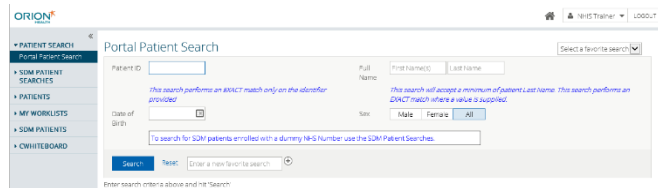


ORION - SOCIAL / HEALTH REFERRALS QUICK REFERENCE GUIDE V2

The **Social / Health Referrals** form was previously known as the **NHS Continuing Care Needs Checklist**. It is an electronic form used if the nurse identifies a healthcare need. It refers the patient for social care or for Funded Nursing Care. It contains the 'Section 2' and the Checklist.

SEARCH FOR A PATIENT

Once logged in to Orion Health, you will be taken to the **Portal Patient Search** screen of the navigation panel.



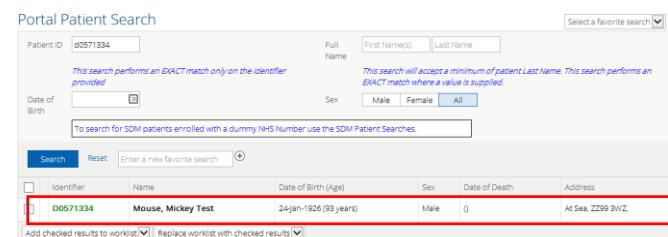
Enter either NHS number or D number into the **Identifier** box and click **Search**.

Note: You can also search for the patient by entering any single/multiple demographic criteria.

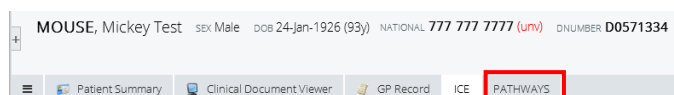
If a patient's NHS number is unverified, the patient record will not be returned, however a D Number or patient demographic search will provide patient details.

The **SDM PATIENT SEARCHES > SDM Patient Search** option will return patients with enrolled pathways and must be used for patients enrolled with dummy NHS numbers.

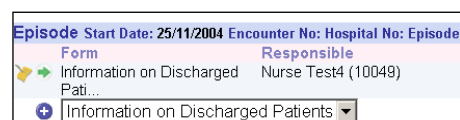
Select the patient to view their details.



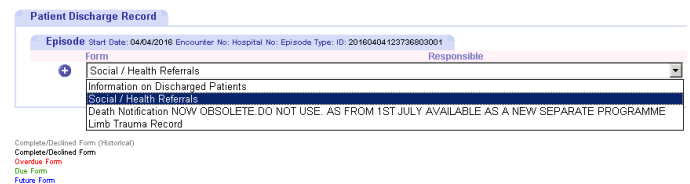
To access the patient's enrolled programmes, select **PATHWAYS > Full Task List**



The patient's **Full Task List** is displayed listing all the programmes they are enrolled on to in alphabetical order. Scroll to **Patient Discharge Record**:





From the drop-down menu select the '**Social / Health Referrals**', task and click the blue plus button to add the record.



Please be aware due to the new form format, when opening any previously completed forms you will now be forced to update and complete all new mandatory fields.

THE SOCIAL / HEALTH REFERRALS FORM

The NEW form now contains a majority of mandatory fields that must be completed to enable continuation and completion of the referral. Mandatory fields are indicated with a red asterisk *

When completing data entry, please ensure you use the standard Orion functionality for searching for an item , adding a date  etc.

SECTION 2 IS NOW REQUIRED FOR ALL REFERRALS

For all referrals, complete the 4 sections titled **Patient / Referrals Details, Section 2 Form, Contact Record and Accommodation**.

Note that the **Predicted Discharge Date** must be at least 48 hours after the referral date.



Important Note; The Rationale has now changed and is separated into two free text data items. At the bottom of the form you will have to indicate whether a checklist is required.



