

Alden requirements for evals

1. Section GG completed with only 1 goal set in the Self Care Admission GG & only 1 goal set in the Mobility Admission GG. Do not add a goal for each item.
2. A Care Plan for the GG Goal item needs to be added to PCC for Skilled patients. All other patients and ST patients also need a care plan to be completed – at least 1 per discipline per patient

Method to Add care plans to PCC

- Go to the resident's chart
 - Click on the care plan tab
 - Click on *edit* for the current time frame
 - Click on *edit* next to any of the current departments
 - Click on *ALL* under the department section
 - Click on *New Focus*
 - Go to Select Library and choose *Therapy*
 - Choose *Focus Category* (Category should match the goal item from GG – ie if GG goal for bed mobility, choose bed mobility for focus category)
 - Under focus list click on *add*
 - Continue to follow the directions until you have chosen all items to complete the focus, then move on to Goals, and Interventions updating any info to make it more specific for the patient and the statement is complete.
 - Save and sign
3. Clarification Orders need to be added to the POS in PCC.

Method to Add a Care Plan to PCC

Method to Enter Therapy Clarification Orders in a Resident's Chart

- Go to Resident's chart
- Click on orders
- Click on batch update
- Click on add order set
- Check phone order box
- Put in physician name
- Click on the plus sign next to the category you want (PT, OT, Speech/Language Therapy, or Speech/Swallowing Therapy)
- Each tab will expand – put a check mark in the orders you want & click save (see POS order sheet for expected options)
- Type in your password
- The order detail box will come up. All of the orders you choose will be at the bottom of the page in a queue
- If the status says incomplete, click on it and bring it up to the order detail box, remove line if there are some there and fill in the blank.
- After you are done with the edit, click on Update queue, the order should then say complete

- After you have completed your edits, click the X in the top right hand corner
- The order should then be in the chart as a queued orders. The nurse will review and save them in the medical record
- DO NOT ACTIVATE QUEUED ORDERS

Here is the link: <https://youtu.be/xQBWy7Ricwg>