



Information Prescription – Diabetes UK

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INFORMATION PRESCRIPTION (DIABETES UK) PATHWAY	5
What this Guide Covers	5
Overview	5
Installing the Information Prescription (Diabetes UK) Pathway	8
Checking the version of the Information Prescription (Diabetes) UK	8
Accessing the Information Prescription (Diabetes UK) Template	9
Selecting the Information Prescription Template in Consultation Manager	10
Accessing the Information Prescription Template from the Alert Popup	10
Selecting the Information Prescription Template from Practice Reports	11
Managing your Patients using the Information Prescription Template	13
Summary - Viewing or Adding data to a Template	17
Toolbar	17
Data Entry Tools	18
Running the Information Prescription Reports	19
Interacting with Patient Lists	21
Working with Patient Lists	21
Print Preview, Print or Export Patient Lists	22
Using the Merge Category/Indicator Option	23

INDEX	XXIV
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Information Prescription (Diabetes UK) Pathway

What this Guide Covers

This user guide explains how to use the Information Prescription (Diabetes UK) Pathway. It covers the following:

- **An Overview of Information Prescription (Diabetes UK)** - See [Overview](#) (page 5).
- **Installation** - The Information Prescription (Diabetes UK) Pathway is automatically installed on your system by INPS. See [Installing the Information Prescription \(Diabetes UK\) Pathway](#) (page 7).
- **How to access and view the Information Prescription Template** - See [Accessing the Information Prescription \(Diabetes UK\) Template](#) (page 9).
- **How to view and work with the Information Prescription Alert Popup window** - See [Accessing the Information Prescription Template from the Alert Popup](#) (page 10).
- **How to run the Information Prescription Reports** - See [Running the Information Prescription Reports](#) (page 18).
- **Reviewing the Information Prescription Reports** - See [Reviewing the Information Prescription Manager Reports](#) (page 21).

Overview

Information Prescription is a new scheme launched by Diabetes UK and is designed to give patients with Diabetes the information they need to understand and improve on their health targets. The Vision+ Information Prescription pathway enables you to easily monitor and target patients who fall into the high risk category of developing complications associated with Diabetes, which include:

- High blood pressure
- High cholesterol
- High HbA1c
- Low mood
- Keeping kidneys healthy

Using the Reporting tools, Template screen and Alert prompts you can easily identify patients who are not meeting their targets, prepare an Information Prescription plan and manage the patient's care. The benefits of using the Information Prescription pathway include:

Practice

- Personalised individual care plans that include the patient's specific target needs, signposting to support care planning and actions to reduce further risk
- An easy to use pathway that facilitates quick data entry
- Comprehensive reporting tools that target Diabetic patients at the highest risk
- Alert popup windows that flag patient's in Consultation Manager who require active intervention

Patients

- Improved knowledge of Diabetes and the ability to self-manage
- Better control of health outcomes
- Prevention/delay of Diabetes complications
- Access to further information and support

Personalised patient information

Easy to read clear and concise clinical information for the patient

Actions to reduce a patient's risk

Personal care planning support and Signposting

Examples of the Information Prescription Plans

For more information on Diabetes UK - Information Prescription refer to [Information Prescription Diabetes UK](#)

Installing the Information Prescription (Diabetes UK) Pathway

Practices with the Information Prescription (Diabetes UK) Pathway installed will have the module removed. We are removing the module because we are changing the way you obtain the pathway. You must now complete a sign-up form to give consent for data sharing. Once the form is completed, the module will automatically be downloaded.

Click [here](#) to access the sign-up form.

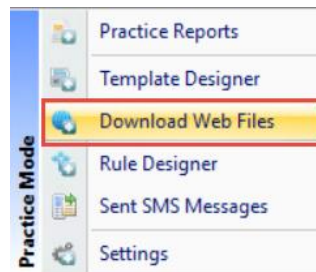


Note – The activation process may take 1-2 days to activate.

Checking the version of the Information Prescription (Diabetes) UK

To check what version of the Information Prescription (Diabetes UK) Pathway you are using:

1. Log into Vision, right click on the Vision+ icon  in the Windows Notification area and select **Download Web Files** from the menu.

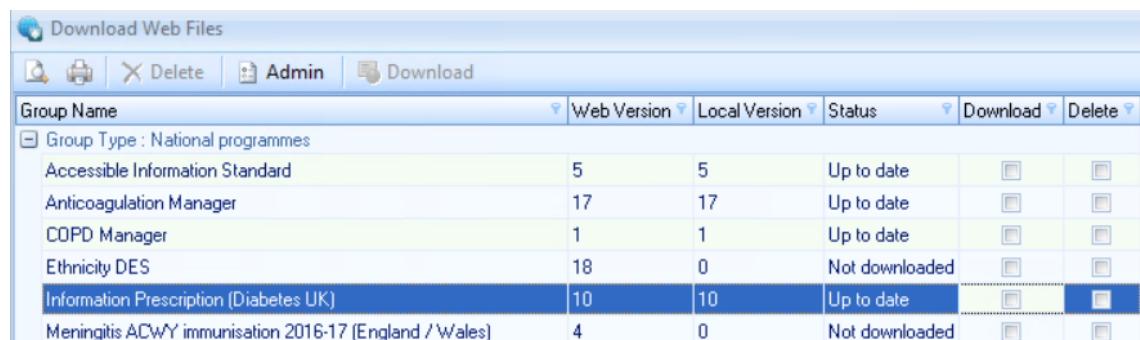


Download Web Files



Note - To access Download Web Files, you must not have a patient selected in Consultation Manager.


