User Manual For e-shusrut (Emergency Module)



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Login Process:-

An individual **User Name** & **Password** are given to every user. Casualty Registration Clerk has to enter his User ID & Password in login screen. As shown below: -

Step 1: - Enter 'User Name' and 'Password' then click on 'Login' button after successful login, menu screen will appear.

Login Form

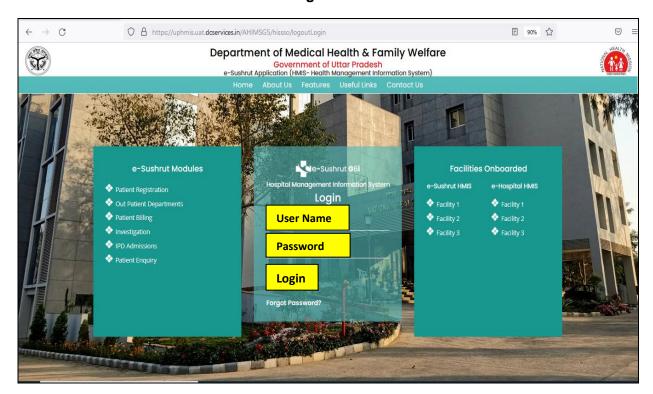


Figure -i



Errors and exceptions in Login

Your Login may fail due to any of the following:

- Incorrect User Id or password
- User login expired
- Network / Server failure

In all cases of errors, the system will display relevant error message.

Incorrect Login name or password

The system will display Login Failed message: -



Figure -ii

This error could occur because the user has entered the User Id /or Password incorrectly.



User Login Expired: -

In the user management module, corresponding to every new user created, the expiry date for that user ID is stored. Upon reaching the expiry date, the user would not be able to login successfully.

Network / Server failure: -

In the case where your system is unable to establish a network connection with the designated server the system will display a message. Please contact the administrator for further instructions.

Forgot Password: -

All the Users of Hospital information system (AHIMS) have been allotted user name and Password. User name is a name, which will enable the user to log on to the AHIMS. The password is like a digital signature. It is very imperative that one should keep one's password a secret. Disclosing your password is like telling the secret code of a number lock to someone. Whenever a user saves a crucial record into the database, his user name is also attached to the record. At any given point later the System administrator can find out who saved the record into the database. So if someone knows your Password he will log on to the system using it and add anything into the database and you could be held responsible for it later. Never disclose your Password to anyone and do not keep your name, family member's names or anything that can be guessed by people around you as Password.

Note: - If forgot your password then follow following steps: -

Step 1: - Click on 'Forgot Password'



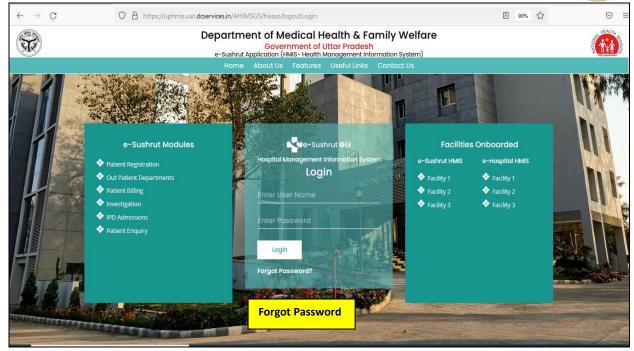


Figure - iii

- Step 2: Enter User Name, select hint question from list box and then enter answer.
- Step 3: Click on 'Next' button.

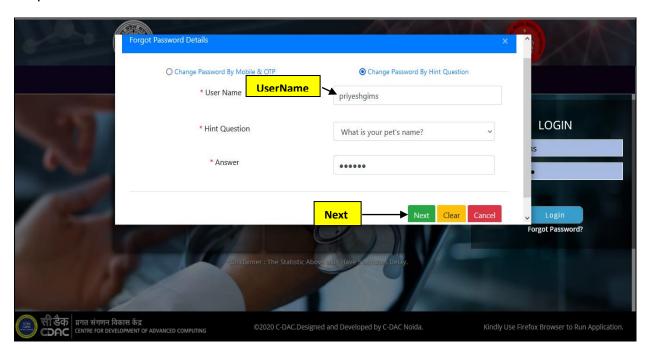


Figure -iv

Step 4: - Enter new password and re-enter password in confirm password field, then click on 'Save' button to save the password.



After that you will get a message 'Your password has been changed'.

After changing the 'Password', login again by entering the provided 'UserName' and newly changed 'Password'.



