Sunrise Acute Care (SAC)

Module 1
New Provider Basic Course
Sunrise Acute Care Training

Consists of 5 modules

To gain access to Acute Care you will need to:

• Complete all 5 modules
• Pass the Acute Care exam
  ▪ Provide medical staff services with a copy of the exam
  ▪ Once the online computer training and exam is completed, you may attend an instructor led course offered every month. Contact the Medical Staff Services office to request attending.
Objectives

• Describe the benefits of a electronic medical record (EMR)

• Demonstrate logon and logoff procedures

• Explain basic functions, concepts and terms
Benefits of using a Electronic Medical Record (EMR)

- Orders are transmitted directly to the receiving department so work can begin without delay.
- Removes the risk of error(s) from a user transcribing the order from paper into the system.
- Multiple users can access current information from computers anywhere in the organization and remotely from home or office(s).
User ID and Password

- Medical Staff services will issue you an alpha/numeric user ID
- Your first password is Dekalb1
- You will be prompted to create a unique password which needs to be at least 6 characters long.
- Your User ID now becomes your electronic signature to all you do in the chart.
- **DO NOT SHARE YOUR PASSWORD!**
- You will be prompted to change your password every 180 days.
- If you forget your password, call 404-501-5757 and the help desk will assist you.
• Locate the Acute Care (Sunrise Gateway) icon
• Double click
• Enter username
• Enter password
• Click “Login”
When you first log in, you will have some of the above icons available.

Icons can be added or deleted from your toolbar based on how you function.

The icons enable the Provider to access different applications within acute care quickly.
# Most used icons

<table>
<thead>
<tr>
<th>Icon</th>
<th>Description</th>
<th>Icon</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td><img src="image" alt="Find Visit" /></td>
<td>Searches for a single visit (using the Patient and Visit ID) or for visits for multiple patients</td>
<td><img src="image" alt="Add Care Provider" /></td>
<td>Allow a provider to add self or others consulting as a care provider</td>
</tr>
<tr>
<td><img src="image" alt="Find Patient" /></td>
<td>Searches for a patient by ID, name, or birth date, and accesses a list of visits for the selected patient</td>
<td><img src="image" alt="Task Viewer" /></td>
<td>Allows the provider to view the electronic medication administration record (eMAR)</td>
</tr>
<tr>
<td><img src="image" alt="Enter Order" /></td>
<td>Used to enter orders for the selected patient</td>
<td><img src="image" alt="Prescription Writer" /></td>
<td>Allows the provider to add home medications and ePrescribe meds at discharge</td>
</tr>
<tr>
<td><img src="image" alt="Signature Manager" /></td>
<td>Allows the provider to sign off on verbal orders and other documents while in acute care</td>
<td><img src="image" alt="Previous Patient" /></td>
<td>Allows the provider to move from patient to patient on the patient list</td>
</tr>
<tr>
<td><img src="image" alt="Print Reports" /></td>
<td>Allows the provider to print patient lists and reports such as medication reconciliation</td>
<td><img src="image" alt="Pt. Problems" /></td>
<td>Allows the user to add active and chronic diagnoses. The added diagnoses can be used for billing</td>
</tr>
</tbody>
</table>
The patient header

- The patient header displays key information such as the patient name, MR#/Visit#, age, DOB, gender, allergies and admitting physician for the selected patient.
Chart Tabs

- The electronic chart has tabs like the paper chart
- The tabs are used to categorize similar information
The Orders Tab

- Displays all submitted orders
- The provider can use filters to show only active orders
The Results Tab

- Displays all lab results, imaging results, and cardiology results.
- Red flags indicate abnormal results, yellow flags indicate a result without any abnormal values.
Patient Info Tab

- Displays all patient visits along with patient demographics, phone number, and insurance information.
- Also displays contact information for care providers.
The Documents Tab

- Displays documents dictated by Physicians including H&Ps and consults
- Also displays documents created by nursing and rehab.
The Flowsheet Tab

- Displays patient data such as vital signs, blood sugar checks, intake and output and drips
- The side scroll bar can be used to see additional flowsheets
The Clinical Summary

- Displays multiple data items for a 24 hour period
- There are multiple views depending on the department
The Clinical Data Viewer

- Displays views of patient data for 24/48/72 hour timeframes
- Lends itself to some manipulation by providers
- These views are configured according to specifications provided by certain Providers
Logging Off the system

- When logging out, it is important to use the logoff button.

- When the logoff button is not used to exit the application, the servers may become overloaded and lead to slowing down the system.
Demo

- The next slides will demonstrate the basics of navigation through the chart