2. From the list you can see the **Information Prescription (Diabetes UK)** template and its status. Version numbers can be compared between the Web Version and Local Version to see if a more recent version is available for automatic download.



The screenshot shows a window titled 'Download Web Files' with a toolbar containing icons for Refresh, Delete, Admin, and Download. Below the toolbar is a table with columns: Group Name, Web Version, Local Version, Status, Download, and Delete. The table lists several templates, with 'Information Prescription (Diabetes UK)' highlighted in blue.

Group Name	Web Version	Local Version	Status	Download	Delete
Group Type : National programmes					
Accessible Information Standard	5	5	Up to date	<input type="checkbox"/>	<input type="checkbox"/>
Anticoagulation Manager	17	17	Up to date	<input type="checkbox"/>	<input type="checkbox"/>
COPD Manager	1	1	Up to date	<input type="checkbox"/>	<input type="checkbox"/>
Ethnicity DES	18	0	Not downloaded	<input type="checkbox"/>	<input type="checkbox"/>
Information Prescription (Diabetes UK)	10	10	Up to date	<input type="checkbox"/>	<input type="checkbox"/>
Meningitis ACWY immunisation 2016-17 (England / Wales)	4	0	Not downloaded	<input type="checkbox"/>	<input type="checkbox"/>

Information Prescription Pathway

 **Note** - Templates that have been downloaded by your practice are available to all users.

3. Close the Download Web Files screen to exit.

Accessing the Information Prescription (Diabetes UK) Template


The Information Prescription Template is a simple to use pathway that is based on guidance from Diabetes UK and NICE guidelines. It enables you to quickly review relevant test information and produce an Information Prescription plan which is automatically tailored for the selected patient.

This section of the guide explains the three ways to access the Information Prescription Template:

- **Clinical Templates** - You can access the Information Prescription Template from Clinical Templates in Consultation Manager. See [Selecting the Information Prescription Template in Consultation Manager](#) (page 9).
- **Alert Popup** - Use the Alert Popup window to invoke the Information Prescription Template. See [Accessing the Information Prescription Template from the Alert Popup](#) (page 10).
- **Practice Reports** - You can access the Information Prescription Template from Vision+ Reports. See [Selecting the Information Prescription Template from Practice Reports](#) (page 11).

Selecting the Information Prescription Template in Consultation Manager

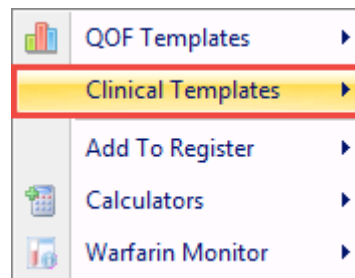
To select the Information Prescription Template in Consultation Manager:

1. From Consultation Manager, select a patient.
2. Right click on the Vision+ icon  in the Windows Notification area or select the down arrow key alongside the Vision + icon on the floating toolbar.

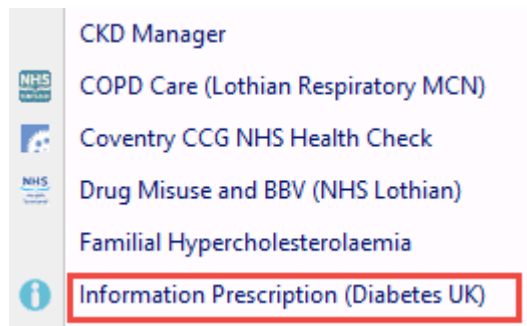


Floating Toolbar

3. Select **Clinical Templates** and choose **Information Prescription**.



Clinical Templates



Information Prescription Template

For information on using the Information Prescription Template - See [Managing your Patients using the Information Prescription Template](#) (page 13).

Accessing the Information Prescription Template from the Alert Popup

Alternatively, you are prompted from the Alert Popup window if a patient's results are not within target and the patient would benefit from an Information Prescription plan.

From the Alert Popup you can quickly view the patient's data and produce a plan.

