



Guide for Users of RIVIAM's Digital Immunisations Service

How to: Navigate Child Records

24th August 2021

v0.1

1 Introduction

This guide explains how to Navigate Child Immunisation Records within the RIVIAM Digital Care platform. It introduces the main areas that can be used to identify child records – either using the immunisations dashboard and selecting the school, or alternatively, using the referrals or patient dashboard.

For the best experience using the RIVIAM Digital Care platform, please use the latest versions of Chrome, Edge, Safari or Firefox.

2 Using the Immunisations Dashboard

The immunisations dashboard provides a summary of all open immunisation programmes and provides a way to navigate to new functionality of schools and clinic schedules.

The dashboard shows, for each programme, the total number of consents received and a small graph of activity over the last 100 days. This is grouped by the type of immunisation programme (e.g. Flu, HPV, DTP or Covid) and year (e.g. 2020, 2021).

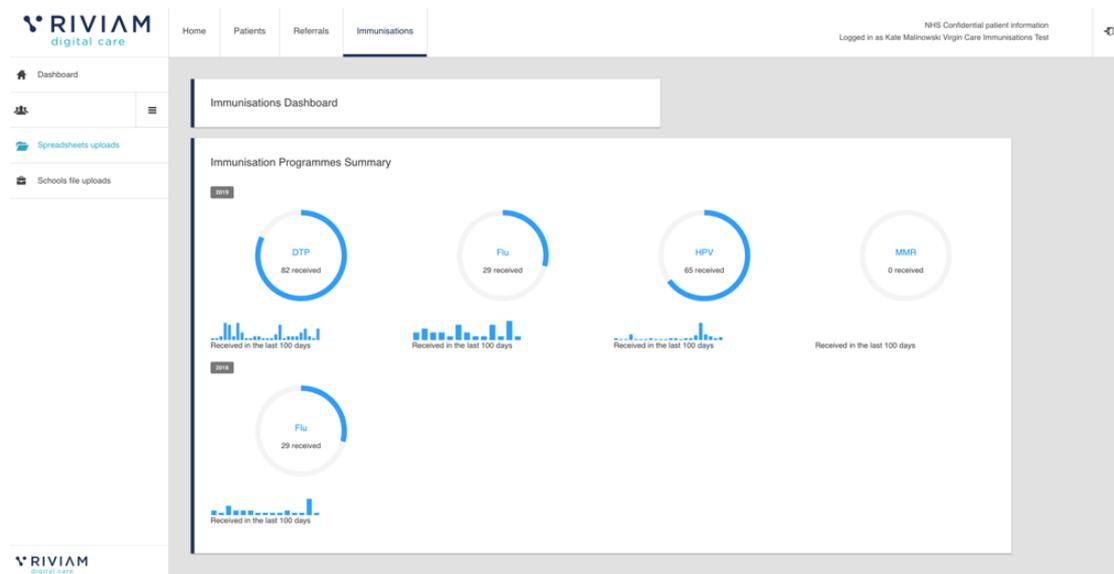


Figure 1 - RIVIAM Immunisations Dashboard

2.1 Immunisations school list

From the immunisations dashboard, the user is able to drill down into more detail. If they click on a specific programme they can see a list of schools that are included within the immunisation programme and the number of digital responses by school.

