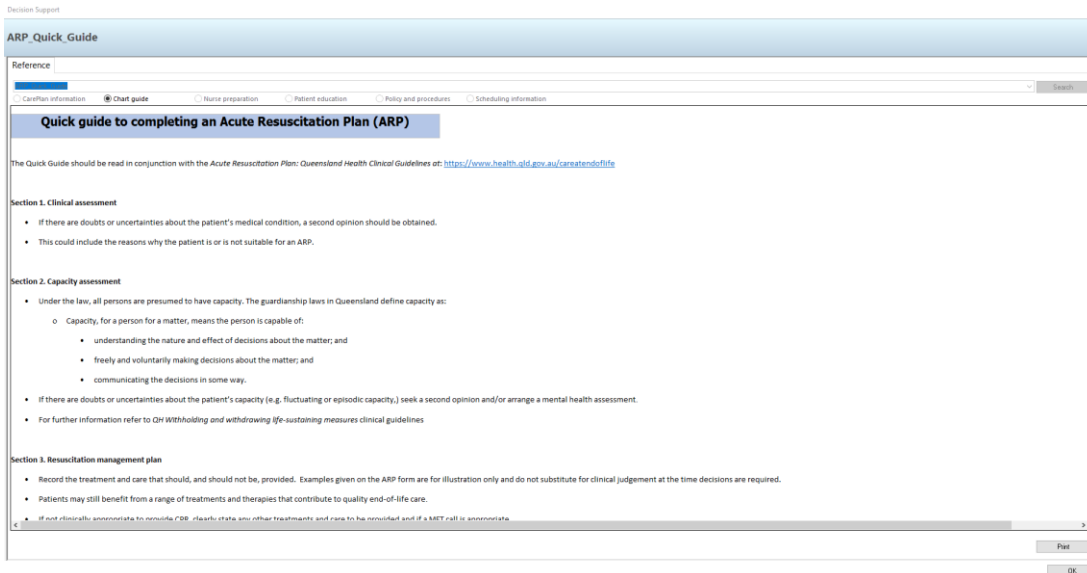
- Within the ARP/PARP form, click **Quick Guide** from the **mini menu**.



- As per the instructions, right-click in the click box and select **Reference Text**.



3. A decision support window will open and display the *Quick Guide*.



4. Click *OK* to close the *Quick Guide* and return to the ARP/PARP form.