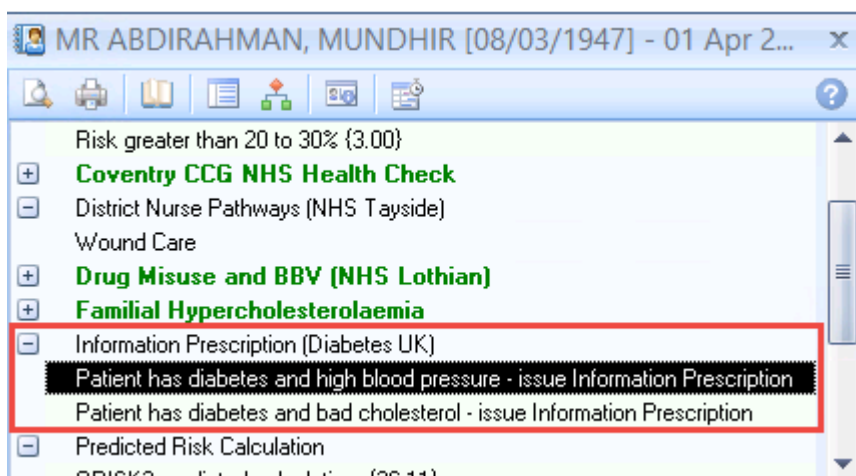
1. From Consultation Manager, select a patient.
2. Click the **Show Other Indicators** icon on the Vision+ floating toolbar.



Alert Popup - Other Indicators

Note - By default QOF alerts appear when you select a patient in Consultation Manager. To combine both QOF and non QOF alerts, refer to the **Vision+ Settings - Combine Triggers** option.

- The Alert popup window displays the Information Prescription prompt and is expanded to show the patient's requirements.




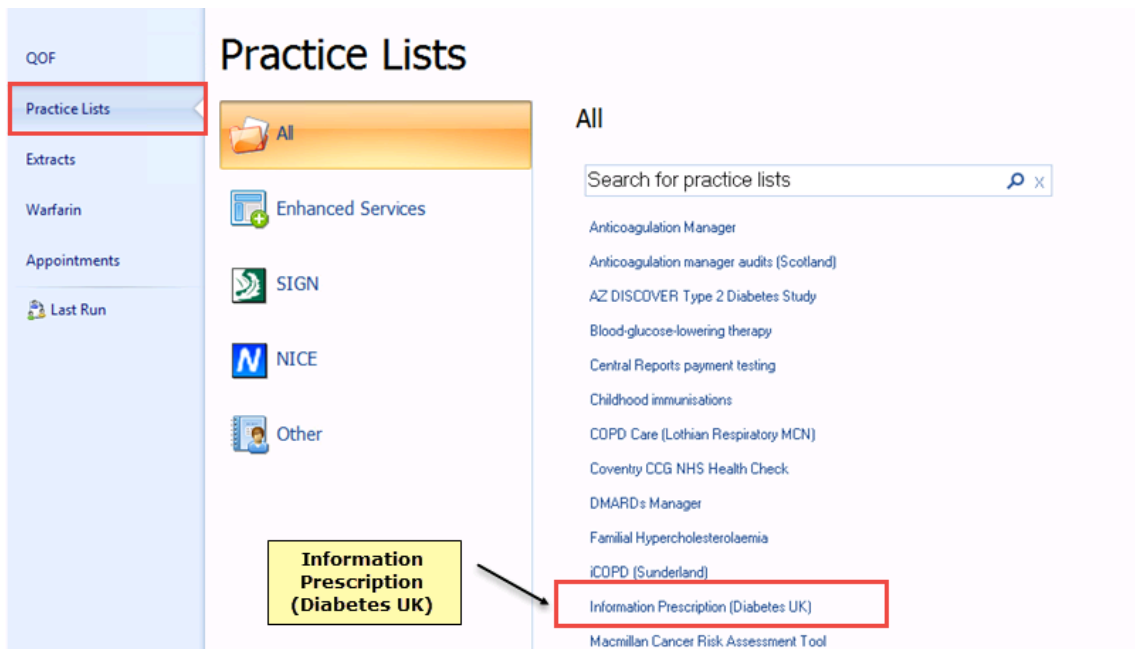
Information Prescription Alert Popup

- To launch the Information Prescription Template either:
 - Right click on the Information Prescription heading and select **Show Template**
 - Highlight the Information Prescription heading and click the **Template** icon on the toolbar, or
 - Double click on one of the expanded lines below the Information Prescription heading

Selecting the Information Prescription Template from Practice Reports

To access the Information Prescription Template from Vision+ Reports:

- Log into Vision, right click on the Vision+  icon in the Windows Notification area and select **Practice Reports**.
- From the Reporting menu, select Practice Lists and choose **Information Prescription (Diabetes UK)**.