Login Page: -

Step 1: - Enter 'User Name' and 'Password' then click on 'Login' button.

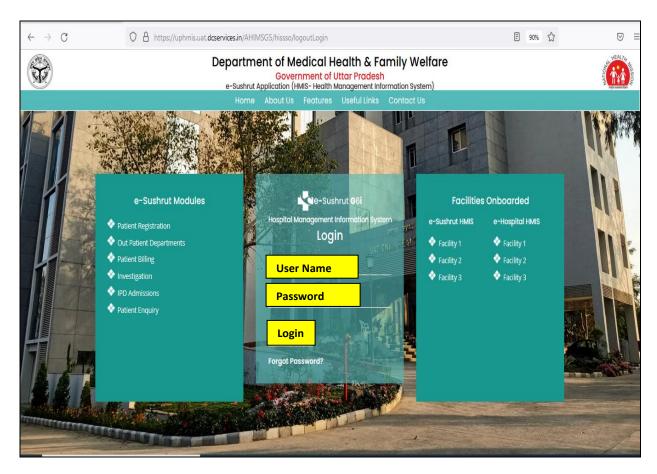


Figure -v

After successful login menu screen appear, you can select required service.



Click on 'Emergency' to expand it and to view all the menus in 'Emergency' view Figure below.



Figure -vi

Emergency: -The term **Emergency** means patient **Registration**, **Re-visit**, **MLC**. The patients come into this section for Registration.

New Patient Registration can be done during 24x7 working hours of the hospital. Registration of patient involves accepting certain general and demographic details of the patient. The patient will be given a **unique registration number** called the central registration number (**CRN**) This number will be valid throughout the lifetime of the patient. The patient will also be given a patient identification card, known as Emergency Card. This CR Number uniquely identifies a patient in HIMS.

The user can select a department (or a group of departments) e.g. Medicine, Skin, Orthopedics, ENT, Surgery, Psychiatry etc. from the list of departments. User can also accept the referral detail of the patient; referral can be from an Associated Institute or Other Hospital as shown in Figure 1.8. In case of Associated Institute, the user will have to choose the appropriate Institute Name from the list box. In case patient is referred from other institute then the user will have to enter the name of the other institute from where the patient is referred.



New patient registration is the first process when a patient enters into the hospital. The **Registration Desk** helps to register new patient details. **The New Patient Registration** window contains various types of options in it like Visiting Department, Patient Category, patient's Address Detail, patient's Refer Detail etc. these details are used to identify the patient & his appropriate department.

1. Emergency Registration

Path: Emergency → Emergency Registration

Click on Emergency Registration

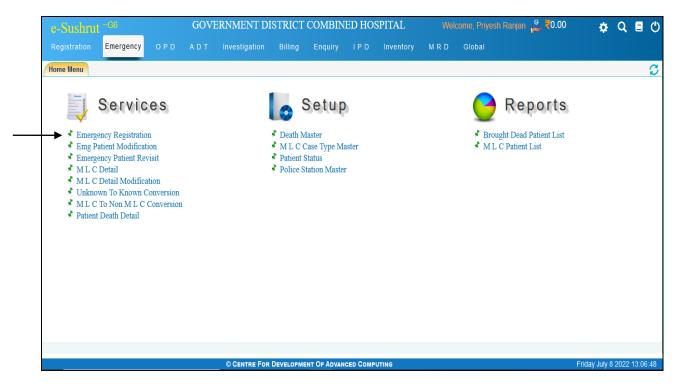


Figure 1.0



New Screen will appear.

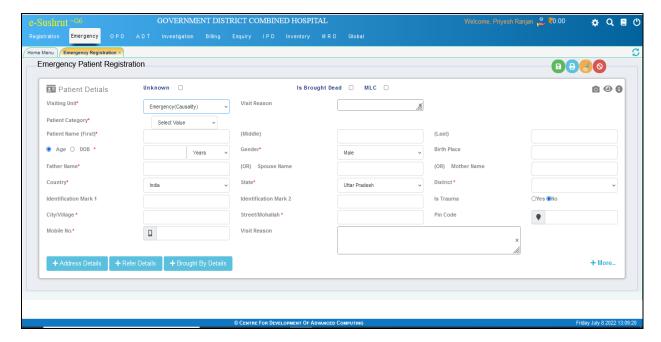


Figure 1.1

If Image of Patient is captured or available, it can be upload here.



