

Applications Training

Introduction:

CHIP is a clinical workstation developed by the BOPDHB Information Services department. It has been designed for both secondary, primary & community healthcare.

This introductory document focusses on Primary Care usage.

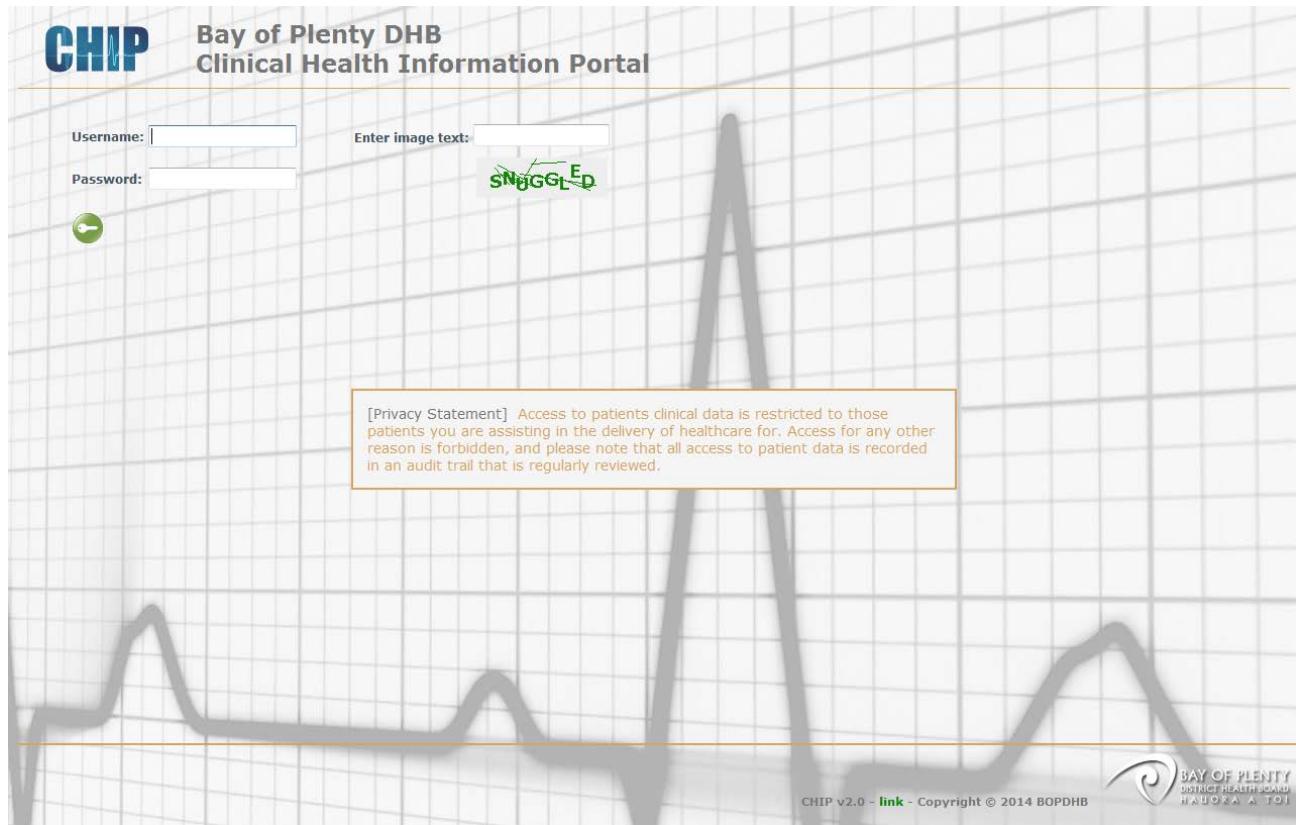
CHIP consolidates patient information from many BOPDHB clinical systems, and presents that information in a simple and user friendly manner via a single secure login. The systems it presents include: Medical Alerts, Patient Administration, Laboratory Results, Radiology Results, Discharge Summaries, Clinical Documents, Surgical Documents, Clinical Notes, Referrals & Patient Events.

CHIP can be accessed via

1. The CHIP link on Best Practice
2. The CHIP link on Patient Prompt
3. The CHIP tab on Bay Navigator

If you access CHIP from Best Practice or Patient Prompt you will be taken directly to the information on your patient.

If you access CHIP via this address: <https://link.bopdhb.govt.nz/chip> or via Bay Navigator you will be presented with the following login screen:



Note - You will need to use Microsoft Internet Explorer version 8 or above.



Logging in:

Your username begins with “**PR_**” e.g., “**PR_TAMSOLIV**”, and you will have been assigned a password to login. For increased security you also need to enter the word that is displayed in graphical form below the “Enter image text” field. This random word will change every time you access the login page. This additional level of security is called a “captcha”.

Once logged in, you will be presented with the patient search screen by default (see next page).

Changing your password:

Once you are successfully logged into CHIP, your password can be changed via the **Login Information** menu.

1. Go to the menu bar on the left hand side and click on **Login Information** (at the bottom of the screen). This will open the **Login Information** menu and collapse the existing **Standard** menu
2. Click on the blue key icon to access the **Change Password** screen.