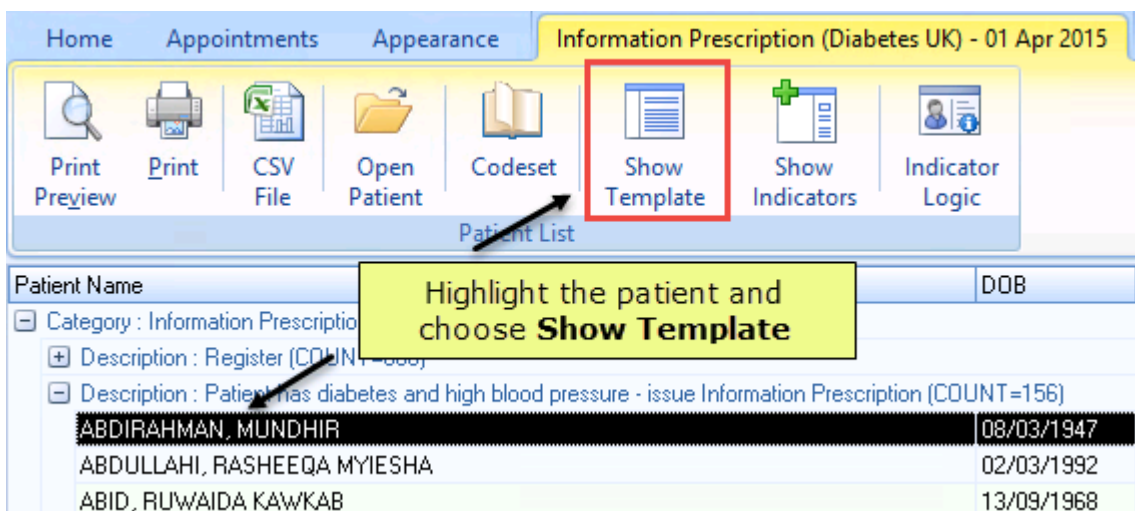


Practice Reports - Information Prescription

3. The reports run and on completion a suite of reporting lines are listed. Highlight the line you are interested in and click the expand **+** icon to view patient names or double click on the line to view the patients.

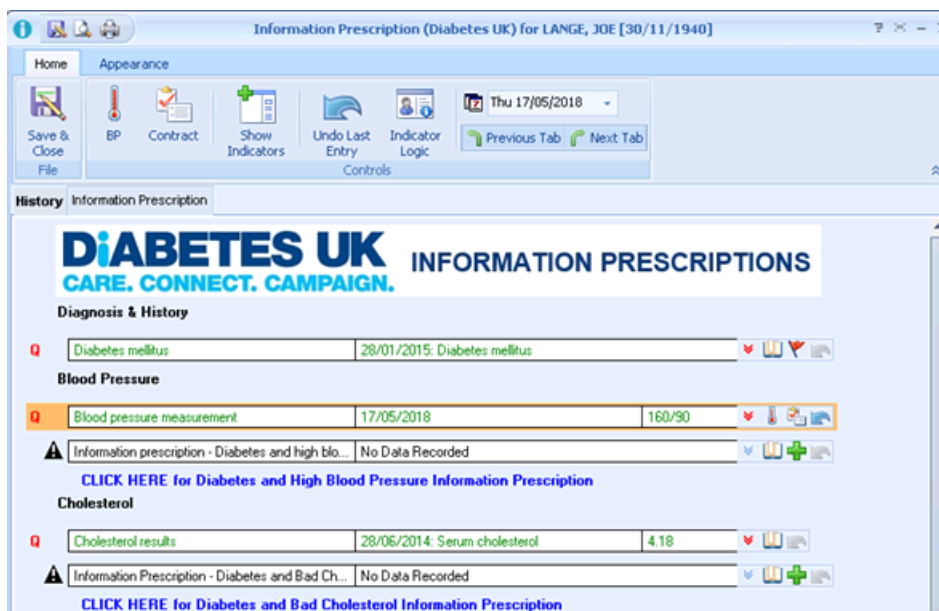
Note - For information on how to work with Patient lists - See [Interacting with Patient Lists](#) (page 21).

4. Highlight the patient and choose **Show Template**.



Practice Reports - Show Template

5. The Information Prescription Diabetes UK screen is displayed.



Information Prescription screen

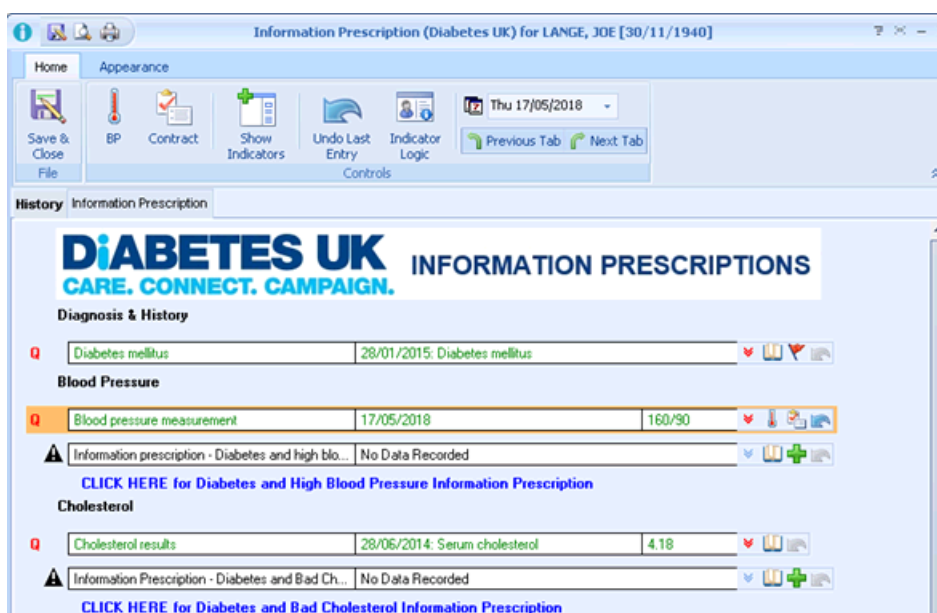
For information on using the Information Prescription Template - See [Managing your Patients using the Information Prescription Template](#) (page 13).

