Tips and Tricks of using Electronic Request Systems

Mark Gilvarry, Senior Project Manager
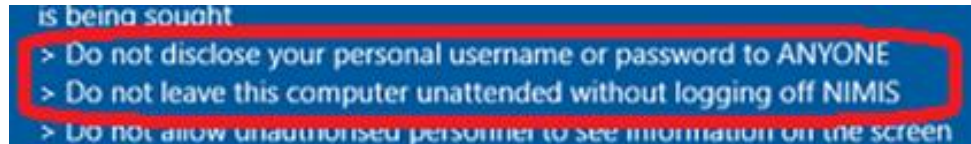**NIMIS Programme, eHealth and Disruptive Technologies**

Status of Order Comms in Ireland

- **There is no National Order Comms Programme**

- **Variety of Electronic Request Systems in NIMIS**
  - **NIMIS RIS is most commonly used**
  - **Dedicated Order Comms in some NIMIS Hospitals**
    - iCM
    - Cerner (Power Chart)
    - Patient Centre

- **Non-NIMIS Hospitals**
  - iCM
  - Agfa Physician Portal

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Protecting your Account

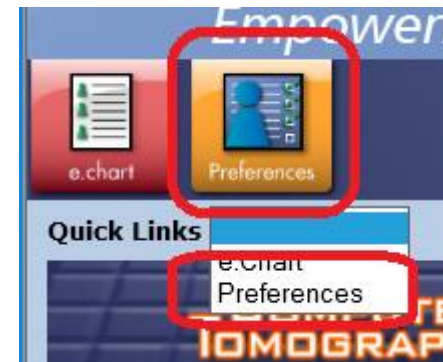- **Your Account is your Professional Digital Identity – protect it!**

is being sought
> Do not disclose your personal username or password to ANYONE
> Do not leave this computer unattended without logging off NIMIS
> Do not allow unauthorised personnel to see information on the screen

- **Never share your username and password**
  - **Reset password – go to Preferences**

Change Password

New Password: [   ]

Confirm Password: [   ]

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eHealth and Disruptive Technologies, HSE.

Protecting your Account

- ## Logout or Lock System when Leaving - How?
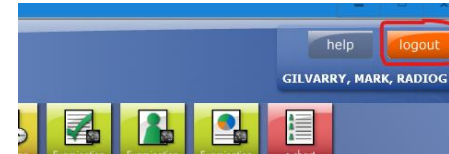 - ### NIMIS RIS on Hospital PC
    - #### Click Logout on NIMIS RIS Home Screen
      #### OR

    - #### Trick - Press F10 & Enter
      - ##### Quickest way to logout - works from any screen in NIMIS RIS

  - ### NIMIS Workstation
    - #### Logout
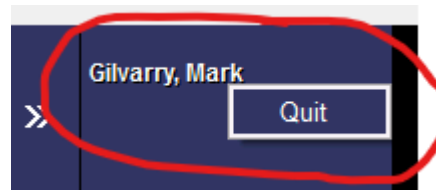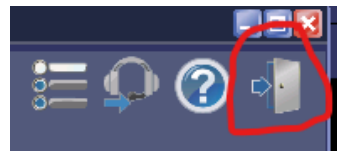
    - #### Lock
      - ##### Trick – Press "Windows" and "L"

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Searching for Patients

- **Search by MRN field when possible**

- **Searches by name that are too broad may return a lot of patient records**
  - **Approx. 7.1 million patient records in NIMIS**

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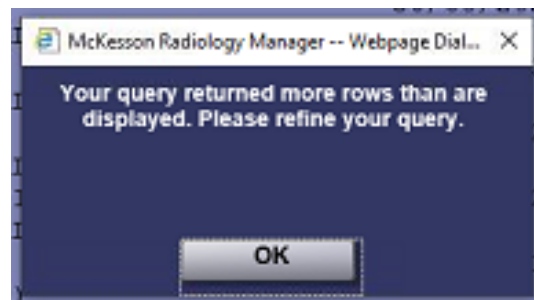
Select Correct Account/Episode

- **Very Important to Select Correct Account**

PLEASE SELECT THE CORRECT ACCOUNT
(Correct Consultant, Location & Patient Class)

- **Account information is sent from hospital Patient Administration System so contact Admin staff in relevant Department if there are issues**

- **Do not try to correct Consultant or Patient Location issues on the request screen**

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Placing Request

- **Fields highlighted in yellow are mandatory**
- **Contact Number, Ambulatory Status and Clinical Indications will be blank**
- **Others should be filled automatically based on account selected**
- **If account needs to be changed this can be done by clicking "Select Acct" at bottom of request screen**

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Placing Request

- **Order Priority**
  - **Defaults to "Routine" if nothing is selected**

  - **If not already using would recommend speaking to Radiology in advance**

Tracking Exams

- **Not possible to track all requests in current NIMIS system**
- **If Using NIMIS PACS/Workstation**
  - **PACS Filters can be built to give visibility of performed/reported exams**
  - **Contact PACS Office for guidance**

NIMIS Future Developments

- **NIMIS RIS is being upgraded to CRIS**
- **First Go-Live (UL Hospitals Group) will be in H1 2024**
- **Requesting will be done in a module called Evo Order Comms**

order comms

NIMIS Future Developments

- **Evo Order Comms Event Acknowledgement**

Electronic Systems Limitations

- **Electronic Request Systems are not designed for building relationships**
- **Spend time getting to know and build a rapport with Radiology**

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