Figure 1.2

Click on Camera to capture photo



Click on browse select file and attach

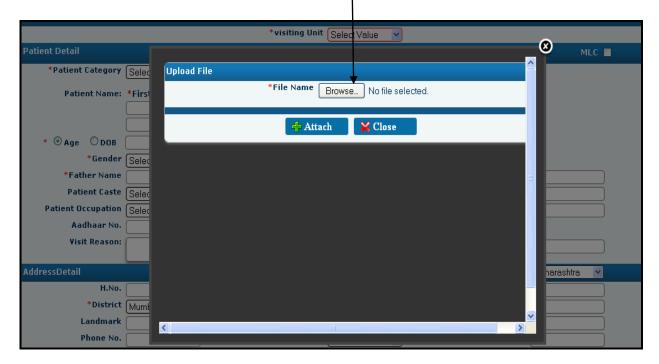


Figure 1.3

We have three options in Emergency Registration

a) Unknown b) Is brought dead c) MLC

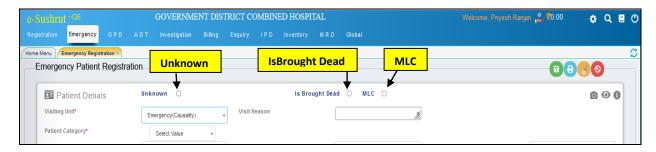


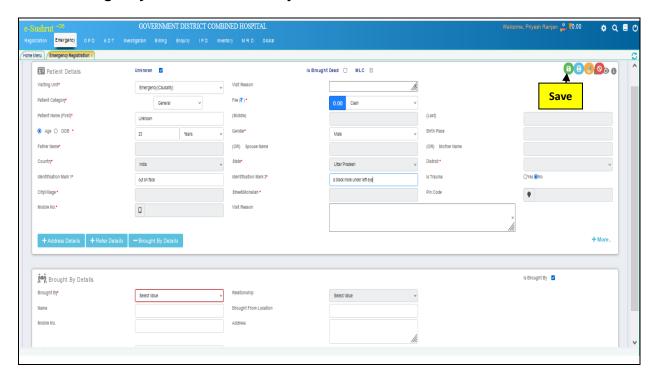
Figure 1.4



a) Unknown

Check on Unknown

** Note Brought by Details is mandatory



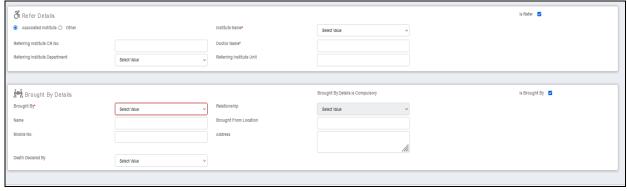


Figure 1.5

Fill all the details of patients, in case of Patient is unknown, Brought by Details are mandatory, Visiting Department, Age, Gender, Identification Mark etc.



Fill Brought by Details



Figure 1.6

Brought by has two option a) Police and b) Others c) Brought by 108 services



Figure 1.7

Click on Save Button.

**If patient is referred, it has two options

Click on Associated Institute
Associated Institute

- 1) Associated Institute
- 2) Others

1) Associated Institute

Refer Details

Associated Institute O Other

Institute Name*
Select Value

Doctor Name*

Select Value

Please Select This Option

Select Value

Please Select This Option

Select Value

Bhau Rao Devras Combined Hospital
Community Health Center Achnera
Ram Sagar Mishra 100 Bed Combined Hospital
Rani Laxmi Bai Combined Hospital Lucknow
Veerangana Jhalkaribai Mahila Hospital

Figure 1.8



Fill all details like patient CR No. Institute Name, Referring Institute Department and Referring Unit.



Figure 1.9

Click on Save button.

2) Others

Click on Others Other



Figure 1.10

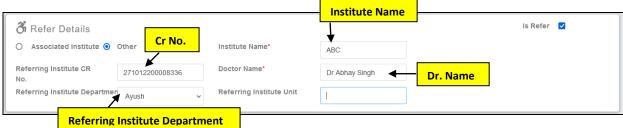


Figure 1.11

Fill all details like patient CR No., Referring Unit, Referring Institute Department and Institute Name.

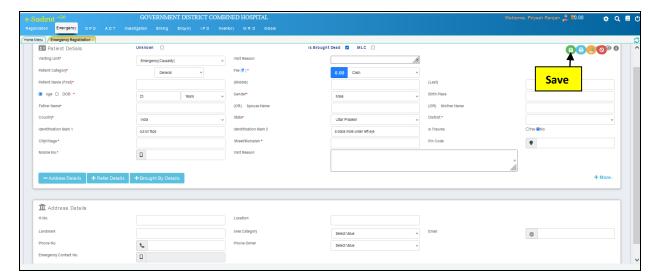
Click on Save



b) Is Brought Dead

Check on Is brought dead 😾

** Note Brought by Details is mandatory



Fill all details of Patient and Address Details.



