eHospital (Issue 28)

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eHospital Times - keeping you up to date with what's going on   <u>View this email in your browser</u>

News and information about our largest ever investment in improving healthcare quality

21 August 2014

Practice, Practice, Practice...

...as you complete each of your eHospital training classes.

Our Epic 'playground' is now available
To enable you to practice what you've learnt in the classroom training a 'playground' has been created.

The playground allows us to play (or practice) in a safe environment where it doesn't matter if we make mistakes (as it doesn't contain real patient information and it will frequently be reset). The playground is available from any of the new eHospital (HP) computers. If the computer you normally use hasn't been changed yet remember you can use any of the new machines (even the workstations on wheels or wall mounted PCs). You'll also need the log in details given to you at training.

Hot topic

If in doubt, browse!

The visitor figures for the eHospital web site show that many of you are doing just that. In the 3 months since its launch the site has had 13,000 unique visitors viewing some 100,000 pages - so that's perhaps 100,000 questions averted.

If you have a question:

- where are Bridge Training Rooms?
- how do book training if I haven't got a staff number?
- how do I access the eLearnings?
- when can I get to the

playground'?

- how do I log on to my new PC?
- what will eHospital do for my patients?
- etc, etc.

Take a look at www.my-eHospital.org before you phone or email.

On your way to G3? - STOP

We had intended fitting out decant ward G3 as a training venue but with the level of activity in the hospital we need to keep this available as clinical space - hence the new Portakabin village that has grown on the car park in front of the Addenbrooke's Treatment Centre.

Our training venues now comprise various locations on site at Addenbrooke's and the Rosie plus Magog Court.

In the week before each of your training sessions you will receive a personal email confirming your class and giving joining instructions (location, time, what to bring to class etc). You can also check this information, and find maps showing where each training room is located, on the website under the 'Joining Instructions'

**Here's how to access the playground**

2,000 have attended training
We are now two weeks into our eHospital electronic patient record training, nearly two thousand staff have attended.
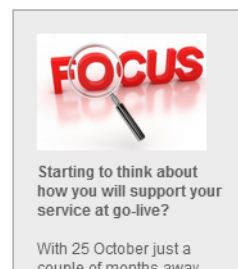

Whilst the configuration of our electronic patient record is the result of a comprehensive process involving many hundreds of hundreds of hospital staff (secondees in the eHospital team and subject matter experts in the hospitals), for some of you, your training will be the first time you've seen anything more in depth that a presentation of showcase. When you are in training we would ask you to consider how each aspect you learn about fits with your service and if any further changes to service configuration would be beneficial. Feedback forms are available in class so you can note these thoughts as they occur. In this way we'll be making the most of our largest ever investment in improving healthcare quality.

Thank you all for your enthusiasm and desire to take on these new skills.
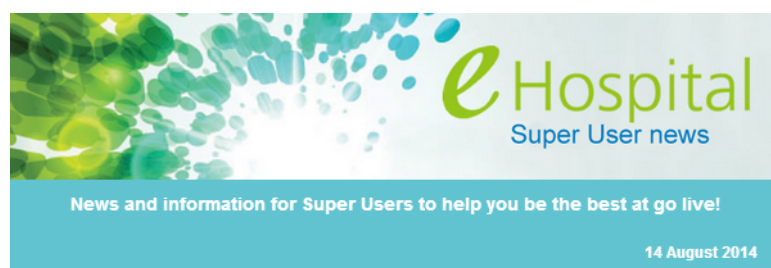
Super Users need to book their 'classroom assistant' training sessions now!
This is where they sit in on the training for a second time to increase their competence and confidence and get to see where their colleagues will particularly need support

see where their colleagues will particularly need support at go live.

Managers - please speak to your Super Users and ask if they have booked their secondary training.

Super Users - please book now (or ensure your manager has done so).

More information: www.my-ehospital.org/support/information-super-users or see Super User News emailed to all Super Users 14 August (pictured above).
Booking: ring extension 4118

PLEASE ALSO NOTE THE PRE-LIVE SUPER USER AND MANAGERS BRIEFINGS (see side bar) AND PUT ONE IN YOUR CALENDAR NOW.
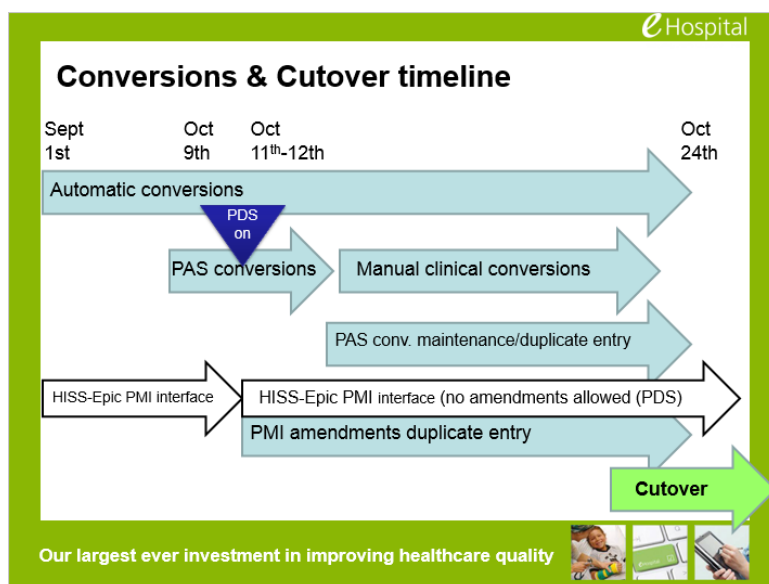
So how does our existing patient information get into eHospital?

First let's start talking the same language - some definitions

1. Conversions
The automatic and manual importing of historical patient information currently held in our existing systems, to be conducted in the weeks and days prior to go live.

