

# MEDITECH Expanse Web – Reference Guide

## MOA

### Basic Navigation



**Return To** Click here to see a list of open screens, change between screens, or close some or all screens.

**Home** Click here to return to home page.

**Chart** After selecting a patient (highlight in green), click here to open the patient chart.

**Menu** Menu changes depending on whether you are in a patient chart or not.

**Close** Closes the current screen.

Mouse pointer turns into this pointing hand when you can interact with an area. Ex: to select or open

### Menu Options

#### Status Board Menu

Compose Message  
Manage Typicals  
Reports  
External Links  
Help

#### Patient Chart Menu Options

Clinical Data  
Compose Message  
Manage Typicals  
Chart Viewer  
External Document Viewer  
Reports  
Edit MAR  
Widget Preferences  
Workload Preferences  
Set Print Preferences  
External Links  
eHealth Viewer  
Help

#### Options from Menu - Reports

◀ Prior Menu  
PharmaNet Complete Patient Profile (14 months)  
PharmaNet Patient Profile (120 days)  
Hospitalist Inpatient Census  
Rounds List

**Note:** there are 2 PharmaNet reports available within Menu – Reports

◀ Prior Menu  
PharmaNet Complete Patient Profile (14 months)  
PharmaNet Patient Profile (120 days)

## Status Board - Navigation



The screenshot shows the Status Board interface for Royal Inland Hospital. It includes a top navigation bar with options like Return To, Home, Chart, Document, Orders, Discharge, Sign, Workload, Menu, and Close. The main area displays patient information for 'Physician Acet.mdex41, MD' and 'Rounds Patients 123'. It lists two patients: 'Omrihexp, Red Omonly' and 'sedrihexp, Sean'. Each patient entry includes their name, location, PHN, date of birth, age, sex, reason for visit, length of stay, special indicators, most responsible provider, and a comments box. A 'My Workload' section on the right lists recently accessed patient charts.

**Rounds Patients**

**Omrihexp, Red Omonly**

t KAMRIH1S

RIH2-EDCD-3 **1**

Patient name and Location

9875343128

22/05/1990 **2**

33 M

PHN, Date of Birth, Age, Birth Sex

**Testing R/O and Orde...**

186 days **3**

Reason for Visit and Length of Stay

**MOS**

Home Meds Not Updated **4**

Special Indicators, MOST designation, and additional information for Providers

**Acet.mdex41, Physician**

**5**

Most Responsible Provider, Resident, Nurse in patient care team

Family requesting meeting with MRP tomorrow **6**

Comments Box – acts like a sticky note. Items in here do not go onto the patient chart

LAB  
IMG  
DEPT  
NOTE **7**

Lab, Medical Imaging, Department or Notes. Results show bold and bold red if abnormal.

**My Workload**

**Recently Accessed**

| Name (Preferred)         | Visit Date | Close Chart |
|--------------------------|------------|-------------|
| sedrihexp, Sean          | 26/04/22   |             |
| ACERIHEXP, Michelle Only |            |             |

List of patient charts that you have recently accessed. Selecting a patient from here will open their chart.

## PATIENT CHARTS

### New Navigation – Where did it go?

**Msg/Task** 1

Patient Lists 2

Next Patient 3

Find Patient 3

Select Visits 4

Refresh EMR 5

Summary 6

Review Visit 7

Pat Msg/Task 6

Hx & Problems 8

New Results 9

Clinical Panels 10

Vital Signs 9

I & O 9

Medications 11

Laboratory 12

Microbiology 12

Blood Bank 6 & 12

Reports 13

Patient Care 14

Notes 14

Orders 15

Amb Orders 15

Mar 11

Discharge Plan 16

Document 17

Clinical Data 18

Preferences 18

Return To Home Chart Document Orders Discharge Sign Workload Menu Close

IH MD Test Preceptor Web, MD Find Patient

2 Rounds Patients 23

17 Royal Inland Hospital

15 Rounding

16 Sign Out

| Webexp-Brown, Billy Henry           |              |               |                                  |
|-------------------------------------|--------------|---------------|----------------------------------|
| KAMRIH1S                            | 987500165... | Abdominal ... | MOS - AGG - REN C2 Preceptor ... |
| RIH4-102-1                          | 17/03/1986   | 424 days      | Lowther, Max                     |
| 37 M                                |              |               |                                  |
| Home Meds Not Updated               |              |               |                                  |
| Do NOT Use For Video Training Only. |              |               |                                  |
| Unknown Data It.                    |              |               |                                  |
| LAB IMG DEPT NOTE                   |              |               |                                  |

