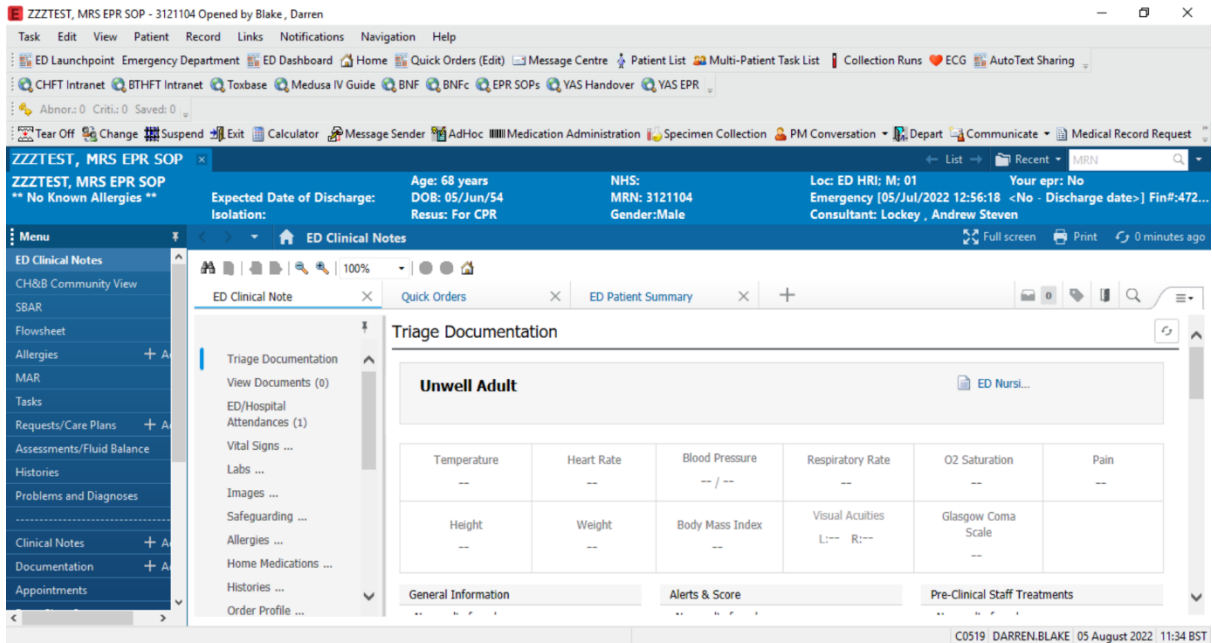
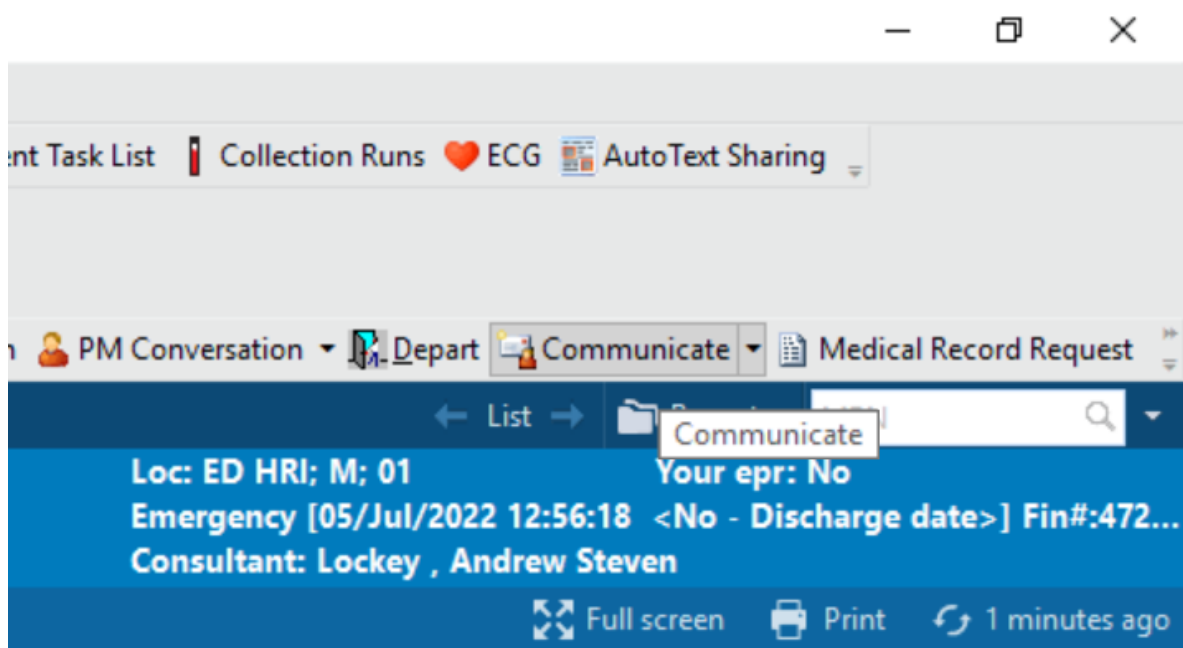


