



# Pacific Knowledge Systems

## RippleDown User Guide: Data Entry Auditor v 8.1

*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, when used as a medical device, 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.



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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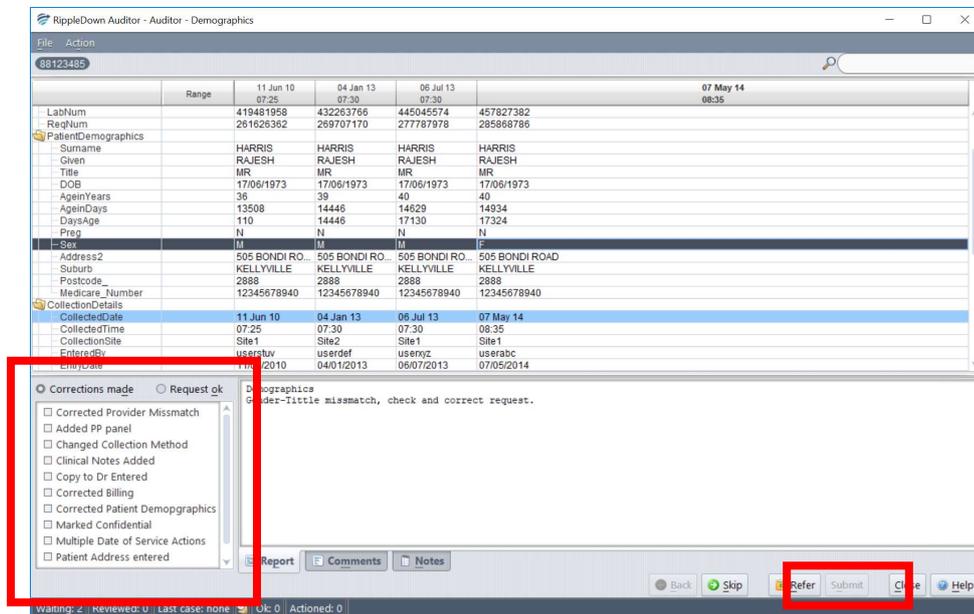
RippleDown is distributed by Abbott Laboratories as AlinIQ CDS

RippleDown is distributed by Philips Healthcare as LABOSYS CDS

## 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 Data Entry Auditor Case Viewer, users can 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.

- The Case Viewer has a button called 'Submit'. This button is disabled by default.
- 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.

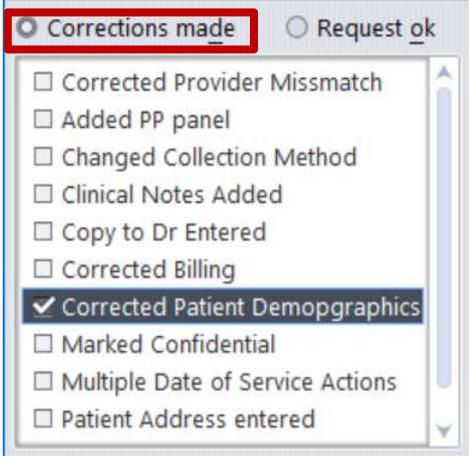
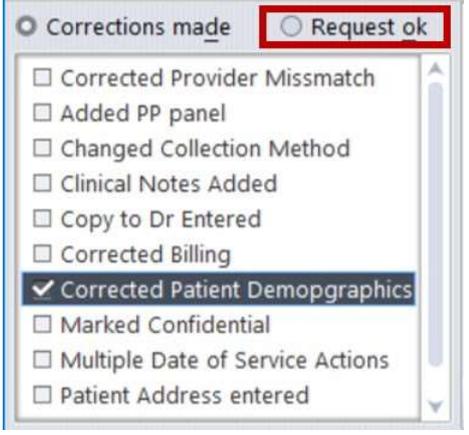


- Upon selecting the appropriate action(s) from the list of actions or by selecting the "Request OK" radio button, the Submit button becomes enabled
- The options in the toolbar located at the bottom of the screen are described below:

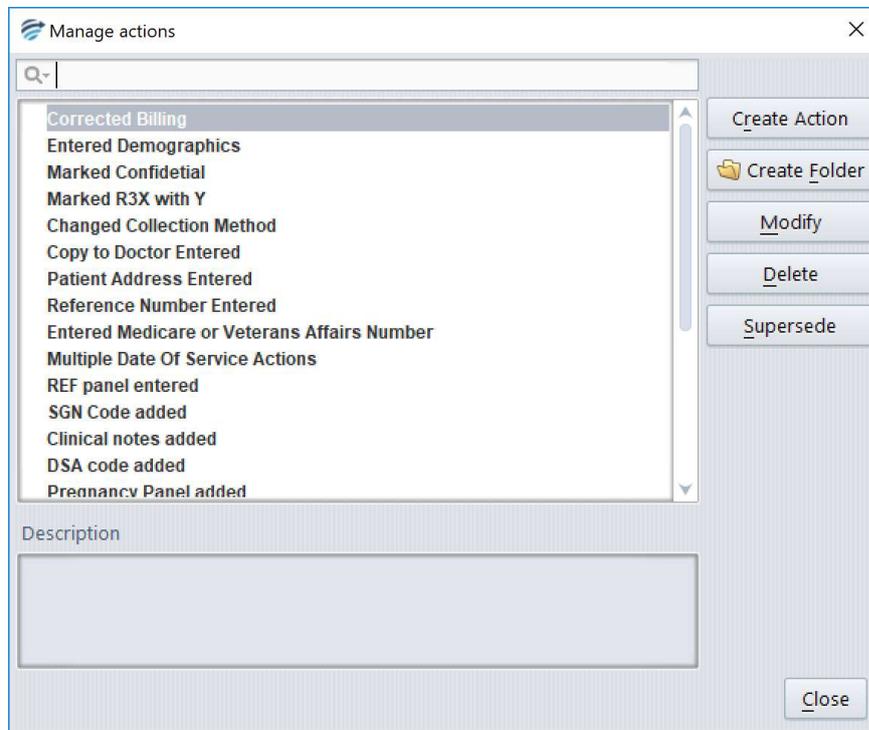


### Functions:

<b>Back</b>	Use this button to go back to cases that had previously been skipped, approved, referred or deleted. The addition of further actions is possible if required.
<b>Skip</b>	Use this if the case cannot be addressed at the moment. This option is commonly used when the scanned image is not yet available.

<b>Refer</b>	Use this to refer the case to another user. A note may be added and/or an email sent if required. The case will be then removed from this queue and placed in the queue for the referred user.
<b>Submit – Corrections Made</b>	 <p>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 can add multiple actions if required. Once at least one action is selected, the Submit button will become enabled. Click on Submit to record the action/s taken for the case.</p>
<b>Submit - Request OK</b>	 <p>This is used if no corrections are required. Once the radio button “Request ok” is selected, the submit button will become available. The case will be deleted from the queue and the next case will be shown.</p>
<b>Close</b>	This is used to close the Data Entry Case Viewer and go back to the list of queues.
<b>Help</b>	This is used to access the RippleDown online help facility.

- The most commonly used actions for each queue will be positioned at the top of the actions list.
- New actions are added to the list through the Knowledge Builder in the [Edit | Auditor Actions](#) menu or from the Date Entry Auditor [Action | Manage Actions](#) menu



- If a case has an interpretation which requires modification, the Data Entry Auditor has the option to send the case back to the Knowledge Builder for refinement. Cases are sent to the Knowledge Builder through the [Action | Send to project](#) menu.