| Labevhexp, Lori Grama                                |            |          |                                        |
|------------------------------------------------------|------------|----------|----------------------------------------|
| KAMRIH1S                                             |            | TEST AMB | CTP - AGG - CDE - ... M1 Hahn, Mere... |
| RIH4-102-2                                           | 19/10/1970 | 391 days |                                        |
| 52 F                                                 |            |          |                                        |
| Home Meds Not Updated                                |            |          |                                        |
| Used to be Text from Web Acute, now its from nursing |            |          |                                        |
| Unknown Data It.                                     |            |          |                                        |
| LAB IMG DEPT NOTE                                    |            |          |                                        |

1 My Workload

18 Recently Accessed

| Name (Preferred)          | Visit Date | Close Chart |
|---------------------------|------------|-------------|
| Webexp-Brown, Billy Henry | 11/03/22   |             |
| MANAGETRANSFER, TEST1 DNU | 03/05/23   |             |
| EDM, Train01 RIH ONLY     | 19/01/23   |             |

2 Return To Home Chart Document Orders Discharge Sign Workload Menu Close

12 Diagnostics
 13 Provider Notes
 14 Nurse/Allied Health
 11 Medications
 

8 History & Problems
 6 Administrative
 10 Other Clinical
 7 Activity
 9 Summary
 10 Flowsheets
 11 Health Mgmt
 

9 Summary
 7 Activity
 10 Flowsheets
 11 Health Mgmt

Widget data for 29/12/22 (ADM ACIN)

IH ICU Summary

Admission Weight 81.193 kg

Lab Results Last 24 Hrs

No Data to Display

5 (Adam)

18 They/Them/Their

4 Acedmexp, Testname Only

11 Acute

15 22, M · 19/12/2000

16 HCN# 9873755469

17 MRN# KA00001756

18 ADM ACIN, KAMRIHGT3N RIH3-301 -01

19 1.421kg

20 Acc# KA0003202/23

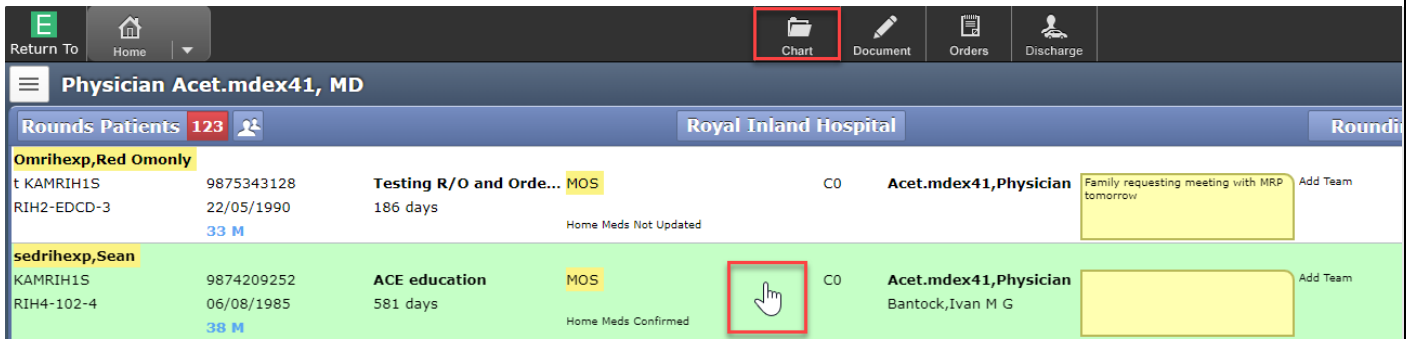
3

December 6, 2023

## PATIENT CHARTS

### Opening Chart

**Option 1:** If the patient is showing on the Status Board, click patient name to open chart, or click on a patient row to highlight, then click **Chart** icon.