How to complete EPR BLOSM referral

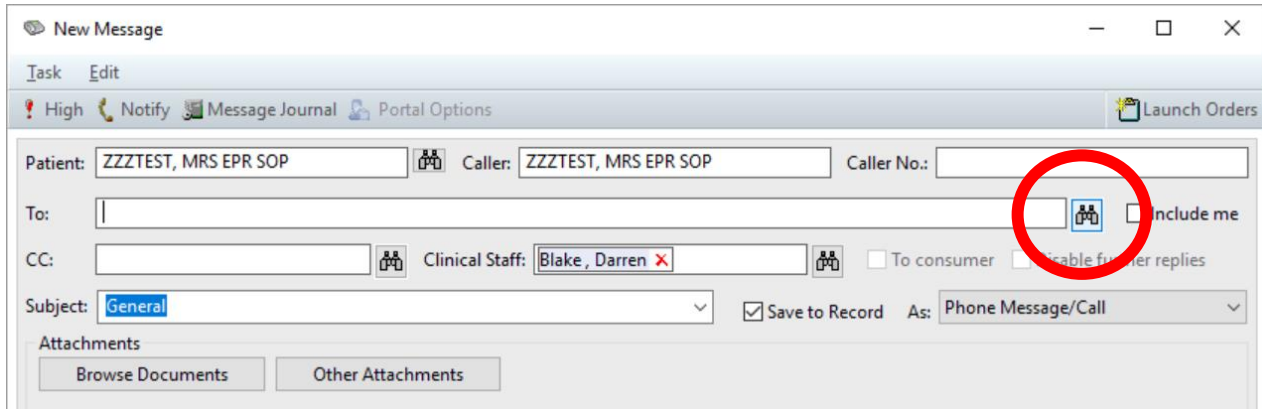
1. Open the patients record



2. Left click on “Communicate” on the tool bar



3. This screen will open, next click on the binocular icon or if you have already done a referral to BLOSM in the “To” field type “Referral BLOSM - CHFT” and skip to




New Message

Task Edit

High Notify Message Journal Portal Options Launch Orders

Patient: ZZZTEST, MRS EPR SOP Caller: ZZZTEST, MRS EPR SOP Caller No.: []