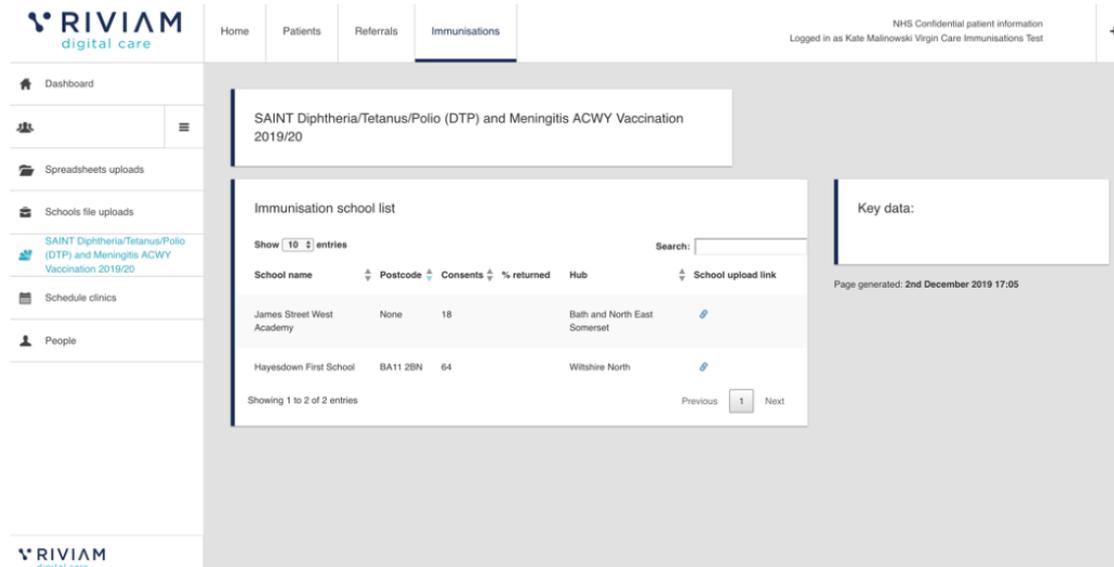


Figure 2 - RIVIAM Immunisations School List

When a user is working in the school list view, they can click a link to complete an eConsent form on behalf of a parent. RIVIAM will know that this has been completed by the user because the form has been triggered from within the system.

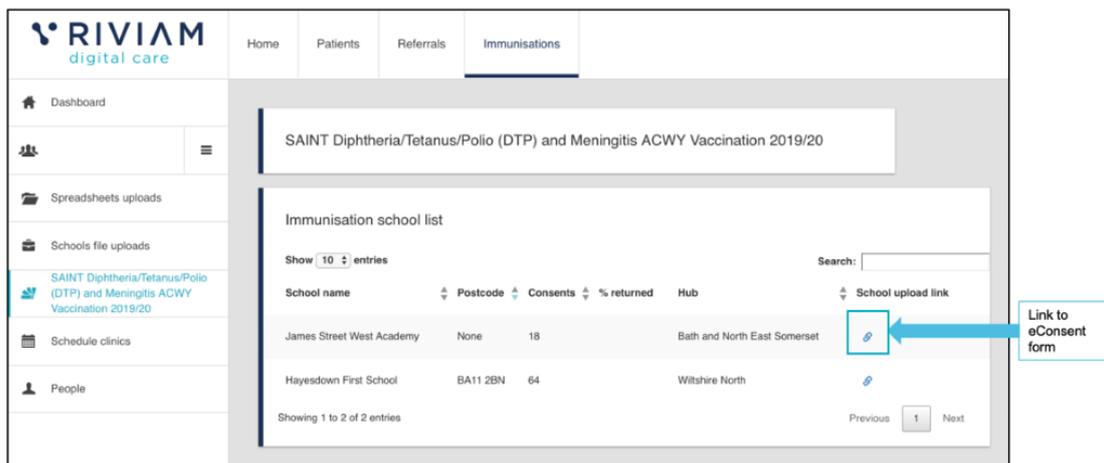


Figure 3 - RIVIAM eConsent Form Link

2.2 Individual school view

When the user clicks on a school name, they will see a list of digital consents received for that school. In the school view, a user can search by child, school or hub and sort the list of consents by surname, first name or current step

