Prescribing Safety Indicator PS015 - Wales only

Please be aware, the **Prescribing Safety Audit Indicator PS015**, in Informatica's Audit+, is looking for a **Read Code** of **422..00 Full Blood Count** in the patient's record. Some **Vision 3** practices do not automatically enter this clinical term into the patient record when test results automatically file from **Mail Manager**.

If your practice is affected by this issue, please follow one of the following solutions to rectify this issue and ensure your patient test results are being identified by the **Prescribing Safety Audit Indicator PS015** audit:
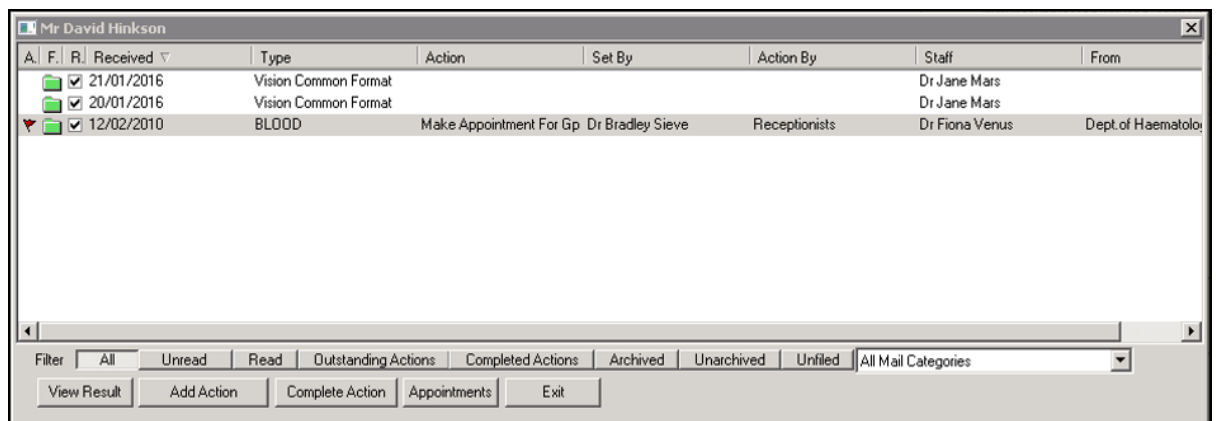
- **Within Consultation Manager** see page **1**
- **Within Mail Manager** see page **3**

Within Consultation Manager

To file the correct clinical term from in **Consultation Manager**:
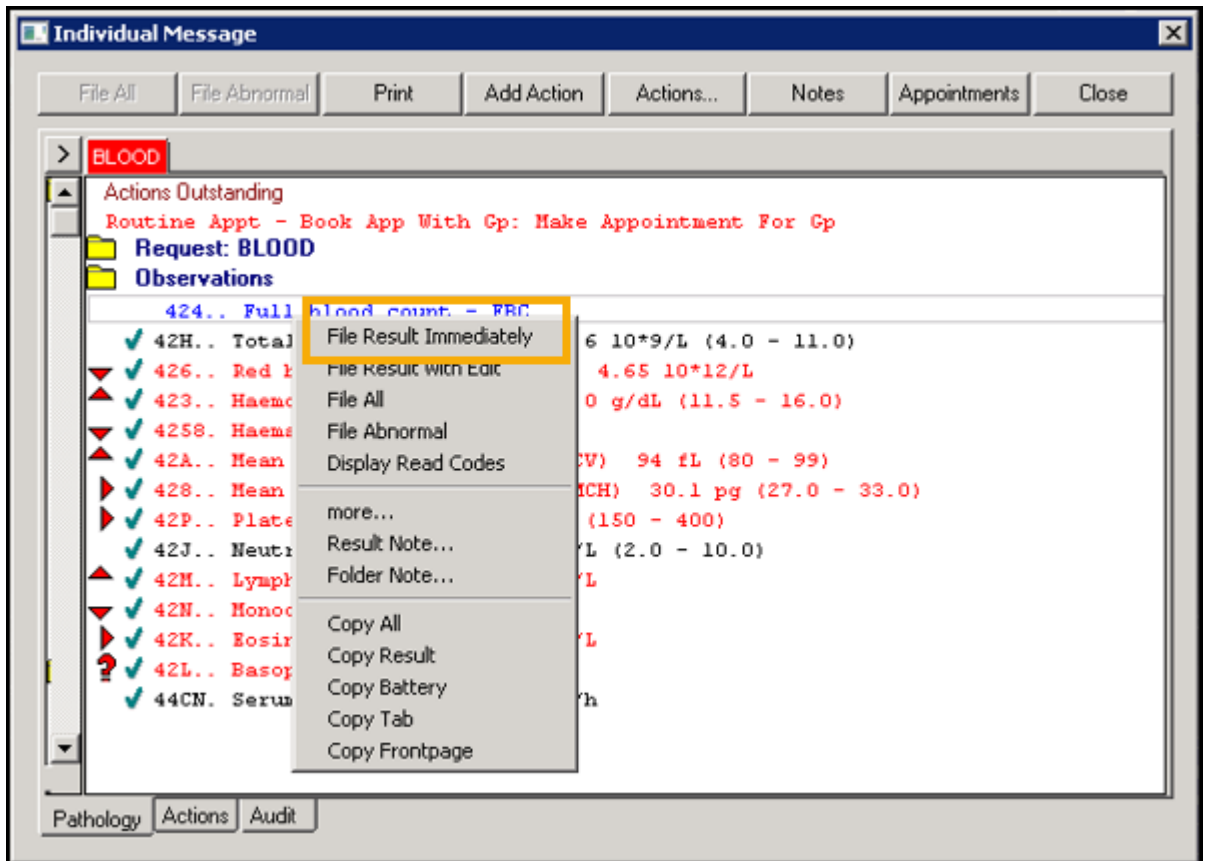
1. From the **Vision 3** front screen, select **Consultation Manager**, find the patient required and if necessary open a Consultation.