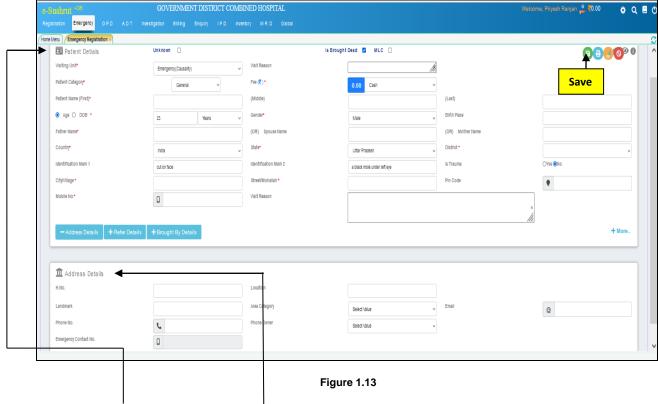
Figure 1.12

Brought by has three options a) Police b) Other c) Brought by 108 Services d) Relatives



Fill all details and click on Save button.





Fill all the details of Patient and Address like Patient category, Name, Gender, Father Name and Age.

Fill Brought by Details

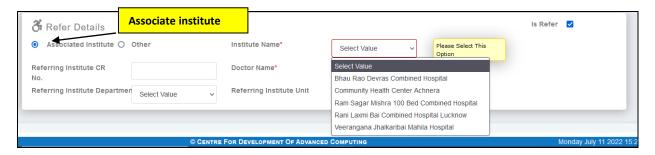


Figure 1.14

- **If patient is referred, it has two options
- 1) Associated Institute
- 2) Others
 - 1) Associated Institute

Click on Associated Institute
Associated Institute





Fill all details like patient CR No. Institute Name



Fill all details like Referring Institute Department and Referring Unit

Figure 1.15

Click on Save button.

2) Others

Click on Others Other



Fill all details like patient CR No. Institute Name



Fill all details like Referring Institute Department and Referring Unit

Figure 1.16

Click on Save button.



c) MLC

Check on MLC

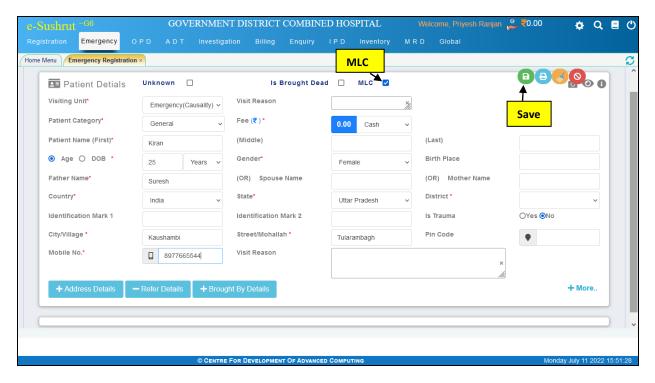


Figure 1.17

Fill all details of Patient and his/her address.

Click on Save button.







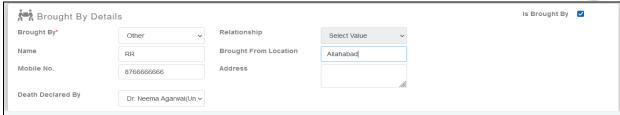


Figure 1.18

Brought By has four options a) Police b) Others c) Brought by 108 services d) Relative

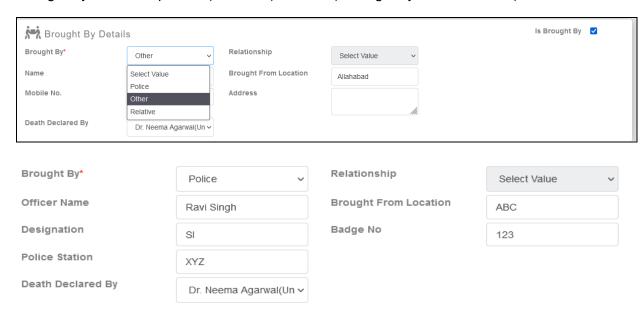


Figure 1.18

Fill all details and Click on Save button.

