one:carepath

One:carepath Care Plan Template EMR Import Instructions

Developing a patient care plan is a primary tool for the **one:care**path pilot project. The project team has worked with each of the 5 conformed primary care EMR vendors in Alberta and created a template that is now available either via email or directly from the EMR vendor libraries. This template has been revised and improved upon with the help of physician advisors, patient advisors and specialists in various areas including Advance Care Planning (ACP). As you embark on the **one:care**path project, follow the template import instructions to ensure that you have everything you need to begin creating care plans.

Template name - **one:care**path Care Plan
Please ensure removal of all previous versions of care plan templates from the EMR library of your clinic to avoid confusion.

Make sure to review the template instructions specific to this EMR. Every EMR template is a bit different and fields mapped can look different depending on the EMR and sometimes can look different clinic to clinic based on how data is entered. If you don't have a Superuser in your clinic, reach out to your vendor if you have any difficulty importing or using your template.

How to add the care plan template to Accuro EMR

The forms package is published in the Accuro cloud. Add it to your form list in whichever category your clinic uses for care plans.

1. On the bottom left-hand corner click on the red target. Select "Tools" and then select "Form Editor".
2. From the "Tools" tab left upper corner of the form editor choose "Publish/Download"
3. Search for "**one:care**path care plan" or you can search by publisher "Erin.Hay" and click "Download"
4. Go back to Form Editor and unclick "Under Construction" and "Save"
5. Form is now ready to use. Exit out of the Form Editor. Go to "encounter notes" to access.

Using the one:carepath Care Plan Template

The notes below are important configuration notes. There are modifications you may need to do in terms of how and where the information populates. Your clinic may have data entry practices that may require you to adjust these configurations.

1. The primary care provider has been linked to the "Office Provider" information from Patient Demographics. This means it will populate whomever is listed in the office provider field on demographics, NOT the provider completing the form (if they are different people).
2. The Emergency contact field is set as a text field. This could be swapped for an auto-fill field depending on clinic data protocols. E.g. if clinic is using 'Next of Kin' field in Demographics, they could use that to auto populate on the form.
3. Who is in your health care team – currently set as free type text fields. Could be replaced if you are collecting team member info elsewhere in the EMR. E.g. special fields in demographics, other Accuro forms where that data may live. You could change these fields to auto populate if the clinic has a process to collect and store that data elsewhere in the EMR.
4. All fields have been named and tagged – if the clinic desires to report on any of the values from the form, they will need to make the form reportable and enable the desired fields for reporting. This form is not currently configured to be reportable.
5. "Today's date" is not a free text box. It will default to the current date.

Please contact your vendor if you require any assistance loading this template into your EMR.