Return To Home

Chart Document Orders Discharge

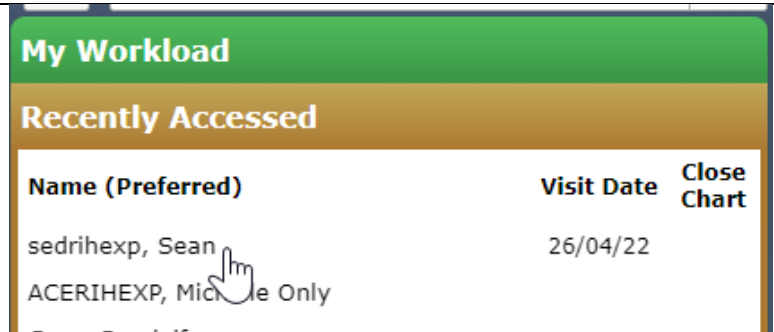
Physician Acet.mdex41, MD

Rounds Patients 123 Royal Inland Hospital

| Omrihexp, Red Omonly |            | Testing R/O and Orde... MOS |          | C0 | Acet.mdex41, Physician | Family requesting meeting with MRP tomorrow | Add Team |
|----------------------|------------|-----------------------------|----------|----|------------------------|---------------------------------------------|----------|
| KAMRIH1S             | 9875343128 | 22/05/1990                  | 186 days |    |                        |                                             |          |
| RIH2-EDCD-3          |            |                             |          |    |                        |                                             |          |
| 33 M                 |            | Home Meds Not Updated       |          |    |                        |                                             |          |

| sedrihexp, Sean |            | ACE education MOS   |          | C0 | Acet.mdex41, Physician |  | Add Team |
|-----------------|------------|---------------------|----------|----|------------------------|--|----------|
| KAMRIH1S        | 9874209252 | 06/08/1985          | 581 days |    | Bantock, Ivan M G      |  |          |
| RIH4-102-4      |            |                     |          |    |                        |  |          |
| 38 M            |            | Home Meds Confirmed |          |    |                        |  |          |

**Option 2:** If the patient is showing in Recently Accessed, click onto the patient to directly open the chart.

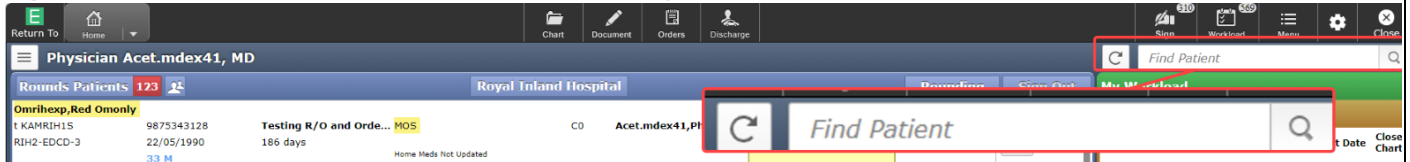


My Workload

Recently Accessed

| Name (Preferred)       | Visit Date | Close Chart |
|------------------------|------------|-------------|
| sedrihexp, Sean        | 26/04/22   |             |
| ACERIHEXP, Middle Only |            |             |

**Option 3:** Use the **Find Patient** feature to find the patient



Return To Home

Chart Document Orders Discharge

Physician Acet.mdex41, MD

Rounds Patients 123 Royal Inland Hospital

Find Patient

Find Patient

1. Enter PHN or name (format: last name, first name).
2. Select **Enter** or click the magnifying glass to start the search. An overlay will pop-up, and search options can be entered there.

**TIP:** Type in just a few characters from last and first name separated with a comm.

## NAVIGATING PATIENT CHARTS

Various icons will be displayed in the patient chart:



Collapse / Expand  
Section



Image



Show/Hide



Medical Imaging picture

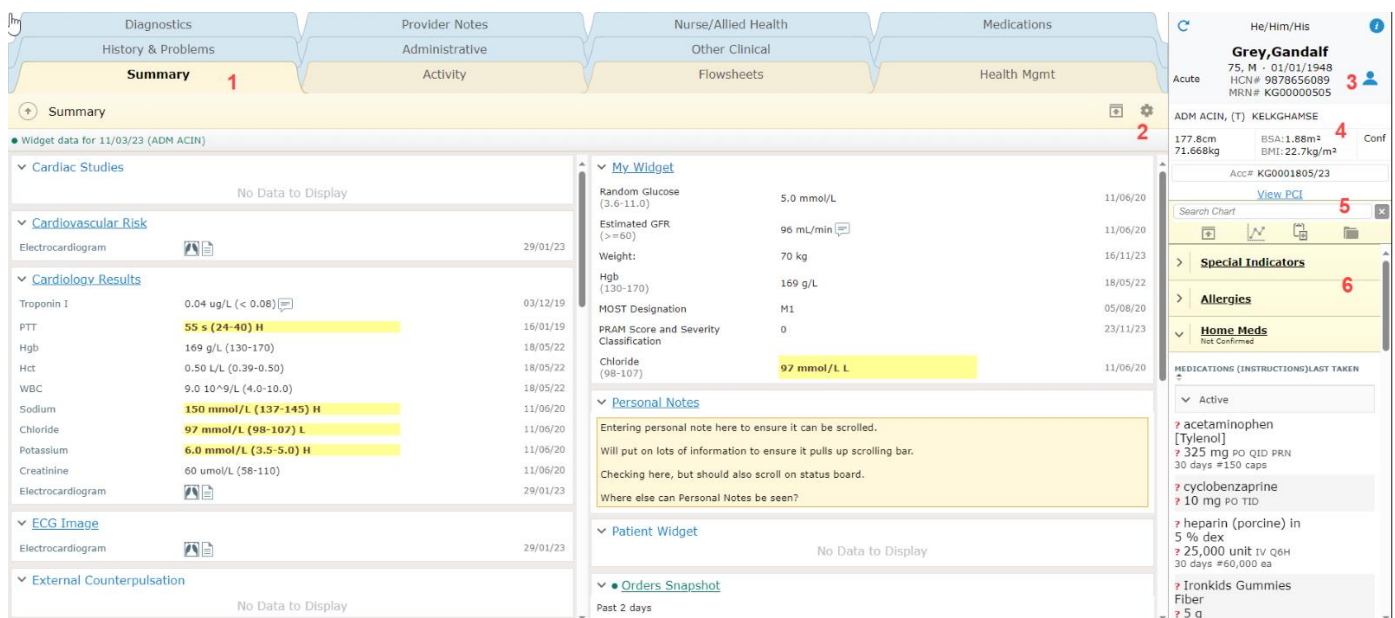
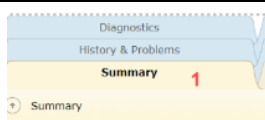


Collapse / Expand All  
Sections



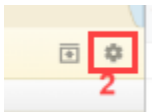
Electronic Report

### Chart

1. Tabs: The chart opens to the **Summary** tab, with key information available in Widgets. Click on other tabs to view chart information, such as:

- Diagnostics to see Labs and Medical Imaging information.
- Provider Notes to see Provider documentation.
- Nurse/Allied Health to see Clinician documentation.



2. Gear icon allows the widgets and Summary tab to be customized



3. Key patient demographic information

|                         |                            |      |
|-------------------------|----------------------------|------|
| ADM ACIN, (T) KELKHAMSE | 4                          | Conf |
| 177.8cm                 | BSA: 1.88m <sup>2</sup>    |      |
| 71.668kg                | BMI: 22.7kg/m <sup>2</sup> |      |

#### 4. Patient height/weight information

View PCT

Search Chart

5

#### 5. Ability to search information within the chart

> Special Indicators

> Allergies

> Home Meds

Not Confirmed

6

#### 6. Reference Panel

## Widgets

A widget is a small application that provides specific information. They are used on the summary tab and reference panel, and they are customizable to allow you to choose what information is front and center from the patient chart.