- **If patient is referred, it has two options
- 1) Associated Institute
- 2) Others

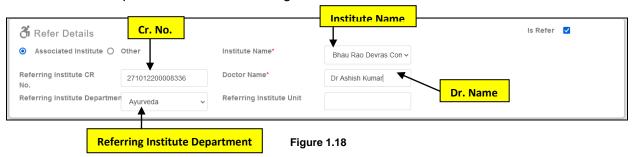


1) Associated Institute

Click on Associated Institute • Associated Institute



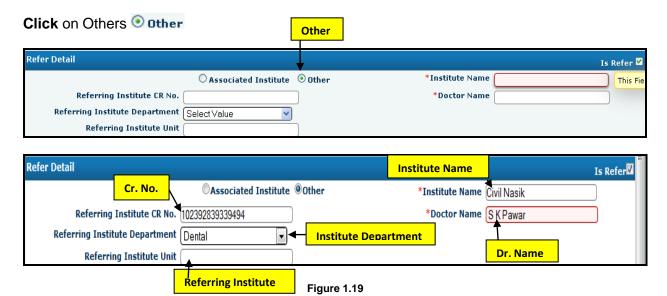
Fill all details like patient CR No., Referring Institute Name



Referring Institute Department and Institute Name.

Click on Save button.

2) Others



Fill all details like patient CR No., Referring Institute Department, Institute Name, Referring Institute Unit.



2. Emergency Patient Modification

Path: Emergency → Emergency Patient Modification

Click on Emergency Patient Modification



Figure 2.0



Figure 2.1



- **Modification in Patient details and address can be done in three ways
 - 1) By CR No.
 - 2) By Search option
 - 3) By selecting a patient from list

1. By CR No.



Figure 2.2

Write patient CR No. here and Click on Go.



Figure 2.3

Modify necessary fields, and Click on Save button.

2. By Search Option



Figure 2.4

Click on Search icon



** It can be search in four ways

- 1) Alternate IDs Search -
- 2) Employee ID Search -
- 3) Demographic Search



Figure 2.5

1. Alternate IDs Search (By Default)

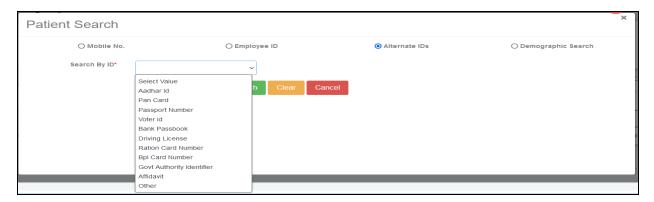


Figure 2.6

Select the desired ID and fill the detail,



Figure 2.7

Click on Search, List will appear, select O Patient from the List.



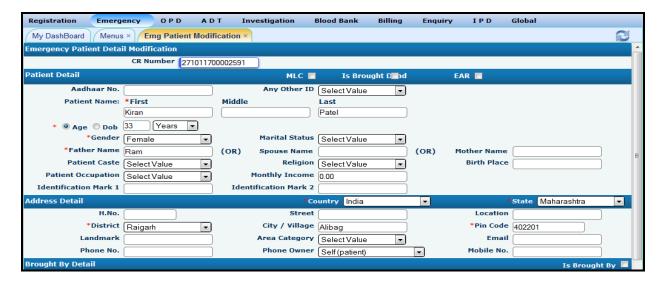


Figure 2.8

Modify necessary fields, and click on **Save** button.

2. By Employee ID Search.

Fill the Employee ID in the text box and Click on Search Button.



After clicking on Search Button modify the details as per requirement and Click on **Save** Button.



3. Demographic Search



Figure 2.7

Fill the Name, Age range, Gender ,...etc.

Click on Search button





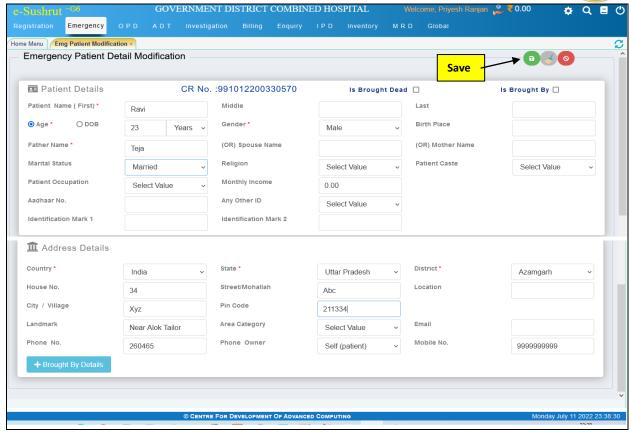


Figure 2.9

Modify necessary fields, and Save button.

4. By Mobile No. Search

Search by Registered mobile number.