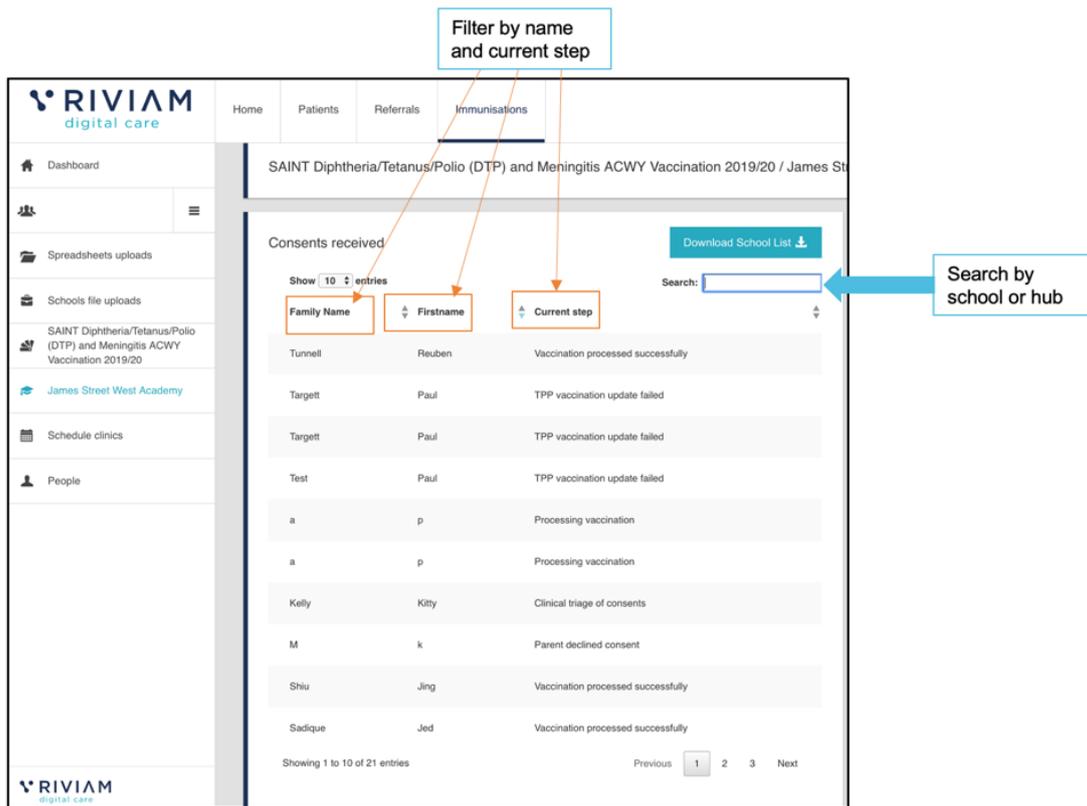


Figure 4 - RIVIAM Individual School View

If they click on an individual child record they will then see the record for that patient.

