

How to complete case follow up when Panorama Inaccessible

There are several circumstances when Panorama may be inaccessible to users doing ND case follow up

- Scheduled downtime
- Unscheduled downtime
- Unable to access Panorama due to constraints of location. Example: Clients that are incarcerated or seen at a mobile clinic

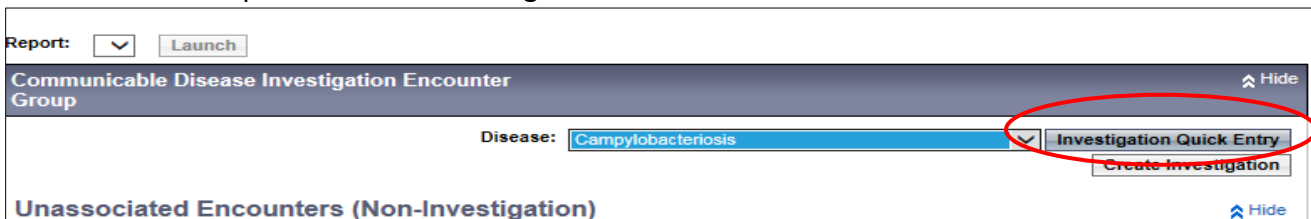
Panorama Downtime- Unscheduled

Enter UAT and search in name field for **Downtime**(last name) **Client**(first name)

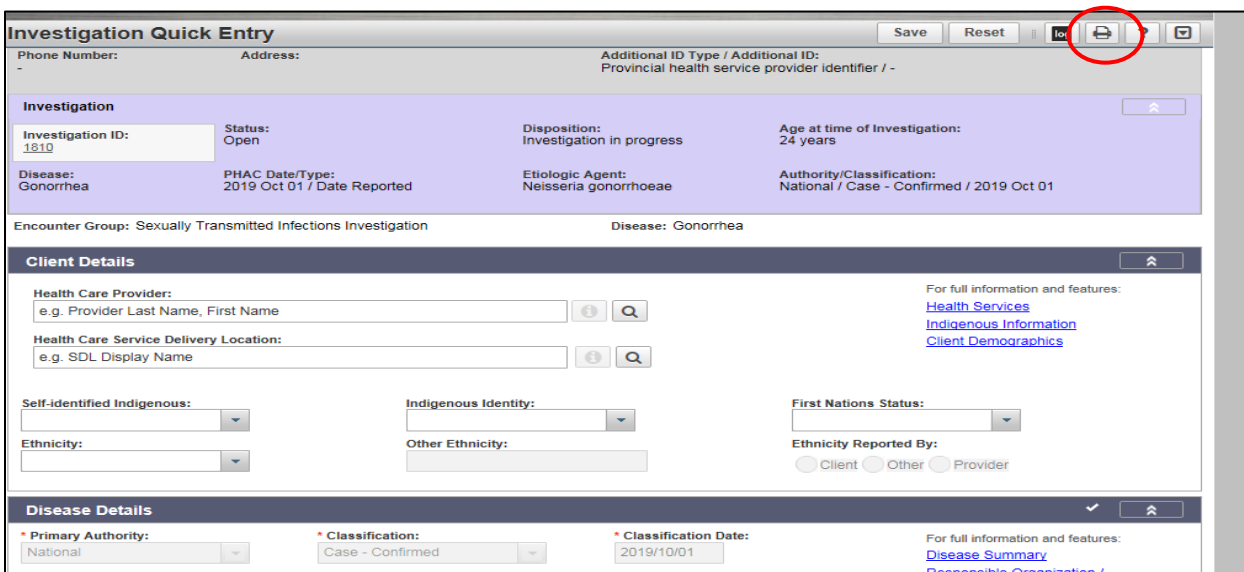
Link For UAT Copy and paste this link into your browser if you do not have UAT link saved

<https://mutvrp01.panorama.novascotia.ca/SecurityWeb/Portal>

With client in context enter disease and click Investigation Quick Entry. ONLY follow these steps in UAT. DO NOT followed this process when entering cases in Production environment.



When the Investigation Quick Entry screen is displaying click the print button at the top of the page



This will print a document with all the information from the Quick Entry screen that you can use as a tool to complete case follow up.



Panorama Tips & Tricks #33 IOM-Downtime ND Disease Follow up



Panorama may be inaccessible for a number of reasons. In some instances you may be able to plan for ND follow up

- **Follow up completed in area where laptop is prohibited ex jail**
- **Follow up started and a planned downtime will happen before you are able to reach the client(s)**
 - Create the case on the clients Panorama file entering information under the Disease Summary and then navigate to the Quick Entry Screen.
 - Click the print screen at the top of this page (as shown above).

In both scenarios this allows you to then print off all of information that shows on the Quick Entry Screen. You can then record your answers on this document.

NOTE:

- Once you are able to access Panorama all information must to be entered into Panorama and the Quick Entry Screen papers are to be **shredded**. Panorama is your source of legal nursing documentation so this must be completed as soon as Panorama is accessible or upon return to your office if follow up being done away from a laptop. Additionally, timely entry of information in Panorama allows for accurate surveillance activities.

Exception: Progress Notes

If there is a Panorama downtime and Progress Notes have been recorded these can be uploaded under context documents and a note entered under Panorama clinical notes indicating

Case follow up was completed during a Panorama downtime. Progress notes have been uploaded under Context Documents

- ***Under no circumstances is the documentation that is generated when you print the Quick Entry Screen to be uploaded into Panorama. This is not a legal documentation of case follow up, and does not meet the standards for nursing documentation and will not enable accurate surveillance activities.***