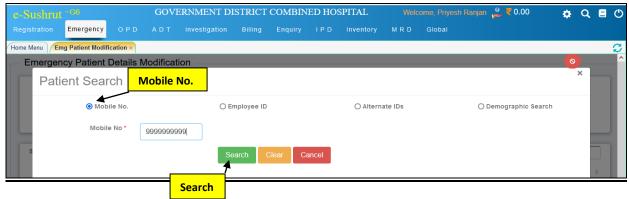
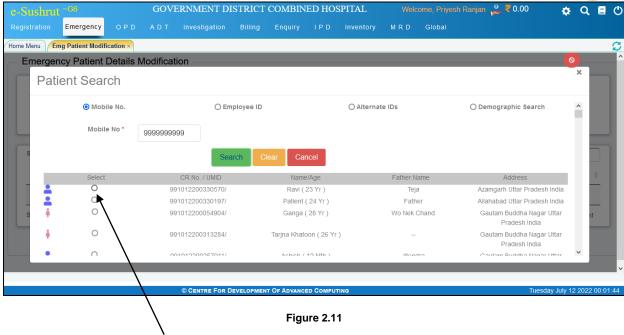


Figure 2.10

Enter the registered mobile no. and Click on Search Button.





List will appear, select Patient from the List.

Modify necessary fields, and Click on Save button.

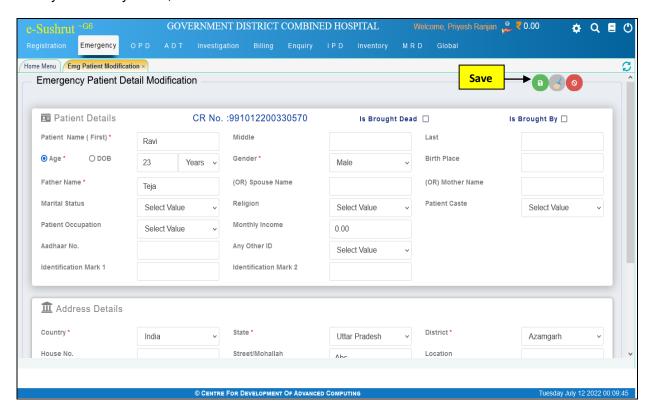


Figure 2.12



3. Emergency Patient Revisit

Path: Emergency→Emergency Patient Revisit

By clicking Emergency Patient Revisit



Figure 3.0

**It can be done in two ways

- 1) By CR No.
- 2) By Search

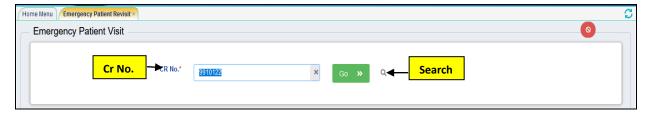


Figure 3.1

1. By CR No.



Figure 3.2



Write patient CR No. here and Click on Go.



Figure 3.3

There are three options in Patient ReVisit

1) Emergency New Department Visit 2) Emergency Old Department Visit 3) Is ambulatory



Figure 3.4

Select type of visit i.e. Emergency Old department visit or Emergency new department visit.





1) Old Department Visit

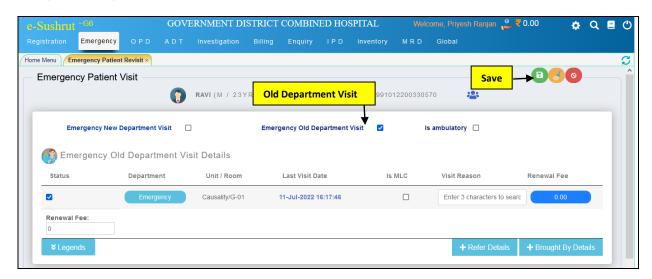


Figure 3.5

Write visit reason, and click on Save button.

2) New Department Visit

Select New Department Visit, by removing

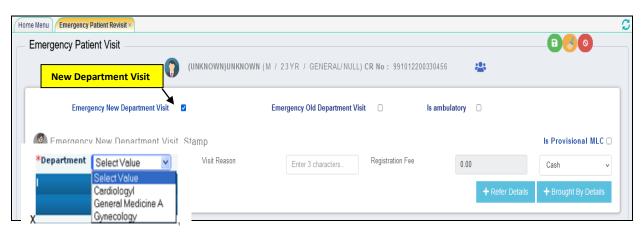


Figure 3.6

Select Department from drop down box, write visit reason and click on **Save** button.