2. Cutover
The manual input of data regarding patients who

Accessing the eLearnings
You can access the eLearnings you require prior to your classroom training from either an old Trust computer or from one of the new eHospital PCs. See web site for more information.

eLearnings show the standard Epic software without the CUH configuration. Also some of the processes that are described, particularly drug administration, differ from our practice. What you will see and be taught in class will be the software set up and the processes that we will be using here at CUH from 25 October and may differ from the eLearning.

eHospital Pin-ups

Pin-up No 9
Help support your colleagues who don't have easy/regular access to email or to eHospital Times by assigning a team member to print and pin-up the latest eHospital Pin-up on your area's staff noticeboards - there's a prize to be won! This latest Pin-up focuses

latest Pin up focuses on the important task of ensuring Super Users are 'Super' for go live.

And the winner of the Waitrose voucher is...

Charmaine Lee, Senior Sister, Hepatology Ward C4

Congratulations Charmaine and thank you to all you pin-up champions.

Please continue to support your colleagues by pinning up the pin-ups and let us know when and where you have pinned them to be in with a chance of winning the next **£50 Waitrose voucher**.

*K*ey *d*ates

26 August
Trust staff
EPR training starts

01 September
Departmental Dress
Rehearsals begin

10 September
eHospital presentation
at CUH Board Meeting
- public section

22 September
07:30 - 09:00 Pre-live
Super User and
Managers briefing
(option 1 - choose
one)

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will be inpatients at the time of go live. This will take place in the final days and hours immediately leading up to go live.

3. Personal demographics service
The Personal Demographics Services (PDS) is the national database that holds patient demographics data for the NHS and is the national authoritative source of patient demographics data (name, address, date of birth, NHS no., GP etc.) for the whole of the NHS. eHospital will see us connected to this national service for the first time.

Conversions
As shown in the diagram above, a number of activities will be undertaken as we approach 25 October to ensure that we get essential information from our existing systems to populate eHospital. Whilst some information will be imported into our Epic system, most will be held in a new database called LARDR (which stands for: linked accessible records and data repository) that we can access separately and from within Epic.

Over the weekend of 11-12 October we will be manually converting into Epic a significant amount of data from HISS and other administrative systems. We will be looking for administrative and clerical staff to help with this. Between the 13 and 24 October we will also be seeking help from admin and clerical and certain groups of clinical staff to complete the manual conversions. Your manager will approach you about this if we need your help.

Cutover
Starting on the Thursday before go live we'll be manually inputting essential patient data into Epic. Again we'll be looking for staff to assist in this process.

Paper clinical notes
Existing paper notes will be available for all outpatient follow up appointments and all inpatient encounters until November 2015. After this time, paper notes can be requested as required up until the expiration of the period specified in our data retention policy (which varies by condition/patient type).

10:30 - 11:30 Pre-live
Super User and
Managers
briefing (option 2 -
choose one)

29 September
Go live Readiness
Assessment (30 days
to go)

30 September
11:00 - 12:30 Pre-live
Super User and
Managers
briefing (option 3 -
choose one)

15:30 - 17:00 Pre-live
Super User and
Managers
briefing (option 4 -
choose one)

18:30 - 20:00 Pre-live
Super User and
Managers
briefing (option 5 -
choose one)

02 October
13:00 - 14:30 Pre-live
Super User and
Managers
briefing (option 6 -
choose one)

17:30 - 19:00 Pre-live
Super User and
Managers
briefing (option 7 -
choose one)

20:00 - 21:30 Pre-live
Super User and
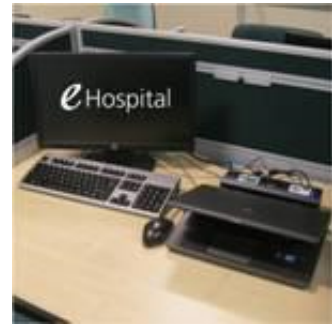Managers
briefing (option 8 -
choose one)

08 October
09:00 - 10:30 Pre-live
Super User and
Managers
briefing (option 9 -
choose one)

25 Oct
Electronic Patient
Record (EPR) go-live

1,000 more PCs installed...

Since the last edition of
eHospital Times over
1,000 new HP computers
have been installed.

There are now three and a half thousand new computers
in place in our clinical areas and counting...

Installations in July have followed the general direction of
the plans published on the my-eHospital.org website but
there have been many areas where we have had to
divert due to the difficulties that were experienced. Going
forward the schedule of activity won't be quite so clear-
cut in terms of area by area, but please be assured that
prior warning and arrangements in advance will be
discussed and agreed with areas as promised in the
'contract of care'.

Clean bill of health
We now have the completed report from the Consultant
Ergonomist who has reviewed our new PC equipment.

- Request a copy of the report
- View the CUH Display screen equipment policy (on
  Connect)

Shout-outs

Useful quick links for you:

EPR training...
book here

New computers...
how to use

Tidy up your data...

[it's time to act](#)

Migrate your profile
before you get your new computer
[here's how](#)

Any issues?
Call the [IT Service Desk](#)

Follow eHospital on Twitter
Keep up to date with latest news and information by following us [@my_eHospital](#)

And Finally: **a big thank you to Katie Webb** who has done a fantastic job working on eHospital stakeholder engagement over the past year (including co-editing eHospital Times) but is now away from the Trust until late December/January.

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eHospital engagement is led by [Keith Swinburne](#). Please make contact if you or your team would like to know more about the programme or have comments/concerns/suggestions.
Next issue (4 September)... if you have content for inclusion please send it to [Keith Swinburne](#).

Previous eHospital Times editions can be [found here](#)

@my_eHospital

My eHospital website