



## **IMPORTANT CHANGES FOR NCIS USERS**

# An updated version of NCIS is due to be released on the 29<sup>th</sup> of September 2022.

## Here is a summary of the Important Changes:

- Cancelled Forms
- Linking an Unlinked Therapy Plan
- Administering Multiple Medication
- Height and Weight Improvement

### **CANCELLED FORMS**

# When a new form is created in NCIS.Chart it is automatically assigned the status 'in progress'

in progress						
signed	i	Save	Cancel	Back	Delete case	Clipboard

A form may be signed by a user once completed. If an update to a signed form is required, the user who signed the form (or local administrator/casemanager) may return the status to in progress for editing.

#### **Cancelling a form**

The user that created a form, may cancel it by selecting the trash can icon, which appears in the assessment overview.

A drop down list will appear in the pop-up to allow the user



to select a reason to cancel the form which will appear in the audit log.

If the user that wants to cancel a form was not the same user that crated the form, a local administrator/casemanager may cancel the form instead. The form will now disappear from the overview and a button will appear to show users that a cancelled form exists.

General in	fo Diagnosti	ics Confere	ence Assessment Thera	py Communication	231582 <u>)</u> 
Add: Ple	ase choose	~	Document upload		
					Cancelled forms
Date 👳	PDF P	Name		Disease	Status Event

Selecting the "Cancelled forms" button will bring the user to the history audit log for all cancelled forms for that patient from where a record of the forms can be seen, as well as the option to restore a form that was cancelled.

History Audit Log: HIS	IS PATIENT-TEST, TEST (NCIS ID :	12638000021)   Assessme	nt (Cancelled forms)	
10 V Update	The last 10 entries are displayed.			
Timestamp 🕆 🖡	Form 1 8	New status 🕆 🗍	User / Role / Facility 🕆 🕸	Autosave Event
1.05.2022 12:17:46	Height and weight / NCIS ID : 492	Cancelled Entered in error	Eleven, Doctor	No
1.05.2022 12:17:29	Height and weight / NCIS ID : 527	Cancelled Entered in error	Eleven, Doctor	No

For more information, please refer to the NCIS Quick Guide forms in NCIS Chart

### LINKING AN UNLINKED THERAPY PLAN

Therapy Plans in NCIS should always be created via a new therapy form. Where a user accidently creates a Therapy plan in NCIS.MED directly, this can now be restored in NCIS.Chart creating a Therapy form in retrospect.

#### Linking a Therapy Plan

If a User creates therapy plan in NCIS.MED.

rs. 2	5. ZZLADYBIRD ZOE • d.o.b. 19 Dec 1988 33.3 Years • Pat. no.: 6003138 • S/H - S/H WARD								
Ther	ару р	lans	Compact	List	Complete				
12 Ap <b>Tra</b> s	or 2022 stuzi	- 14 Mar 2 umab (	023 IV) Monothe	rapy - 21 day	<b>s Adj</b> Versio	on 2 • Th	trapy plan number: 929		
Cycles	s 17 • I	Days: 337							
	12 April	e 1 Tra	2022 stuzumab IV	8mg/kg (load	lina dose	) 1 Da			
	Last cl Postpo Origin	hanged by: onements:	Doc1 GC, GC_DOC +31 days by Doc1 Reason: Capacity +1 Day by Doc1 G Reason: Capacity ed start date: 11 M	1 on 12 Apr 2022 at 1 GC, GC_DOC1 on 12 A C, GC_DOC1 on 12 Ap Iar 2022	1:25 lpr 2022 at 11: r 2022 at 11:27	25			
	Regim Create	en designa ed by: Doci	tion at creation ti I GC, GC_DOC1 on	me: Trastuzumab (IV) 12 Apr 2022 at 11:23	Monotherapy	- 21 day	s Adj - Version 2		
		Time	Product	Dose	Status	Flags			
	Day 1	- Tue, 12	Apr 2022						
	~	00.00							