Figure 3.7

2. By Search Option



Figure 3.8

Click on Search icon



** It can be search in four ways

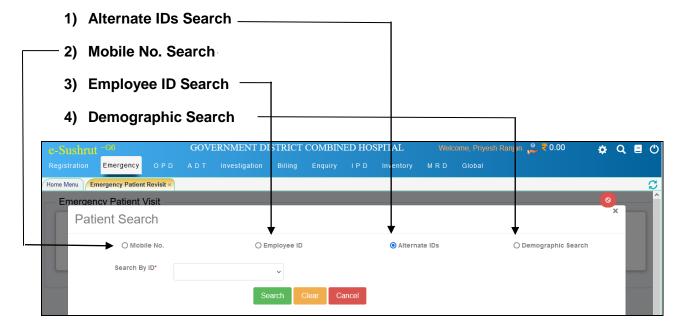


Figure 3.9

1. Alternate ID Search (By Default)

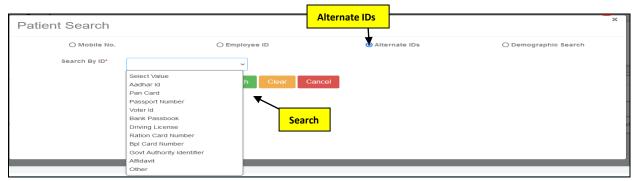


Figure 3.10

Select the desired ID and click on Search button.

Select the Radio Button O and write the reason for visit.



Figure 3.11



A window will appear after selecting \bigcirc .



Figure 3.12

Here in this window, you can choose

- 1. Emergency new Department visit,
- 2. Emergency old Department visit [Refer Details, Brought By Details also]

Write visit reason and click on Save button.

After that Emergency patient visit card generated successfully.

2. Mobile No. Search



Figure 3.13

Enter Mobile number and click on Search button.

After clicking Search button, a Patient Search window will appear.



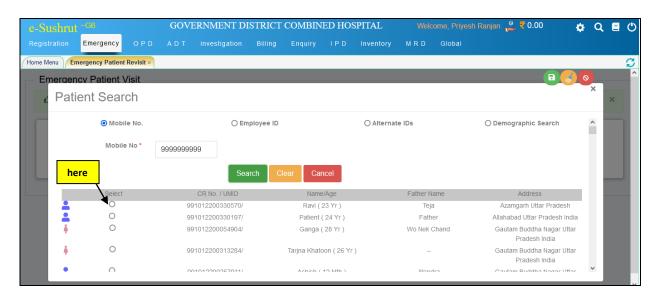


Figure 3.14

Select the desired Opaitent. It will open the corresponding window,



Figure 3.15

Choose Emergency New Department visit, or Emergency Old Visit etc.

Write visit reason and click on Save button.



After clicking on Save button and Emergency Patient Visit ID Card get generated successfully.



Figure 3.16

3. Employee ID Search

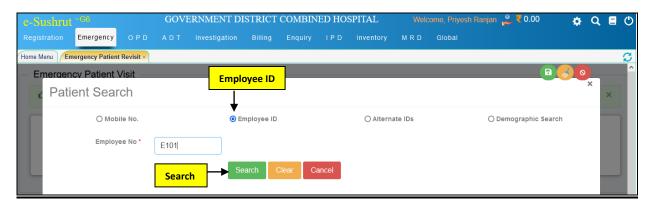


Figure 3.17

Enter Employee ID and click on Search





Figure 3.18
Select the desired Opaitent. It will open the corresponding window.

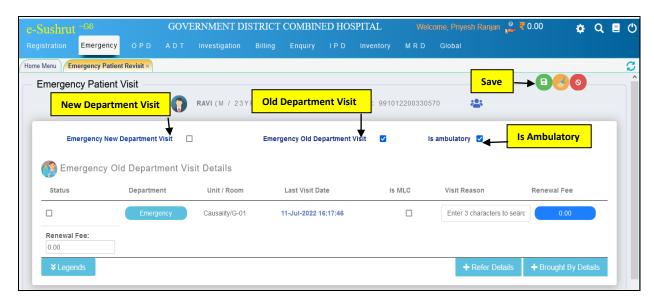


Figure 3.19

Choose Emergency New Department visit, or Emergency Old Visit etc

After that click on **Save** button and Emergency Patient Visit ID Card get generated successfully.



Figure 3.20



4. By Demographic Search



Figure 3.21

Enter the Name, Age Range and Gender, then click on Search button.



Figure 3.22

Select the desired Opaitent. It will open the corresponding window.