### My Widget

This widget allows a customized widget to be created for consistently searched for information from the chart. It brings that information to a single display. My widget will always show this information on every chart.

|                                        |             |          |
|----------------------------------------|-------------|----------|
| My Widget                              |             |          |
| Random Glucose (3.6-11.0)              | 5.0 mmol/L  | 11/06/20 |
| Estimated GFR (>=60)                   | 96 mL/min   | 11/06/20 |
| Weight:                                | 70 kg       | 16/11/23 |
| Hgb (130-170)                          | 169 g/L     | 18/05/22 |
| MOST Designation                       | M1          | 05/08/20 |
| PRAM Score and Severity Classification | 0           | 23/11/23 |
| Chloride (98-107)                      | 97 mmol/L L | 11/06/20 |

### To add information,

- Find the information you are interested in on the chart (in this example, I am looking to add PTT to My Widget. Hover over the PTT result and right click on the mouse to display options.

**Note:** My is bolded, which means you can see the information in 'My Widget', shown in the Red Box.

Cardiology Results

Troponin I

0.04 ug/L (< 0.08)

03/12/19

PTT

55 s (24-40) H

1

Hgb

169 g/L (130-170)

Hct

0.50 L/L (0.39-0.50)

WBC

9.0 10<sup>9</sup>/L (4.0-10.0)

Sodium

150 mmol/L (137-145) H

Chloride

97 mmol/L (98-107) L

Potassium

6.0 mmol/L (3.5-5.0) H

Creatinine

60 umol/L (58-110)

Electrocardiogram

ECG Image

Electrocardiogram

Add to Saved Data

Add to Chart Prep

Graph

Graph Favorites

Fetal Heart Rate - S

Dilation

Station

My Patient Widget

Random Glucose

Gamma Glutamyl Transpeptidase

Alkaline Phosphatase

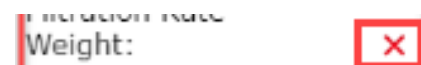
Estimated Glomerular Filtration Rate

Weight:

Hemoglobin

### To remove an item from the Widget

- Select the red X from the list of existing items, ex: remove Weight.



The Widget will always show you the last captured information. If items from your widget contain no information for that patient, it will not display, ex: Gamma Glutamyl is included in the widget, but will not display as this patient has no data for Gamma Glutamyl.

From the widget, left click on a piece of information and it will open a view of all the results or information related to the specific data item.

[My Widget](#)

|                                           |             |          |
|-------------------------------------------|-------------|----------|
| Random Glucose<br>(3.6-11.0)              | 5.0 mmol/L  | 11/06/20 |
| Estimated GFR<br>(>=60)                   | 96 mL/min   | 11/06/20 |
| Hgb<br>(130-170)                          | 169 g/L     | 18/05/22 |
| MOST Designation                          | M1          | 05/08/20 |
| PRAM Score and Severity<br>Classification | 0           | 23/11/23 |
| Chloride<br>(98-107)                      | 97 mmol/L L | 11/06/20 |
| APTT<br>(24-40)                           | 55 s H      | 16/01/19 |

## Patient Widget

The Patient Widget works similarly to My Widget but can be customized for a particular patient. This is helpful when certain labs or medical imaging tests are done repeatedly for a patient.

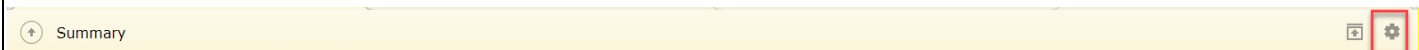
Follow the steps above, but before selecting **Widget**, click on **Patient**.

Once **Patient** is in bold, clicking **Widget** will add the item to Patient Widget.