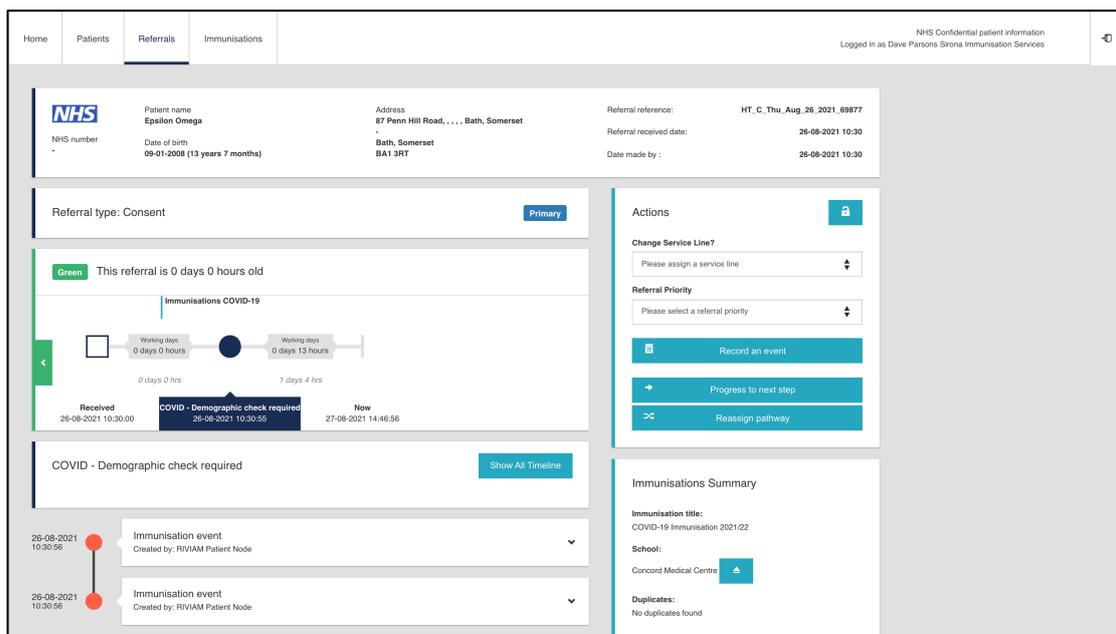


Figure 5 - RIVIAM Individual referral record

3 Using the Referral dashboard

Individual children can be found with the Referral dashboard using the reference number the parent would have received after completing their eConsent form.

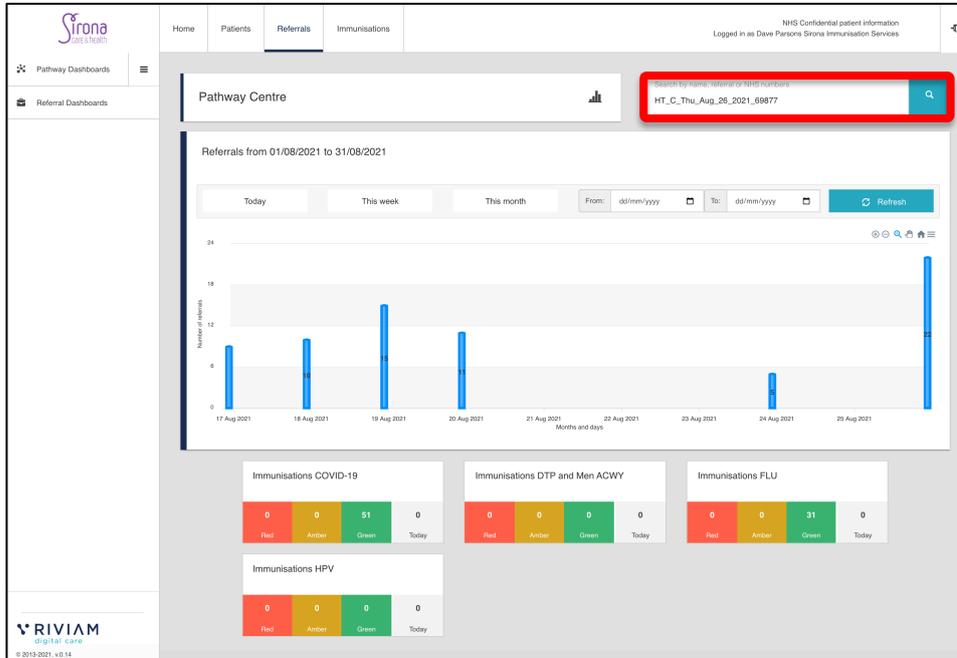


Figure 6 - RIVIAM Referrals dashboard

Once the reference number has been entered, the referral record for that patient will show up as below.