Managing your Patients using the Information Prescription Template

The Information Prescription template is a simple to use screen that assists in meeting all of the Diabetes UK requirements for managing patients with Diabetes who are at risk of developing complications. The template includes:

- Up-to-date information viewable on one screen, including access to historical information
- Quick data entry functionality using the data entry tools
- A mail merge facility with direct links to the personalised Information Prescription plan which can be given to the patient

- Access to the Diabetes UK Care Pathway for Information Prescription



Information Prescription Template

Below are some key points pertaining to the Information Prescription template:

Key Points

- **Adding Data** - To add data to the Information Prescription screen you can either use the Data Entry Tools at the end of each line. For a full explanation of all the options - See [Summary - Viewing or Adding data to a Template](#) (page 17).
- **Viewing Data** - The latest recorded entry is displayed on the template. To view historical data click the red Previous entries icon. A blue Previous entry icon indicates that the patient does not have any previous records.

Note - All numerical results are also shown in a graph format at the bottom of the screen.

- **Save and Close** - All entries made to the screen should be saved by choosing the Save and Close icon. If you do not save and close your data will be lost.
- **QOF** - A red Q in front of a line indicates this information is also required for QOF.
- **Links to the Information Prescription plan** - The template contains quick links to the Information Prescription plan which allows the patient to see the targets they need to work towards to improve their condition as well as giving background information and the steps they should be taking to do this for improvement. To view and print the Information Prescription Plan, select:

[CLICK HERE for Diabetes and High Blood Pressure: Information Prescription](#)

The Information Prescription document opens in Word with patient specific actual and target diabetic information automatically populated.

You can also add additional comments eg target settings and care planning. The Care plan includes:

- Personal Information
- Easy to comprehend clinical information
- Signposting and support information
- Personal care planning
- Actions to reduce risk

The screenshot shows a form titled "DIABETES AND BAD CHOLESTEROL INFORMATION PRESCRIPTION". At the top, it includes fields for "NAME: DENISE WINGSTON 40614" and "DATE: 21 Mar 2015". Below this, it displays "Your last cholesterol reading is: Total 4.7 HDL 2.83". The form contains several sections: "What is cholesterol?", "What is cholesterol a problem?", "Can I lower my bad cholesterol?", "Keep to a healthy weight", "Eat a healthy balanced diet", "Get more active", and "Stop smoking". Each section has a corresponding checkbox for action. A "BLOOD VESSEL" diagram compares a "NORMAL" vessel with a "FURRED UP WITH CHOLESTEROL" vessel. At the bottom, there is an "AGREED ACTION PLAN" section with fields for "My personal goal is:" and "To be achieved when:". Three callout boxes are present: "Personal information" points to the name and date fields; "Easy to understand clinical information" points to the cholesterol reading and the "What is cholesterol?" section; "Check boxes allow generic advice to be individualised" points to the checkboxes in the "Keep to a healthy weight", "Eat a healthy balanced diet", "Get more active", and "Stop smoking" sections.

Information Prescription document

Note - The Prescription Information plan is not saved in the patient's record, however you can Read code that you have given the patient an Information Prescription by selecting the line labelled Information Prescription on the template.

- **Colour Coding on the Template** - Text in green on the Prescription Information template indicates that the patient qualifies eg they have Diabetes or they require an Information Prescription plan. Text in black indicates that data is missing. If you are not able to add data it means that the patient does not qualify for an Information Prescription.
- **Diagnosis** - Use this section of the screen to view or record the patient's Diabetes diagnosis.
- **Blood Pressure** - This area of the template enables you to view historical blood pressures or add a new blood pressure reading.









- **Cholesterol** - This part of the screen shows the patients latest cholesterol results. This information is automatically populated from the clinical system or you can add a new result by selecting the data entry tools at the end of the line.
- **HbA1c** - This section of the template enables you to view the patient's latest HbA1c results. This information is automatically populated from the clinical system or you can add a new result by selecting the data entry tools at the end of the line.
- **Low mood** - As well as recording a depression code you can also complete a depression questionnaire in this section of the template.
- **Keeping Kidneys Healthy** - This section of the template enables you to record relevant test and diagnosis information.
- **Information Prescription** - This line is present in each section of the template so that you can record that you have given the patient an Information Prescription plan. The Read code **8CE - Self-help advice leaflet given** is recorded in the patient's journal.

Summary - Viewing or Adding data to a Template

Below is a summary of how to view or add data to a template:







Toolbar

The Toolbar at the top of the Information Prescription template is used to access different functions within the screen, some of which vary depending on the line you have highlighted.

	Print Preview or Print - To view or print the information on the Pathway.
	Care Pathway - This icon launches the Information Prescription care pathway.
	Save & Close - This saves the data to the patient's record.
 Codeset	Codeset - The Codeset icon takes you to the Codeset data entry screen where Read codes can be chosen from a pre-defined list.
 Show Indicators	Show Indicators - This activates the Alert Indicator popup window.
 Indicator Logic	Indicator Logic - You can use the Indicator Logic tool to view the rule set logic behind the pathway.
	Default Date - The date defaults to today, but can be changed by entering a new date or by choosing from the calendar.
	Previous and Next Tab - The previous and next tab toggle you through the tabs eg Anticoagulation, Warfarin.