Social Care Required:

- Select **No** against the question – '**Is a NHS Continuing Healthcare Checklist Required for this Patient?**'
- On completion, Social Services will be emailed the referral

ORION - SOCIAL / HEALTH REFERRALS QUICK REFERENCE GUIDE V2

Funded Nursing Care Required:

- Select **Yes** against the question – ‘Is a NHS Continuing Healthcare Checklist Required for this Patient?’
- The Checklist is opened for completion

COMPLETE THE CHECKLIST

Ensure all care domains are completed appropriately. Hover over each domain, **A**, **B** or **C** for more detail.

Behaviour* C B

C

No evidence of 'challenging' behaviour OR some incidents of 'challenging behaviour'. A risk assessment indicates that the behaviour does not pose a risk to self or others or a barrier to intervention. The person is compliant with all aspects of their care.

Completion of each domain will automatically calculate the Assessment Score.

Assessment Score Total A = 2 Total B = 3 Total C = 2
(hover over for explanation)

RECOMMENDATION INDICATED BY THE CHECKLIST

If you consider continuing care is necessary, select either ‘Referral for full consideration for NHS Continuing Healthcare is necessary’ or ‘Referral for a Health Needs Assessment for Funded Nursing Care is necessary’

Recommendation indicated by the Checklist: (please hover over the guidelines below*)

- Referral for full consideration for NHS Continuing Healthcare is necessary
- Referral for a Health Needs Assessment for Funded Nursing Care is necessary
- Social care assessment required (NEGATIVE CHECKLISTS DO NOT REQUIRE COMPLETION)
- No referral for full consideration for NHS Continuing Healthcare or Funded Nursing Care is necessary - (THIS IS NOW OBSOLETE - PLEASE DO NOT USE)

Please note the ‘Social care assessment required’ option and the ‘No referral for full consideration for NHS Continuing Healthcare or Funded Nursing Care is necessary’ are now both **OBSOLETE AND SHOULD NOT BE USED**.

SAVE THE FORM

Ensure all data is complete before clicking the **Complete** button to save the form.

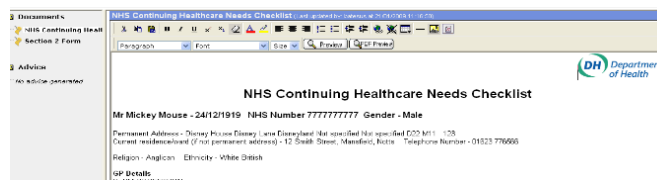
PRINT THE CHECKLIST & SECTION 2 FORM

Where applicable **Print two copies of the NHS Continuing Healthcare Checklist: one to be filed in the patient notes, one to be given to the patient. One copy of the Section 2 Form needs to be printed to be filed in the patient notes with the Checklist. It is recommended that a copy of the Department of Health ‘NHS Continuing Healthcare and NHS-Funded Nursing Care’ leaflet be given to the patient.**

Locate the Patient Discharge Record. To the right of the appropriate form click on the letter icon:

Form	Responsible	Due	Last Edited	Status
Information on Discharged Pati...	Trainer Account1 (18201)	27/07/2016	15/08/2016	Completed
Limb Trauma Record		03/08/2016		Overdue
Social / Health Referrals		30/08/2016		Due

This will take you to the **Documents View** as displayed below:



NHS Continuing Healthcare Needs Checklist

Mr Mickey Mouse - 24/12/1919 NHS Number 777777777 Gender - Male

Permanent Address - Thorpe House (Care) Lane (Elevated) Not specified Not specified E20 8P1 128
Current residential (if not permanent address) - 12 South Street, Mansfield, Nottingham Telephone Number - 01523 776666

Religion - Anglican Ethnicity - White British

GP Details for MR MOULDER, JON

Select the appropriate letter from the list, **NHS Continuing Healthcare Needs Checklist** or **Section 2 Form**. Click on the **PDF Print** button to ensure the documents are printed in the correct format.

DO NOT ADD OR AMEND ANYTHING TO THE DOCUMENTS AT THIS POINT.

Back **Print**
PDF Print

Click on the **PDF Print** icon and click **OK**.

CONTACT

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