AF Screening Tools Instructions for Importing and Activating

1	Ensure that the protocol and template are saved somewhere accessible. ou can request the AF screening tool template by emailing <u>info@yhahsn.com</u> .
2	In SystmOne navigate to Setup> Data Entry> New template maintenance.
3	Click import template and navigate to saved template.
4	Click Select and then Yes/OK to any questions asked.
5	Find template in "Unpublished templates" (at bottom of left hand templates list).
6	Right click on template and click "Publish", click "Yes".
7	Select "Publish locally", click "Yes".
8	Navigate to Setup > Workflow Support > Protocols.
8	Click "Import Protocol" and navigate to the saved protocol.
10	 When the protocol is open, click on the Triggers tab and decide when you want this protocol to trigger. We would advise: Allow the protocol to be launched automatically Trigger the protocol 'Patient Record Retrieve' Restrict triggering to specific staff roles (include GPs, Pharmacists, Nurses, HCAs) See Figure 1 overleaf
11	In Design tab double click on the Action box in the protocol design.
12	Search "AHSN", select template, click "OK".
13	Click "OK" to all prompts and then click "OK" to save.
14	Find "Unpublished Protocol" in the left hand menu.
15	Select "Publish Protocol" from the top ribbon, click "Yes".
16	Click "Publish locally" - "OK" - "Yes".
17	When the protocol is triggered on a patient, the following will appear. See figure 2 overleaf.
18	Clicking "Continue to recording template" will display the following data entry template. See figure 3 overleaf.



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Figure 1

Figure 2	2
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