2. Select **View Mail for Patient** and the patients incoming mail displays:
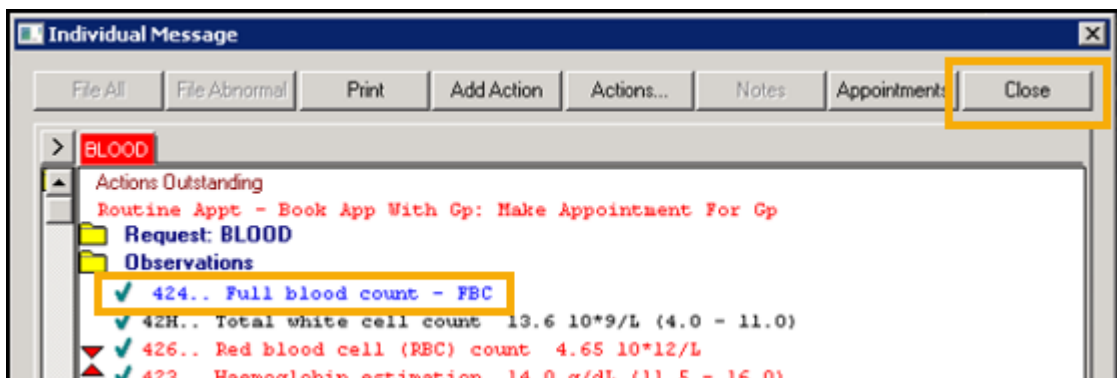

3. Select to highlight the message containing the **424..00 Full Blood Count** result required and select **View Result**.

4. The **Individual Message** screen displays, right click on the **424.. Full Blood Count** entry and select **File Result Immediately**:

💡 **Training Tip** – If the Read code does not display against the result, you can right click on the message and select **Display Read Codes**.

5. A green tick now displays alongside the item, select **Close:**

6. Select **Exit** and close the patient record in the usual way.

You can select **Archived** to view archived mail, but archived messages cannot be filed from **View Mail for Patient**. Note down the details and then either add the result into the patient record manually, or restore the message from **Archive** in **Mail Manager** and then file the result. See for details.

Within Mail Manager

Search for a specific patient's test results

The **Individual Patient** tab displays all messages for a specified patient. To find and display the messages of an individual patient:

1. From **Mail Manager**, select **Find** ![Find icon] from the toolbar and select the patient in the usual way.

2. The results for the selected patient display in the right hand pane, select the result that contains the Full Blood Count (FBC) test result:
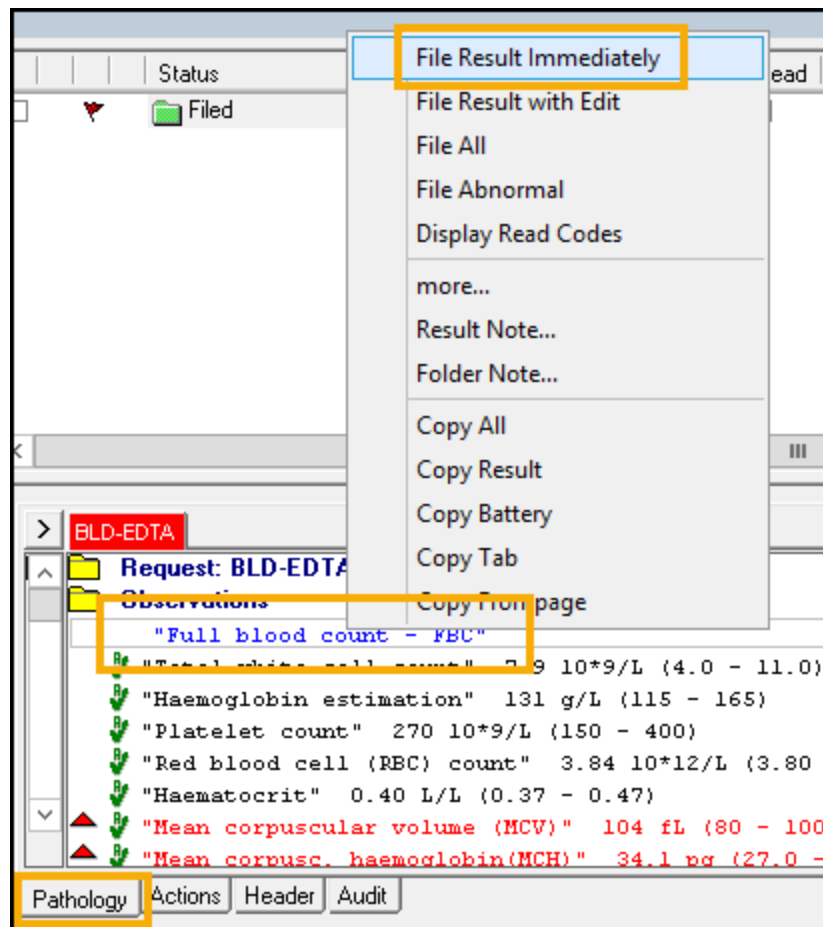

Training Tip - The **Type** description may differ in your local area and there may be more than one result tab, so you may need to view each tab to find the result that contains the FBC.
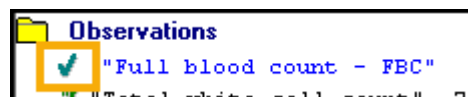
View the result in the bottom pane.

Filing the Full Blood Count (FBC) Header into the Patient's Record

Some laboratories send results with an FBC header, which does not automatically file. To file the FBC header into the patient record from **Mail Manager**:

1. Locate the result, see **Search for a specific patient's test results** on page **3** if required.

2. From the **Pathology** tab in the bottom pane, right click on the blue header that contains the **422..00 Full Blood Count – FBC** entry and select **File Result Immediately**:

A green tick now displays alongside the header line:

💡 **Training Tip** – You may want to check the patient record to ensure the entry is filed correctly, select **ConMgr** to open the patient's record.

Archived Test Results

If you cannot find the result you are looking for, it may have been archived.

To find, reinstate and then file the FBC header:

Search for a specific patient's test results

The **Individual Patient** tab displays all messages for a specified patient. To find and display the messages of an individual patient:

1. From **Mail Manager**, select **Find** ![Find icon] from the toolbar and select the patient in the usual way.

2. The results for the selected patient display in the right hand pane.
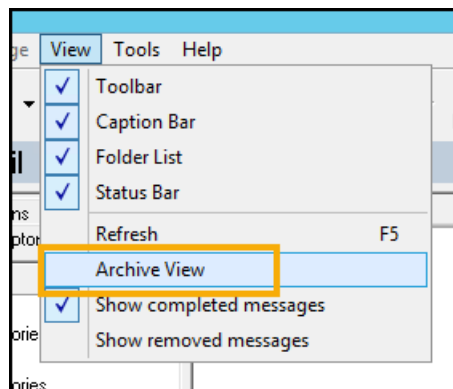
> 💡 **Training Tip** - The **Type** description may differ in your local area and there may be more than one result tab, so you may need to view each tab to find the result that contains the FBC header.
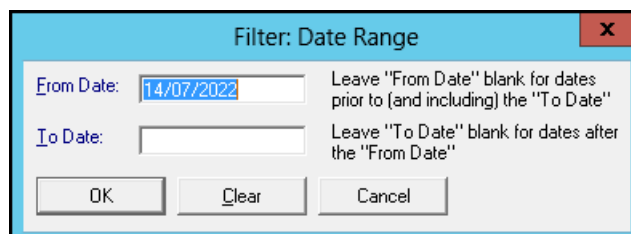
Archive Mode

To switch to the **Archive View**:

1. From **Mail Manager** – **View**, select **Archive View**:

2. The **Filter: Date Range** screen displays. Select a suitable date range:

3. Select **OK** to apply.

4. File the result as per **Filing the Full Blood Count (FBC) Header** into the Patient's Record on page **4**.

Alternatively, you can manually add the 424.. Read Code with the correct date of the result directly into the patient record.