Data Entry Tools

From the Information Prescription template highlight a line and choose one of the following Data Entry icons at the end of the line.


Icon	Function	Icon	Function
	Previous Entry - This blue icon indicates that the patient does not have any previous records.		Blood Pressure - Selecting this icon displays the blood pressure data entry screen.
	Previous Entries - When the row contains more than one relevant Read code, a drop down arrow appears in red to alert you that more Read codes are available than the one currently being displayed. Where numeric data is recorded a graph is also visible.		Codeset - The codeset icon takes you to the Read code data entry screen, where Read codes can be chosen from pre-defined list.
	Undo - The Undo Last Entry icon deletes the Read code previously entered on that line during the current session.		Depression Questionnaire

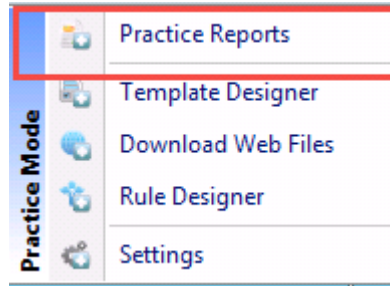


IMPORTANT - You must select **Save and Close** if you have entered any information.

Running the Information Prescription Reports

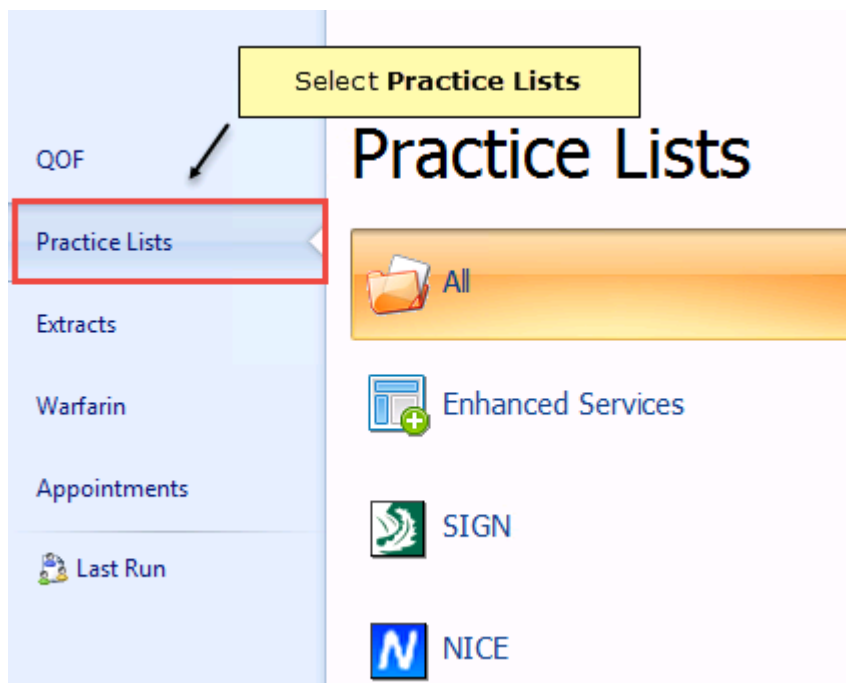
A quick way to identify patients who may be eligible for an Information Prescription plan is to run the suite of reports that are part of the pathway tools. To do this:

1. Log into Vision, right click on the Vision+ icon  in the Windows Notification area and select **Practice Reports**.



Practice Reports

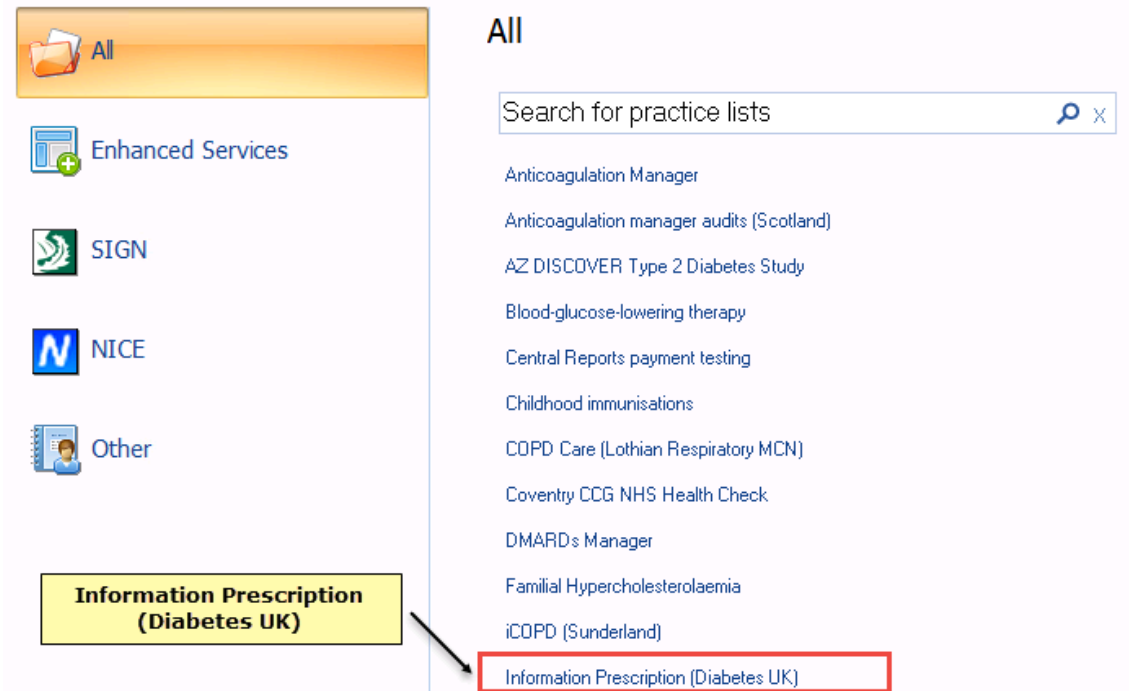
2. From the Practice Reports screen, select **Practice Lists**.