The screenshot shows the CHIP Clinical Health Information Portal. At the top, there's a navigation bar with links for 'Patient View +', 'Links', 'Change Password' (which is highlighted in blue), 'Patient View', and 'Edclair'. On the far right of the top bar are a question mark icon and a padlock icon. The main content area has a title 'Change Password' with a key icon. Below it are three input fields: 'Current Password', 'New Password', and 'Confirm New Password'. To the right of these fields is a green checkmark icon. At the bottom of the form, a note states: 'Your new password should be at least eight characters in length and contain at least one number, one lowercase and one uppercase letter. In addition you cannot choose to reuse a password from your previous three.' On the left side of the page, there's a vertical sidebar with sections for 'Primary Login Status', 'Standard', 'Applications', and 'Login Information'. Under 'Login Information', there are icons for a person, a key, and a lock. A message says 'You are logged on as: username: tamsolv userid: 224'. Below that, it says 'Your Modules: chipview'. At the bottom of this sidebar, a red box contains the text 'Click the blue key icon to access the Change Password screen'. Further down the sidebar, under 'Your Teams:', there are three dots indicating more teams.

NOTE: *your password needs to be reasonably complex; please refer to the guidelines presented to you on screen when you change your password.*

Patient Search:

By NHI

When you first reach the Patient Search screen, the cursor will be flashing in the NHI field, waiting for you to type a patient’s NHI Number.

If you know it, type it in and press ENTER. The patients name and basic information will appear below.

To view the patient’s record you will need to click on the small icon of a doctor holding a magnifying glass, located to the left of the NHI.



Patient Search:

Surname: Enter the patients NHI here or use the name fields to search
 Forename:
 NHI: PRP1660 Filter Results:

NHI	Title	Forename	Surname	DOB	Age	Gender
PRP1660	MAST	COLD RINSE	POWER	1990/06/01	15	F

Click here to select the Patient and view their record

NOTE: *The NHI field is NOT case sensitive so you can type in upper or lower case, and get the same results.*

By name

Entering the patient's full Surname and Forename will always return the most specific results, however it is also possible to search by partial words if you are unsure of the spelling.

As shown in the example below, CHIP will match whatever you have typed into the Surname and Forename fields and return ALL patient records where these characters are found to be a match in the respective fields.

Patient Search:

Surname: pow
 Forename: col
 NHI: Filter Results:

Use full or partial words to search by Surname & Forename

NHI	Title	Forename	Surname	DOB	Age	Gender
FUU5705	MISS	NICOLA	ARCHIPOW	1983/01/30	32	F
PKN9722	MISS	NICOLA JANE	POW	1988/04/13	27	F
EHC5976	MR	COLIN BROWN	POWELL	1921/10/10	84	M
PBY1789	MR	COLIN RUSSELL	POWELL	1934/06/29	80	M
DPZ0255	MISS	HAYLEE NICOLE	POWELL	1976/08/13	38	F

Once you have selected your patient by clicking on the icon with the magnifying glass on the left, you will immediately be loaded through into the **Patient View** tab.

NOTE: *if your selected patient has not had any results entered into Éclair you will get an error saying that no records were found.*



Patient View Tab

This is where the patient's clinical information is presented.

National and Local Alerts are displayed at the top of the screen. If there is any Alert Documentation it will be found just below.

Patient View initially defaults to show a 12mth period only. Older records can be viewed by clicking 'No Date Limit'.

If the patient has an active 'Care Plan' in place, an alert pop-up will notify you of this, and the Care Plan Documentation will be displayed. Click the green tick to close the pop-up.

Basic Patient Information for the selected patient is shown at the bottom of the screen.

Current Patient: PRP1660 [MAST, POWER , COLD RINSE] [F, 1990/06/01 (15)] [deceased: 2005/12/31]

Underneath the Alerts & Care Plans, the other patient information available in the **Patient View** tab is displayed in six categories: **Clinical Documents**, **Discharge Summaries**, **Events**, **Referrals**, **Surgical Documents** & **Clinical Notes**.

Click the blue arrows to expand or collapse a section.

The small green triangle indicates that there is content available in the collapsed section.

Basic Patient Information for the selected patient is shown at the bottom of the screen.

Current Patient: PRP1660 [MAST, POWER , COLD RINSE] [F, 1990/06/01 (15)] [deceased: 2005/12/31]

Clicking the blue arrow at the side of the category title will expand or collapse the chosen section. The small green triangle icons indicate whether content exists within the section, if no green triangle, there are no entries, so you can save yourself a click.

The icons at the top left of the **Patient View** tab will allow you to:

- expand or collapse all sections at once.
- view Patient Demographics and GP Details
- close all open document previews
- view selected documents in composite reading view



save the selected patient to your Bookmarked Patients list

Clinical Documents

From the Patient View tab:

1. Click the blue arrow to expand the **Clinical Documents** section.
2. Click a document type heading (in grey) eg. Outpatient Clinic Letters, to expand the document list.
3. Click the green down arrow on the left to open the document.