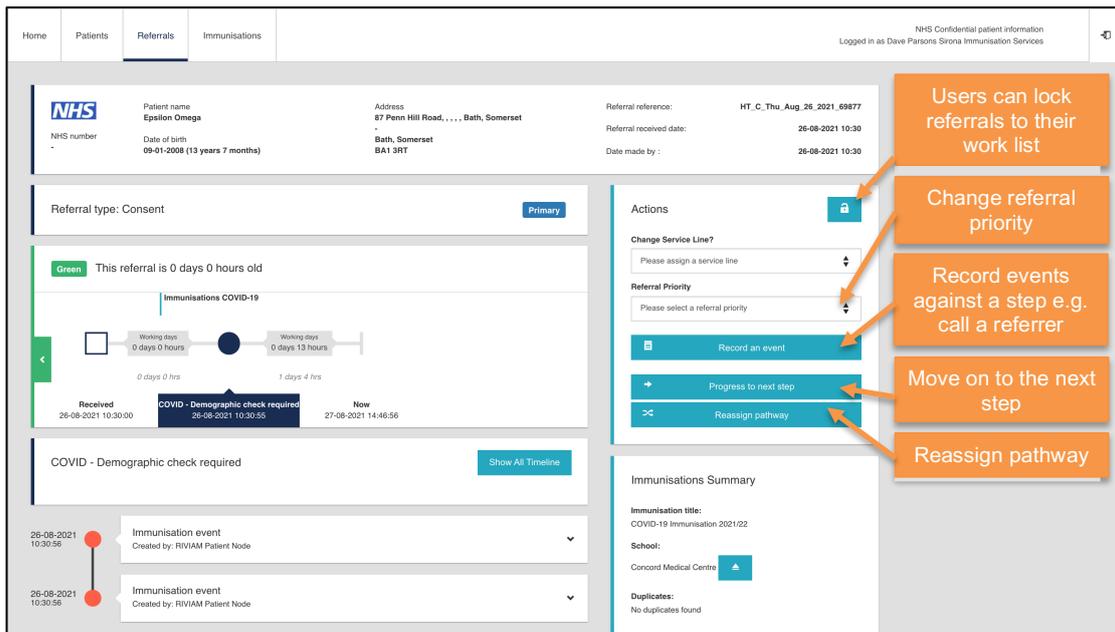


Figure 7 - RIVIAM Individual referral record

On this page you can see the consent step for that child in the timeline e.g. 'Demographic check required'.

There are a number of actions the user can undertake here including: exploring referral information (from the eConsent form), locking the referral, changing priority, recording an event, moving to the next step or re-assigning the pathway.

4 Using the Patients dashboard

Individual children can be found with the Patients dashboard using name and NHS number.