Practice Reports

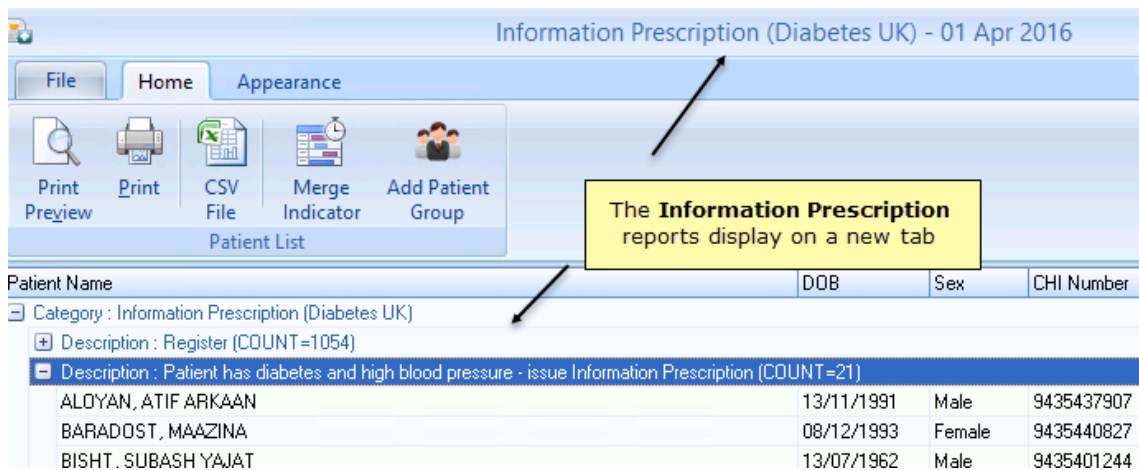
3. Select **Information Prescription (Diabetes UK)**.

Practice Lists




Other - Information Prescription Reports

- Once complete, the Information Prescription reports are listed on a separate tab and display various cohort lines.




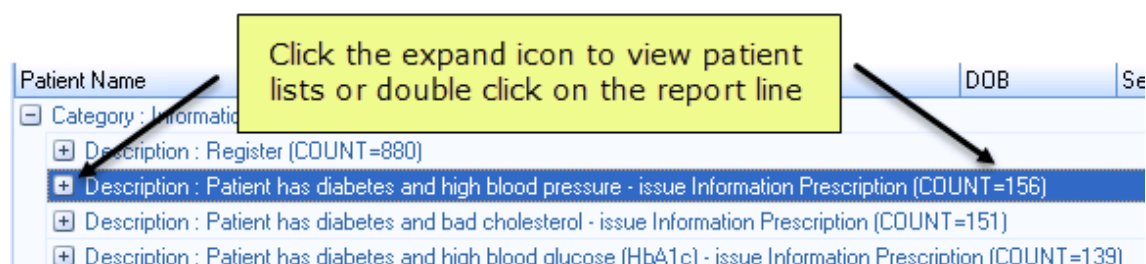
Information Prescription Reports

- To view patient names double click on the cohort line or choose the expand  icon. For more information on how to work with the reports - See *Interacting with Patient Lists* (page 21).

Interacting with Patient Lists

From Practice Reports you can work on patient lists. You can print patient lists, view patient's records or contact the patient.