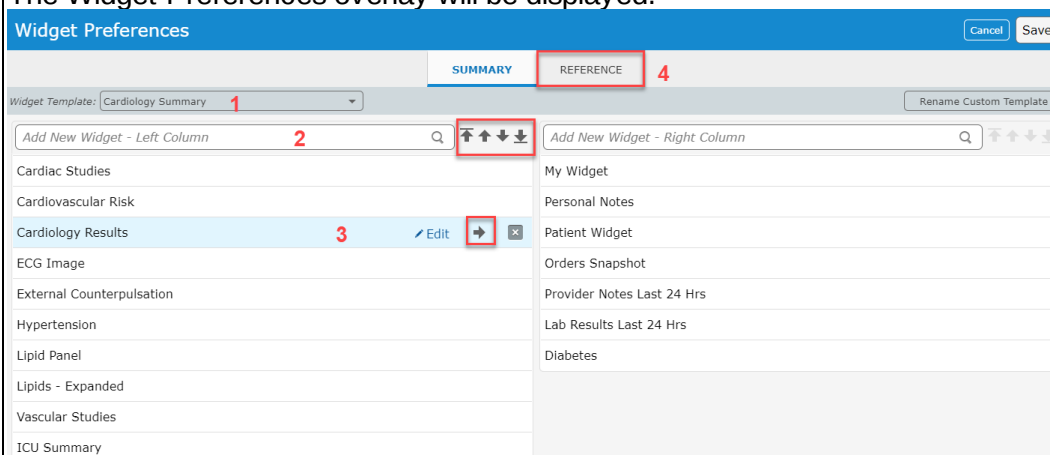


## Organizing Widgets

Widgets can be organized by clicking on the Gear icon at the right side of the Summary Tab heading.



The Widget Preferences overlay will be displayed.



1. Choose from various Widget Templates, depending on the specialty, by clicking the down arrow.
2. Search for New Widgets to add, if needed. There is a maximum of 20 widgets allowed in total
3. Highlight a widget and you can use the arrows (shows in red boxes) to move it between the left and right columns. X will remove the widget.
4. Reference tab allows you to customize the widgets that show in the Reference Panel. A lock icon will show widgets that cannot be removed.

## Checking Appointments

From within a Chart, click on the Account Number to see all Visits that have occurred or are scheduled. Note: If multiple accounts are selected, the Acc# will show 'Multiple'


He/Him/His


**Grey, Gandalf**  
 75, M - 01/01/1948  
 Acute  
 HCN# 9878656089  
 MRN# KG00000505

ADM ACIN, (T) KELKGHAMSE

177.8cm  
 71.668kg

BSA: 1.88m<sup>2</sup>  
 BMI: 22.7kg/m<sup>2</sup>

Conf

Acc# KG0001805/23

[View FCI](#)

A **checkmark** next to the visit that is currently selected. This does not impact the viewable information in the chart. It is relevant when information is added to a Patient Chart. The Type column will show future visits that have been booked.

|                                     | Reg Date | Type     | Loc        | Dis Date | Account Num  | Provider | Reason for Visit               |
|-------------------------------------|----------|----------|------------|----------|--------------|----------|--------------------------------|
| <input type="checkbox"/>            | 27/11/23 | REG CLI  | KELKGHCDCS |          | KG0001310/24 |          | Testing again                  |
| <input type="checkbox"/>            | 27/11/23 | REG RCR  | KAMRJDHNC  |          | KA0002907/24 |          | Testing                        |
| <input type="checkbox"/>            | 15/11/23 | REG ED   | PENPRHED   |          | PR0000376/24 |          | Testing Note Category displays |
| <input type="checkbox"/>            | 19/10/23 | PRE ED   | NELKLHED   |          | KL0000203/24 |          |                                |
| <input type="checkbox"/>            | 28/03/23 | REG CLI  | NELKLHEDOP |          | KL0000300/23 |          | consult                        |
| <input type="checkbox"/>            | 28/03/23 | REG CLI  | NELKLHNEU  |          | KL0000299/23 |          | consult                        |
| <input type="checkbox"/>            | 28/03/23 | REG SDC  | NELKLHDCS  |          | KL0000298/23 |          | colonoscopy                    |
| <input type="checkbox"/>            | 28/03/23 | DEP ED   | NELKLHED   | 28/04/23 | KL0000297/23 |          | Back pain                      |
| <input type="checkbox"/>            | 28/03/23 | REG RCR  | NELKLHEDOP |          | KL0000296/23 |          | consult                        |
| <input type="checkbox"/>            | 28/03/23 | REG CLI  | NELKLHEDCV |          | KL0000295/23 |          | consult                        |
| <input checked="" type="checkbox"/> | 11/03/23 | ADM ACIN | KELKGHC6W  |          | KG0001805/23 |          | Heart Problem                  |
| <input type="checkbox"/>            | 07/02/23 | ADM ACIN | KAMRJDH7NC |          | KA0003602/23 |          | heart palpitations             |

For support or assistance, contact Service Desk at 1-855-242-1300 or email servicedesk@interiorhealth.ca