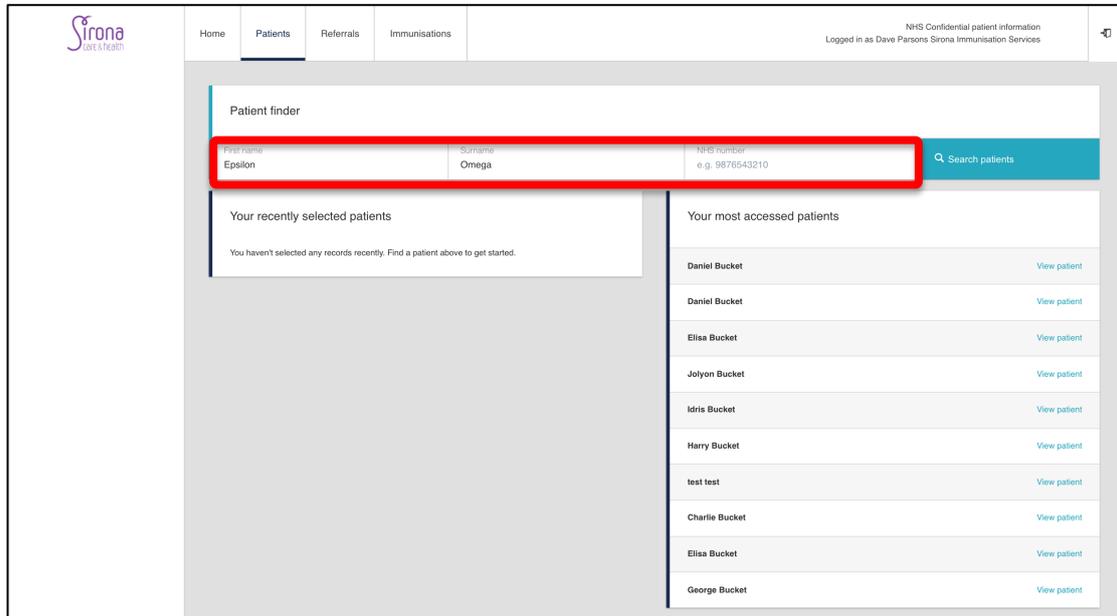


Figure 8 - RIVIAM Patients dashboard

Once the relevant data has been entered, the search will return all relevant records

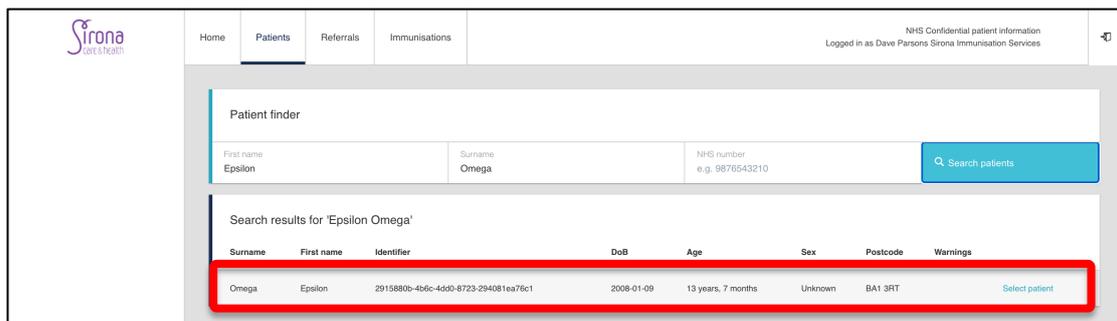


Figure 9 - RIVIAM Patients search results

Clicking on the relevant record brings up the referral record for that child.

The screenshot displays the RIVIAM Individual referral record interface. At the top, there are navigation tabs for Home, Patients, Referrals, and Immunisations. The user is logged in as Dave Parsons from Strona Immunisation Services. The patient information includes NHS number, name (Epsilon Omega), date of birth (09-01-2008), and address (87 Penn Hill Road, Bath, Somerset). The referral reference is HT_C_Thu_Aug_26_2021_69877, received on 26-08-2021 at 10:30. The referral type is 'Consent' with a 'Primary' button. A green status bar indicates 'This referral is 0 days 0 hours old'. A timeline shows 'Immunisations COVID-19' with a 'COVID - Demographic check required' step on 26-08-2021 at 10:30:55. The 'Actions' panel on the right includes a lock icon, a 'Change Service Line?' dropdown, a 'Referral Priority' dropdown, and buttons for 'Record an event', 'Progress to next step', and 'Reassign pathway'. The 'Immunisations Summary' shows the title 'COVID-19 Immunisation 2021.02', school 'Concord Medical Centre', and 'No duplicates found'. Five orange callout boxes on the right point to these features: 'Users can lock referrals to their work list' (lock icon), 'Change referral priority' (priority dropdown), 'Record events against a step e.g. call a referrer' (Record an event button), 'Move on to the next step' (Progress to next step button), and 'Reassign pathway' (Reassign pathway button).

Figure 10 - RIVIAM Individual referral record

On this page you can see the consent step for that child in the timeline e.g. 'Demographic check required'.

There are a number of actions the user can undertake here including: exploring referral information (from the eConsent form), locking the referral, changing priority, recording an event, moving to the next step or re-assigning the pathway.

5 You've completed the *How To: Navigate Child Records* Guide

Congratulations, you have completed the how to guide on navigating child records on the RIVIAM Digital Care platform