An indicator ("the CATO button") appears in NCIS.Chart for that patient:

General info	Diagnostics	Confer	rence A	ssessm	ent Therapy
Personal info T	umour case	Clinical	history	Cato 💋	1 +
c37.CancerCenter St. James's		Patient D.O.B. NCIS ID	ZZLADYBIRD, ZOE 19.12.1988 (33) 12656000063		Online: doctor/documentary GC Nurse1
General info Diagnostics Con	nference Assessment Therapy	Hospital ID Communication	6003138 (SJH)		88800
Personal info Tumour case Clin	ical history Cato 🗐				(Help)   NCIS
				Edt	44 35
Basic data					Diagnosis: C31.0 (28.02.2022) Malignant neoplasm of maxillary
Referring physician					28.02.2022 Therapy (NCIS med) Vital status: Patient alive
Primary consultant					Assessment: Baseline(+)

Clicking the CATO button displays Therapy Plan(s) created out of patient context. The user chooses the therapy plan to import to the Case in NCIS.Chart



For more information, please refer to the NCIS Training Guide on Creating a Case & Physician Management of Medications

## **ADMINISTERING MULTIPLE MEDICATIONS**

Users can now select multiple supportive medications for administration at the same time. Using the control key and clicking on the medications for administration allows a number of medications to be selected at once.

lodified FC	DLFOX-6 1 170	14 day Adj	(00209.1) Version 7/8 • Therapy plan	n number: 2904		6	Ð	$\sim$
@ REIN	BURSEME	ENT STATUS	8:					~
11 Apr 2022 - 2 Cycle 1	17 Sep 2022 Modified	FOLFOX-6	170 days				Ð	~
	1							~
170 Tue <b>27</b> Sep 2022	09:26	Smin V Al ?	Ondansetron Tablet PO	16mg • Tabs: 2 x 8mg	PHYSICIAN-VERIFIED	(III)		~
	09:26	Smin √ ੴ?	Dexamethasone Tablet PO	8mg • Tabs: 4 x 2mg	PHYSICIAN-VERIFIED			~
	10:40	46h X	Fluorouracil q.s. to 115mL NaCl 0.9% • in SV2.5 Infus	<b>3843.84mg •</b> (2400mg/m² BSA Dubois ) sor • by intravenous infusion	PHYSICIAN-VERIFIED	Ē	,	,
I SUP		ARE:	handwritten ac an Interim meacure un	tti system development is conniete				,
			Selected med	fications: 2	Status / flag		Ξ	

Select ADM status from menu.

#### Scan or Enter user ID:



An administration window will appear for each medication so that the user can confirm the details and add notes if required.

	Administration	×		Administration	×
	Administration			Administration	
Ondersetron Table1	Calmi 2 x 8mgl		Deservethesone T	Volet (Telto: 4 x 2mp)	
Start: on 27,09(222)	at 1932 planned administrat	ton duration: 5 min	Start: on 27/98/5	NCZ 🕎 at 🕬 🖓 planned administra	tion duration: 5 min
End.on 21,06232	a 📰 ai (1927		End: on 27/08/3	NG2 🔄 at (89.57	
Only party	100 %		Only party	300 %	
Reason			Report		
		Control Income			
		OK Canot			OK Canal

Then all medications will appear with the status administered assigned with the same date, time and user.



For more information, please refer to the NCIS Quick Guide on Medication Administration

## **HEIGHT AND WEIGHT**

#### The Height and Weight Assessment form

Users can now record either a height and/or a weight, previously it was required that both were populated.

Height and weight	
Date	26.09.2022
Time	
Duration in minutes	
Medical personnel	Nurse 10 i *
Chemotherapy	
Height	cm
Weight	54 kg
Checked and verified by	Nurse 11 i *

Height and/or Weight data entered in NCIS.Chart will only be applied to NCIS.MED when a form is signed and saved.

