



Pacific Knowledge Systems

RippleDown User Guide: Data Entry Auditor

This document focuses on the options and tasks available to Data Entry Auditors and how to utilize these tools.

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Intended Use

The PKS Software is intended to be used purely as a decision support system that provides complementary reports for patient data to qualified individuals based upon established rules set up by relevant trained customer domain experts (hereafter referred to as "domain experts").

The PKS Software generates and collates comments into a patient centric report or workflow action based on rules created and maintained by domain experts. The PKS software presents all first-of-a-kind reports for review, modification (if applicable) and approval by the domain expert prior to release to clinicians or other individuals. Beyond this, the domain expert may automate the release of none, some or all identical reports. However, since a report may be generated and automatically approved for a case for which the domain expert has not previously considered, it is intended that the domain expert regularly review a representative sample of all output types.

It is intended that the clinicians receiving reports against patient results will consider the report in conjunction with all current and previous patient history and apply their own judgement when determining patient management. It is intended that the clinician does not rely on the existence of a report for the management of a patient.

The PKS software in itself does not provide automated diagnosis or treatment-making functions, or have the capability to control, in any way, the performance of a device or to treat or diagnose any disease.

All numeric fields present in the RippleDown applications use "." as the decimal place separator irrespective of the language/locale set on the host computer or CDS clients.



If the locale of the data source has a different decimal representation (for example ","), the data source or an intermediate integration engine will need to transform the number to a decimal point format.

Numerical fields returned as variables in reports will also use "." as the decimal separator irrespective of the language /locale set on the host computer or CDS clients. The Knowledge Builder may use derived attributes to return alternatively formatted values.

It is the responsibility of the licensee to use the product in accordance with its intended use. In support of this, it is recommended domain experts include a statement consistent with the following on all reports.



“This report has been generated using clinical decision support software. This report is intended to provide adjunctive information only and should not replace clinical judgement.

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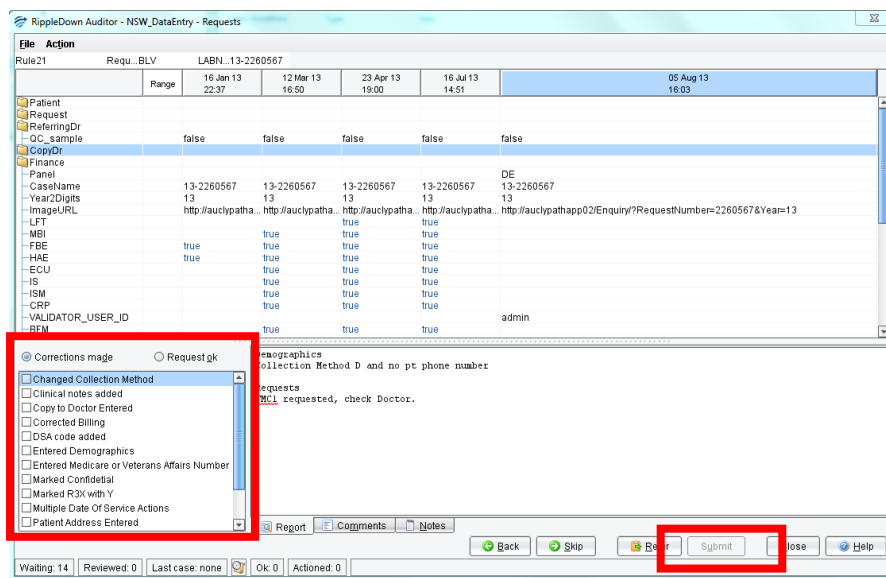
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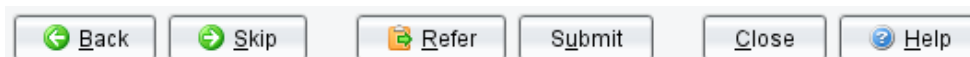
RippleDown Data Entry Auditor

The Data Entry Auditor is a component of RippleDown used for reviewing cases that have been flagged with a potential error. When reviewing cases in the Case Viewer, users are able to record actions against a flagged case. After login, a user can select a queue that is available to them and begin to audit. Flagged cases will be presented in a nominated order to be reviewed by the user and marked as an error or as OK.

1. The Case Viewer has a button called 'Submit'. This button is disabled by default.
2. The Case Viewer also has the actions list for the corrections made to an episode in the bottom left hand side of the screen as indicated below.



3. Upon selecting the appropriate action(s) from the list of actions or by selecting the "Request OK" radio button, the Submit button is enabled
4. The options in the toolbar located at the bottom of the screen are described below:



Functions:

Back	Use this button to go back to cases you had previously skipped, approved, referred or deleted. You will be able to add further actions if required.
Skip	Use this if you are not able to address this case at the moment. This option is commonly used when the scanned image is not yet available to you.
Refer	Use this to refer the case to another person. You may also add a note or email with a reason for the referral. The case will be then removed from this queue and placed in queue for the referred user.

Submit – Corrections Made

Corrections made Request ok

- Changed Collection Method
- Clinical notes added
- Copy to Doctor Entered
- Corrected Billing
- DSA code added
- Entered Demographics
- Entered Medicare or Veterans Affairs Number
- Marked Confidential
- Marked R3X with Y
- Multiple Date Of Service Actions
- Patient Address Entered

This is used to record any action taken to fix the case. Choose an appropriate action from the list and click the tick box beside the action. You are able to add multiple actions if appropriate. Once at least one action is selected, the Submit button will become available. Click on Submit to record the action for the case.

Submit - Request OK

Corrections made Request ok

- Changed Collection Method
- Clinical notes added
- Copy to Doctor Entered
- Corrected Billing
- DSA code added
- Entered Demographics
- Entered Medicare or Veterans Affairs Number
- Marked Confidential
- Marked R3X with Y
- Multiple Date Of Service Actions
- Patient Address Entered

This button is used if there are no corrections required. Once the radio button “Request ok” is selected, the submit button will become available. The case will be deleted from the system and the next case shown.

Close

Use this to close the Case Viewer and go back to the list of queues.

Help

Used to access the RippleDown online help facility.

5. The most commonly used actions for each queue will be positioned at the top of the actions list.
6. New actions are added to the list through the Knowledge Builder in the Edit, Auditor Actions menu.