

## **What Is Changing**

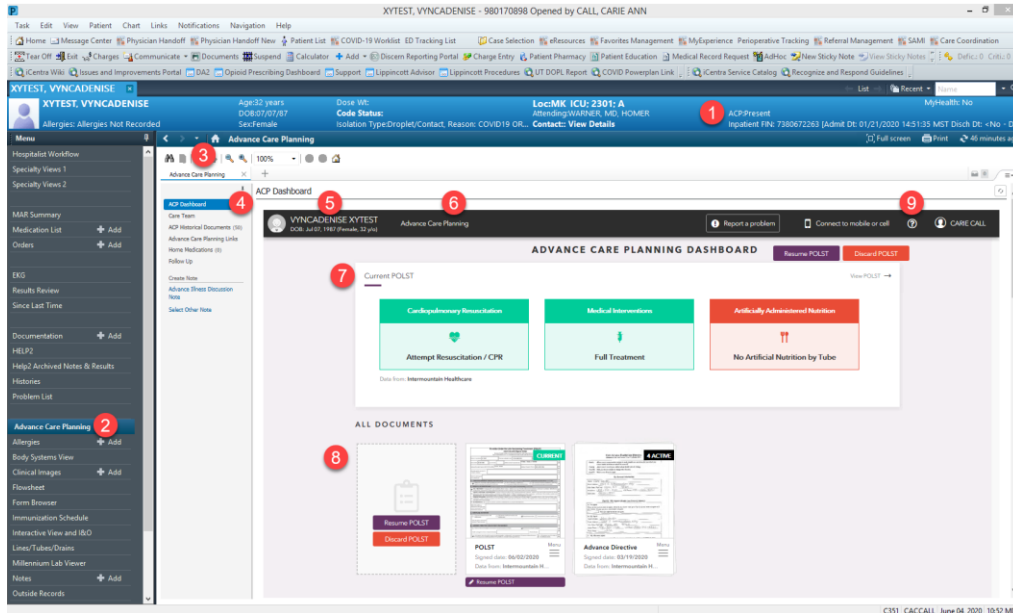
Intermountain has created a new centralized process to help caregivers know, share, and honor the healthcare wishes of the patients we serve. The Advance Care Planning (ACP) Dashboard is a third-party storage and retrieval system for all ACP documents stored in iCentra. The dashboard provides all caregivers with a single easy way to locate documents in the patient record and allows electronic creation of the UT - Provider Order of Life Sustaining Treatment Orders (POLST) and ID - Physician Orders for Scope of Treatment (POST).

## **Why It Is Changing**

To provide all caregivers with an easy and reliable way to create, locate and share ACP documents across the system while finding a simple way to quickly know if a patient has a document on file.

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# Advance Care Planning Dashboard Layout



1. Banner Bar Advance Care Planning Document Indicator – **Look Here First**
2. Advance Care Planning on Table of Contents
3. Advance Care Planning Mpage
4. Advance Care Planning Dashboard – primary view that shows the summary of patient’s advance care plan
5. Advance Care Planning Banner Bar – shows patient demographics along with other helpful links
6. Advance Care Planning Home Link – quick link to home dashboard view
7. Polst/Post Summary View Area – displays actionable items, clicking on this area will open current Polst
  - a. Color coding is an indication of the patient's desired level of intervention in the specified treatment area. This pertains to ePOLST/POST only.
    - Green=Full interventions
    - Yellow=Limited interventions
    - Red=No interventions
8. All Documents Area – shows all documents, grouped together depending on type, with the thumbnail for the active document being displayed.
9. “?” – Quick link to Advance Care Planning iCentra Wiki

## Roles and Privileges

Depending on your role (Viewer, Preparer, Signer, Uploader) in the system, you can perform one or more of the following actions (see the table below) for a breakdown of actions allowed by role:

	Viewer	Preparer	Signer	Uploader
View current and prior ACP documents and related documents	X	X	X	X
Create new ePOLSTs/ePOSTs through preparer's signature		X	X	
Sign, Void and Submit ePOLSTs/ePOSTs to Registry			X	
Upload and Void/Remove all APC documents and other related documents				X

### Viewer – Most Caregivers

As a viewer, you only have access to view ACP documents both Advance Directives and POLST/POST and other related documents. You do not have permission to create, remove or upload ACP Documents.

### Preparers - Care Managers, Social Workers, some Nursing caregivers, Providers and APPs

As a preparer, you have the ability to create and resume POLST/POST. However, you do not have the ability to sign, void and submit to registry the POLST/POST. The form will need to be passed to a provider with signing privileges to complete and make valid.

### Signer - Providers and APPs

As a signer, you have the ability to create, resume and complete an electronic POLST/POST. You will also have the ability to void POLST/POST according to your patient's wishes.

### Uploader - Health Information Management (HIM)

As an uploader, you have the ability to upload paper ACP documents and other related documents. You also have the ability to void/remove uploaded documents as requested.

## Contacts

**iCentra Users:** Contact your local CTIS Adoption and Support Analyst or call x-3456 option 2.

**Care Transformation Caregivers:** [Carie Call](#), Clinical Informatics Analyst