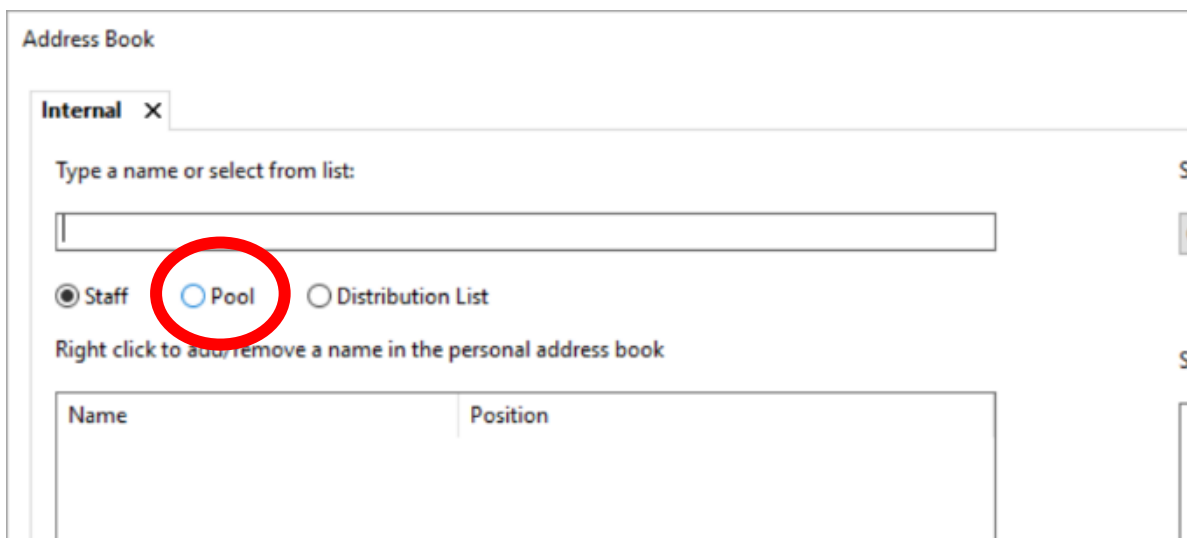
To: []  Include me

CC: [] Clinical Staff: Blake, Darren [] To consumer [] Visible further replies []

Subject: General Save to Record [x] As: Phone Message/Call

Attachments: Browse Documents Other Attachments

4. This window opens select “Pool”



Address Book

Internal X

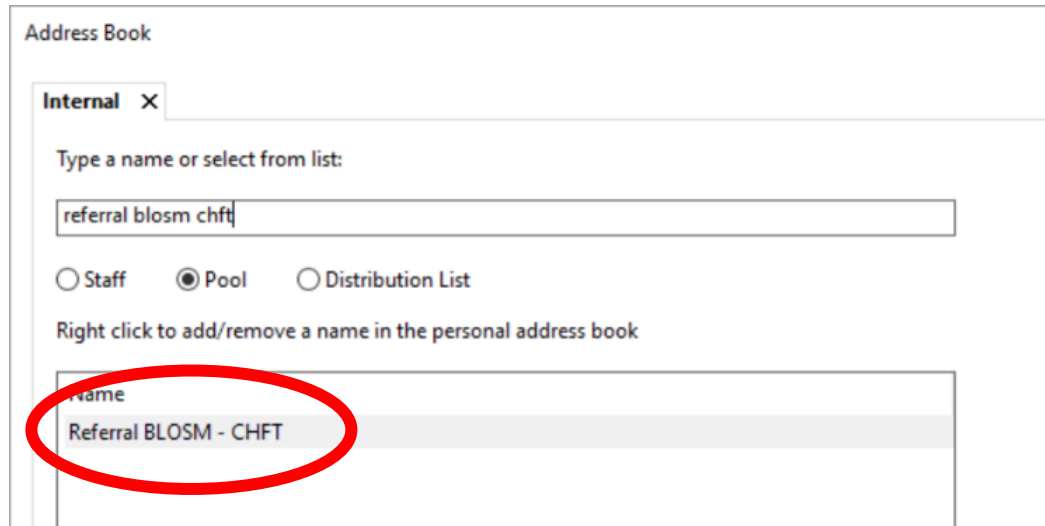
Type a name or select from list: []

