

Reporting Occurrences: RISKplus/W

Incident Wizard

The **New Incident Wizard** will guide you thru submission of an occurrence

1. You select the type of person the occurrence happened to

NOTE: You now have the ability to select *Nobody* as the person type, if the occurrence does not involve a person

2. You'll search to see if the person already exists in the system, either:

- Select the person's name from the list by *clicking* on it, then *click* the Begin Entering Incident button
- If the person's name does not appear in the list, *click* on Add New Person, complete the **Royal Blue** fields, and then click the Begin Entering Incident button

RISKplus/W Help
Logged In User: RISK Logout Cancel

New Incident Entry - Enter Patient

Please enter the Patient.

Please enter what information you have on the person and click the "Begin Entering Incident" button.

MR #:

Last Name:

First Name: Middle Init:

Sex:

DOB: Age: Years Months Weeks Days

Home Phone:

Work Phone: Extension:

Patient Type:

Note About The Person:

(Notes about the incident will be entered later.)

<< Previous Begin Entering Incident

Clicking the Begin Entering Incident button will save the information entered above and allow you to start entering the information on what occurred.

Only enter notes related to the person in this box - **DO NOT ENTER** information related to the occurrence.

Click the **Begin Entering Incident** button to start the occurrence submission process.

Entering Incident Details

Incident Description - Platte Valley Medical Center - Windows Internet Explorer provided by Platte Valley Medical Center

http://pvapp/QARisk/ManageData/risk/rmEDitsIncident.aspx?baarg1=none&SN=013718&E=0>P=0&SAR=128&SO=Event_Date%20Desc&W=N&IDF=8&1

File Edit View Favorites Tools Help

ORISKplus/W

Master Lists Manage Data Output Help

Logged in User: SHARIE Logout

Incident Description

Incident #: Subject #: 01371 Subj Type: Age: Age At Incident:

What Occurred

Date Occurred: Time: Primary Service Involved:

Shift: Secondary Service(s):

Category: Sub Category: Incident Screen: Nature Of Injury: Outcome Severity: Subject Type:

Where It Occurred

Facility: Platte Valley Medical Center - PVMC Building: Hospital - HOSP Floor: NA - NA Unit: NA - NA Room: NA - NA

Medication Used:

Additional Medication(s) Used:

Brief Summary Of What Happened

255 characters max - if more space is needed, click on the Show button for unlimited text

Additional Information Show

Remember, fields like the Secondary Service(s) Involved and Medication(s) Used are now multi-select, so you can click as many as are applicable to the occurrence.

Describe what happened - give details about the occurrence.

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Brief Summary Of What Happened

Additional Information Show

Physicians

Physician: On Call Physician: House Supervisor:

Miscellaneous

Reported By Name: Engelhardt, Shari Date: 01/30/2012 Time: 12:35

Title: Dept:

Inc. Report No.: Related Incident:

Reviewer:

Related Event Subject Print Profile Copy New Delete Save Close

Remember that your name is required for submission

Questions, Issues or Concerns? Contact Shari Engelhardt (x1557)