

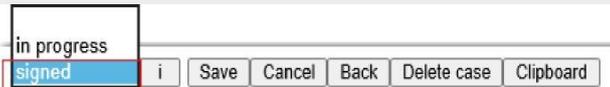
IMPORTANT CHANGES FOR NCIS USERS

An updated version of NCIS is due to be released on the 29th 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'



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.

Canceling 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.



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.



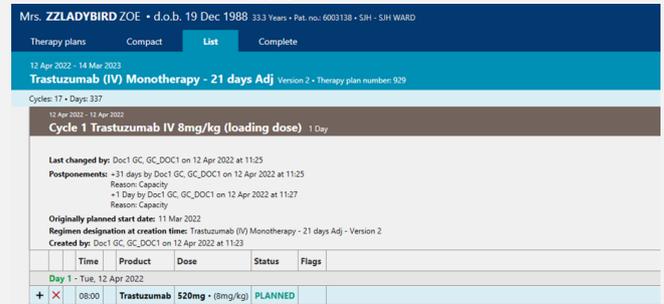
For more information, please refer to the **NCIS Quick Guide forms in NCIS Chart**

LINKING AN UNLINKED THERAPY PLAN

Therapy Plans in NCIS should always be created via a new therapy form. Where a user accidentally 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.



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



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.

The screenshot shows a medication administration interface. At the top, it displays 'Modified FOLFOX-6 14 day Adj (00209.1) Version 118 • Therapy plan number: 1004'. Below this, there are sections for 'REIMBURSEMENT STATUS' and 'Cycle 1 Modified FOLFOX-6 170 days'. The main area lists medications with their administration times and status:

Time	Medication	Dose	Status
09:26	Ondansetron Tablet PO	16mg • Tabs: 2 x 8mg	PHYSICIAN-VERIFIED
09:26	Dexamethasone Tablet PO	8mg • Tabs: 4 x 2mg	PHYSICIAN-VERIFIED
10:40	Fluorouracil	3843.84mg • (2400mg/m ² BSA Dubois)	PHYSICIAN-VERIFIED

Below the medication list, there is a 'SUPPORTIVE CARE' section with a sub-section for 'Selected medications: 2'.

Select ADM status from menu.

Scan or Enter user ID:

The 'User identification' dialog box has the following fields and buttons:

- Barcode scanner ready
- User name: jclarsel
- Password: [input field]
- OK button
- Cancel button

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

Two 'Administration' windows are shown side-by-side. Each window contains the following information:

- Medication name and dose: Ondansetron Tablet 16mg • Tabs: 2 x 8mg
- Time: 09:26
- Status: ADM
- Buttons: OK, Cancel

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

The screenshot shows the medication list from the previous screenshot, but now the status for each medication is 'ADM'. The 'ADM' status is accompanied by a small icon and a dropdown arrow.

*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.

The 'Height and weight' form contains the following fields:

- Date: 26.09.2022
- Time: [input field]
- Duration in minutes: [input field]
- Medical personnel: Nurse 10
- Chemotherapy: [input field]
- Height: [input field] cm
- Weight: 54 kg
- Checked and verified by: Nurse 11

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

A close-up of the bottom right corner of the form, showing a dropdown menu with 'signed' selected, an information icon, and a 'Save' button.