CLINICAL DOCUMENTS: [outpatient clinic letters]

Filter documents: List by date (newest first) without any grouping Group by type of document

Click the header sections directly below to reveal the contained documents

View	Event Date	Upload Date	Service	Sub Specialty	Classification	Author
Outpatient Clinic Letters						
	17/03/2015	17/03/2015 14:27:03	Medical Service	Haematology	Outpatient Clinic Letters	Tie Stuart - 86
Clinic letter re visit in February						
	25/11/2014	25/11/2014 11:45:16	Medical Service	Oncology	Outpatient Clinic Letters	franz strydom
Outpatient Clinic Letters 25 Nov 2014						
	25/11/2014	25/11/2014 11:45:16	Medical Service	Oncology	Outpatient Clinic Letters	Franz Strydom
Outpatient Clinic Letters 25 Nov 2014						
	02/10/2014	02/10/2014 14:53:53	Cancer Care Coordination	Cancer Care Coordination	Outpatient Clinic Letters	Mary Robertson
Cancer Care Coordination						

Applications

Login Information

Current Patient: PRP1660 [MAST, POWER , COLD RINSE FINAL] [F, 1960/03/02 (45)] [deceased: 2005/12/31]

NOTE: *Each Clinical Document will open as either a PDF or a Word document, depending on how it was uploaded.*

Éclair Tab

To access results information for your chosen patient, click the **Éclair** tab at the top of the screen (next to the **Patient View** tab). CHIP automatically logs into Éclair on your behalf.

Primary Login Status

CHIP BOPDHB Clinical Health Information Portal - [link]

Standard

Patient View + Links Recent Patients Patient View **Éclair** NHI: PRP1660

Recent Data Categories Refine

More reports: Prior Later

POWER,Cold R (PRP1660)

- 11-Aug-15 15:28 Lumbar Spine Screening
- 11-Aug-15 07:15 Ear Swab
- Throat Swab
- HSA Negative
- 11-Aug-15 07:11 Ear Swab
- Throat Swab
- HSA Negative
- 10-Aug-15 11:47 Chest PA or AP X-Ray
- 05-Aug-15 14:16 Blood Gas Grp
- Whole Blood Chemistry
- 05-Aug-15 13:36 Blood Gas Grp
- Whole Blood Chemistry
- 29-Jul-15 10:53 GENERAL CHEM....
- 27-Jul-15 10:35

Patient Details | Patient Encounters | Patient History

Print Bookmark

Details

Name: POWER,Cold R (PRP1660) DOB: 01-Jun-1990 Gender: Female

Address: 150 REMU REMUERA AUCKLAND NEW ZEALAND 0433 31-Dec-2005 (15y 6m) Major NHI: PRP1660 Minor NHIs

Contact details

Emergency contacts

Click the Éclair tab to access lab and radiology results for the selected patient

Scheduled Collections

This patient has no scheduled orders

NOTE: *Once you have selected a specific result, the tabs at the top of the results window provide the ability to view previous tests of the same type in a cumulative or graphical report.*

Observation Report Cumulative Report Graphical Report Observation Details



CHIP Tips:

My Recent Patients:

As the name suggests the My Recent Patients screen will present you with the last thirty patients you have accessed. You can then click the icon to the left of the patient's NHI to select the patient and load them into Patient View.

Primary Login Status **CHIP** BOPDHB Clinical Health Information Portal - [link] ? 🔒

Standard Patient View + Links **Recent Patients** Patient View Eclair

Your 30 most recent patients:

Filter list:

NHI	Title	Surname	Forename	DOB	Age	Gender	Last Accessed
PRP1660	MAST	POWER	COLD RINSE	19900601	15	F	12/08/2015 15:59:47

Click here to see a list of your recent patients Click this icon to view the patient's record

NOTE: *The Filter List field at the top of the screen allows you to easily filter your recent patients list by name, age, DOB...*

Fit more on the screen

The menu bar on the left hand side can be collapsed by clicking on the orange arrow icon next to the CHIP logo at the top of the screen. This provides more space for the main CHIP window to be displayed.

To bring the menu back again, simply click on the same icon again.

https://link.bopdhb.govt.nz/chip/chip.asp - Windows Internet Explorer provided by BOP

Pharmacy Login Status **CHIP** BOPDHB

Patient View + Links Patient Search Patient View Eclair

Standard

My Dashboard Patient Search My Recent Patients

Click the orange arrow icon to collapse the menu bar

and Local Alerts:

Date	Description
05 Mar 2015	CHILD PROTECTION CONCE
05 Mar 2015	PENICILLIN - Anaphylaxis
05 Mar 2015	On Warfarin

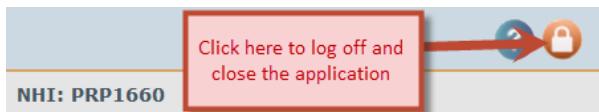
Last 3 Months Last 6 Months
Last 12 Months No date limit

Click the orange arrow again to bring the menu bar back



Logging out

Click on the orange padlock icon in the top right hand corner of your window to log out of CHIP and close the application.



This concludes the CHIP Quick Introduction Guide for Primary.