Staff Pool Distribution List

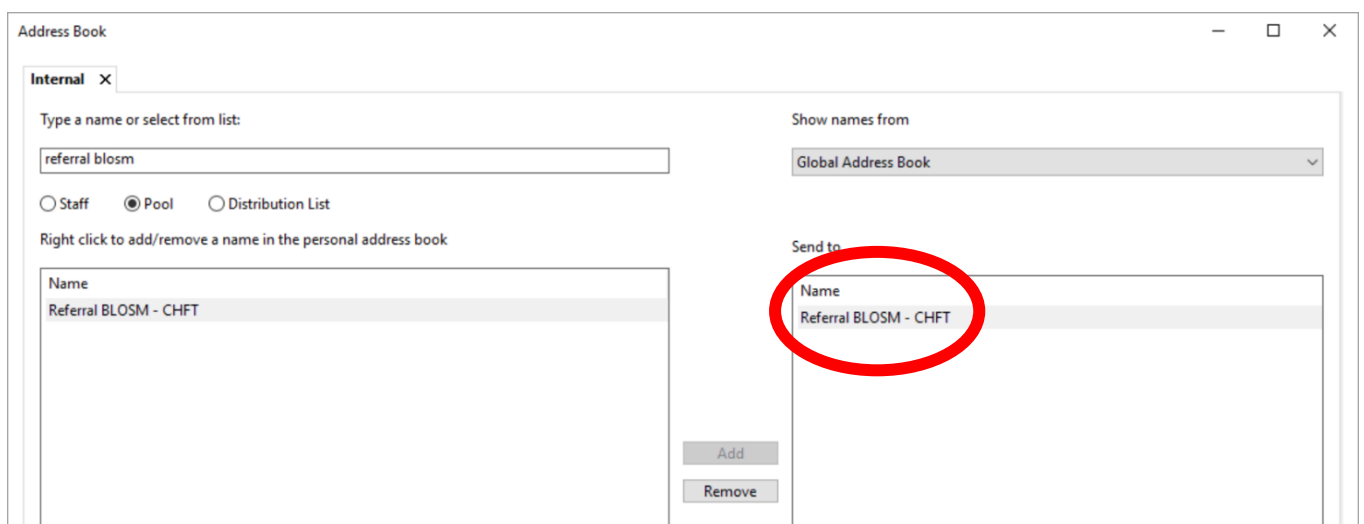
Right click to add/remove a name in the personal address book

Name	Position
------	----------

5. Search for “Referral BLOSM”, and this will populate the list box



6. Double left click on the “Referral BLOSM – CHFT”, this will populate the “Send to” box



7. Click "OK" to confirm the choice

Staff
 Pool
 Distribution List

Right click to add/remove a name in the personal address book

Name

- *Referral ACU Pool - CHFT
- *Referral Cardiology Pool - CHFT
- *Referral Elderly Medicine Pool - CHFT
- *Referral Gastroenterology Pool - CHFT
- *Referral Geriatric Med Falls Pool - CHFT
- *Referral Neurol Epilepsy Pool - CHFT
- *Referral Renal Pool - CHFT
- *Referral Stroke Pool - CHFT
- Referral BLOSM - CHFT
- Referral- CHART Kirklees - CHFT

Add
Remove

Name

Referral BLOSM - CHFT

8. You will then be taken back to this form here please type ".BLOSM" into the text area and hit the enter/return key this will generate the auto text referral form.

New Message

Task Edit

High Notify Message Journal Portal Options Launch Orders

Patient: Caller: Caller No.:

To: Include me

CC: Clinical Staff: To consumer Disable further replies

Subject: Save to Record As:

Attachments

Browse Documents Other Attachments

Message

Arial 12

BLOSM



9. This will insert the auto text referral with drop down box's. Please complete this and click "Send", this completes the referral.

New Message

Task Edit

High Notify Message Journal Portal Options Launch Orders

Patient: [] Caller: [] Caller No.: []

To: Referral BLOSM - CHFT X [] Include me

CC: [] Clinical Staff: Blake, Darren X [] To consumer Disable further replies

Subject: General [] Save to Record As: Phone Message/Call []

Attachments
Browse Documents Other Attachments

Message

Arial 12

Dear BLOSM,

Please can I refer this patient for the following service? _ v

If Other please specify:
.....

Have any immediate safeguarding concerns been addressed? _ v

If no, why?
.....

Consent has been gained for referral and BLOSM engagement? _ v

You must have gained consent for this service referral

Have you followed the BLOSM pathway on EMBEDS? _ v

Have you checked the patients contact details are correct? _ v

If no, why?
.....

Details for the referral - please provide a short description:

Have you given out appropriate information on discharge? _ v

Actions

- Phone message call me with results
- Phone message call the charge nurse with
- Phone message call the nurse with result
- Phone message call the ordering physicia
- Phone message call the patient with resu
- Phone message call the pharmacy with res

Remind on: [] [] [] [] [] []

Due on: [] [] [] [] [] []

Send Cancel