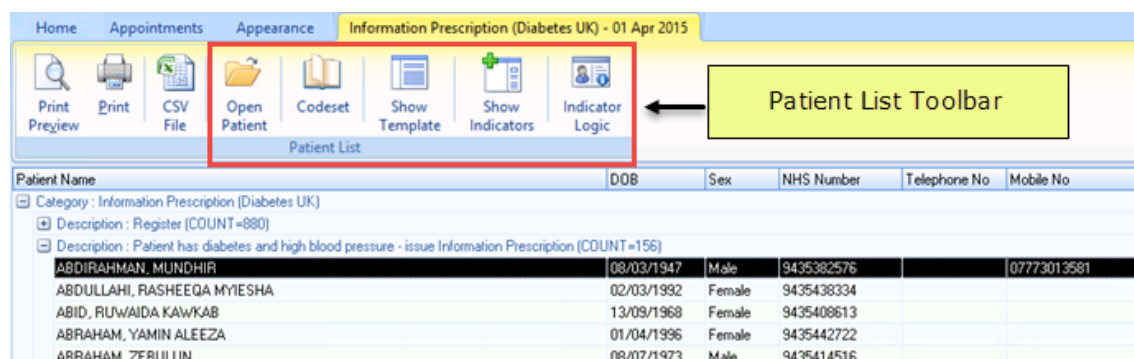
To view patient information double click on the report line or click the expand  icon.



Report Lists

Working with Patient Lists

You can work on a patient list by highlighting a patient and choosing one of the following options from the Toolbar or by right clicking on the patient details.



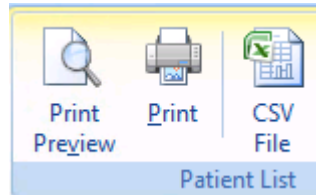
Working with Patient Lists

- **Open Patient** - This takes you directly into the patient's Consultation Manager screen.
- **Codeset** - This option allows you to add an appropriate Read code directly into the patient's record.
- **Show Template** - This option launches the Information Prescription Template screen. See [Selecting the Information Prescription Template from Practice Reports](#) (page 11).
- **Show Indicators** - This option launches the Information Prescription Manager Alert Popup window without having to open Consultation Manager.
- **Indicator Logic** - This option allows you to see why the patient is on the cohort list.

Print Preview, Print or Export Patient Lists

Patient lists can be previewed, printed or exported as a CSV file. Expand the patient list and select Print Preview or Print.

Alternatively, the information shown in the report can be saved as an Excel spreadsheet. To work on a patient list in Excel, click the CSV File on the Toolbar, then give the file a name and specify the location you want to save it to.



Patient List Options

Using the Merge Category/Indicator Option

The Merge Category/Indicator option is useful if you want to send a letter to a group of patients or invite patients by phone or send them a text message.

If you highlight a category you can choose Merge Category or if you highlight a specific report line you can choose Merge Indicator.

For more information on how to recall your patients - see [Creating and Managing Recalls in Practice Reports](#).

Home Appointments Appearance Information Prescription (Diabetes UK) - 01 Apr 2015

Print Preview Print CSV File Merge Category Category Analysis

Patient List

Highlight the category and choose **Merge Category**

Patient Name	DOB	Sex
[-] Category : Information Prescription (Diabetes UK)		
[+] Description : Register (COUNT=880)		
[+] Description : Patient has diabetes and high blood pressure - issue Information Prescription (COUNT=156)		
[+] Description : Patient has diabetes and bad cholesterol - issue Information Prescription (COUNT=151)		
[+] Description : Patient has diabetes and high blood glucose (HbA1c) - issue Information Prescription (COUNT=139)		

Merge Category

Home Appointments Appearance Information Prescription (Diabetes UK) - 01 Apr 2015

Print Preview Print CSV File Merge Indicator

Patient List

Highlight a report line and choose **Merge Indicator**

Patient Name	DOB
[-] Category : Information Prescription (Diabetes UK)	
[+] Description : Register (COUNT=880)	
[-] Description : Patient has diabetes and high blood pressure - issue Information Prescription (COUNT=156)	

Merge Indicator

Index

A

[Accessing the Information Prescription \(Diabetes UK\) Template](#) • 5, 9
[Accessing the Information Prescription Template from the Alert Popup](#) • 5, 9, 10

C

[Copyright Notice](#) • ii

D

[Data Entry Tools](#) • 18
[Designing an Information Prescription \(Diabetes\) Invite Letter](#) • 24

G

[Generating a Merged Letter for a Group of Patients](#) • 26
[Generating Merged Letters](#) • 24

I

[Information Prescription \(Diabetes UK\) Pathway](#) • 5
[Installing the Information Prescription \(Diabetes UK\) Pathway](#) • 5, 7
[Interacting with Patient Lists](#) • 11, 20, 21, 22
[Inviting Patients by Phone](#) • 24, 27

M

[Managing your Patients using the Information Prescription Template](#) • 10, 13

O

[Overview](#) • 5

P

[Print Preview, Print or Export Patient Lists](#) • 23

R

[Reviewing the Information Prescription Manager Reports](#) • 5, 21
[Running the Information Prescription Reports](#) • 5, 18

S

[Selecting the Information Prescription Template from Practice Reports](#) • 9, 11, 22
[Selecting the Information Prescription Template in Consultation Manager](#) • 9
[Summary - Viewing or Adding data to a Template](#) • 14, 17

T

[Toolbar](#) • 17

U

[Using the Last Run Option](#) • 20
[Using the Merge Category/Indicator Option](#) • 23

W

[What this Guide Covers](#) • 5
[Working with Patient Lists](#) • 22