Figure 3.23

Choose Emergency New Department visit, or Emergency Old Visit etc



After that click on **Save** button and Emergency Patient Visit ID Card get generated successfully.

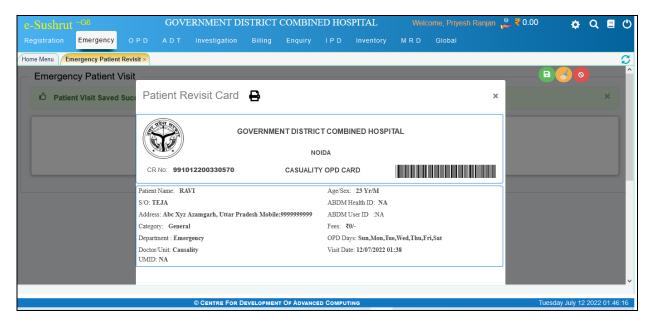


Figure 3.23

4. MLC Details

Path: Emergency→MLC Detail

By clicking on MLC Detail



Figure 4.0





Figure 4.1

The MLC Details can be done in two ways.

- 1) By CR No.
- 2) By Search Option
- 1. By CR No.



Figure 4.2

Write Patient CR No. here, Click on Go

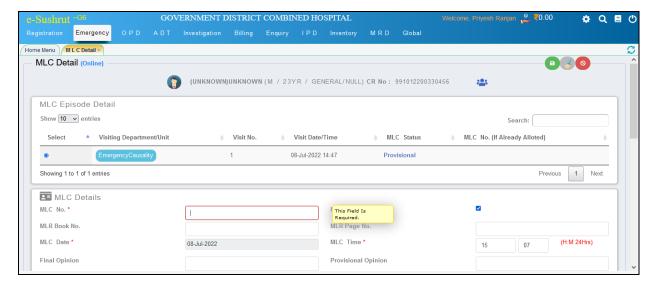


Figure 4.3



Fill all the Details Like MLC No. MLC date, MLC Time etc.

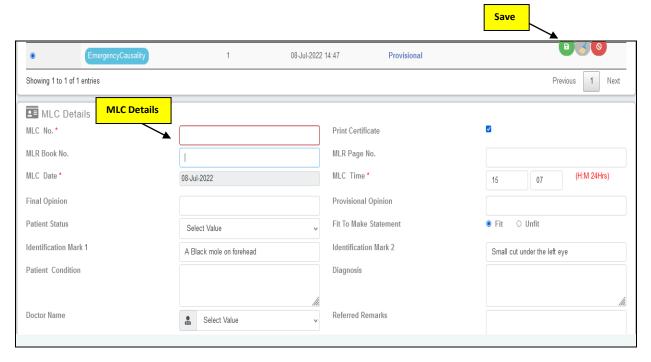


Figure 4.4

MLC Details

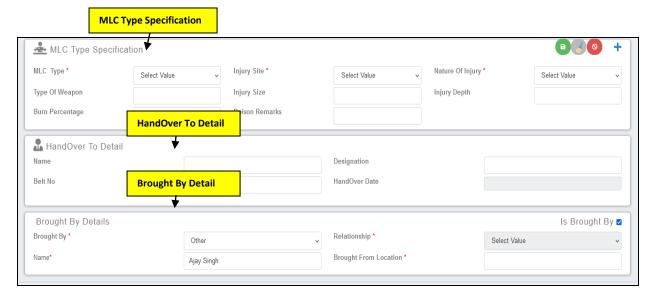


Figure 4.4

MLC Type Specification and Handover Details



Fill MLC Type Specification Record and Handover Details.



Figure 4.5

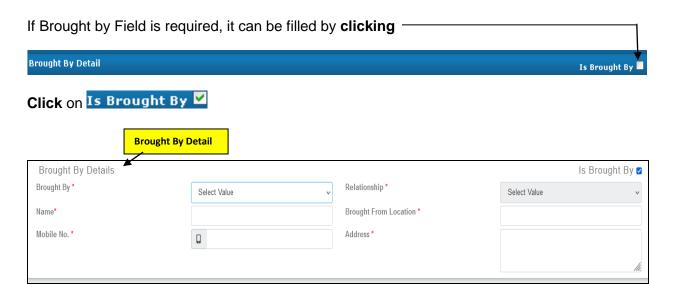


Figure 4.6

Brought by has three options a) Police b) Others c) Relative

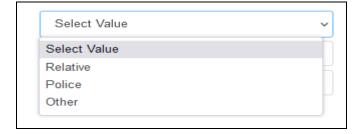






Figure 4.7

Fill all details and click on Save button.

2. By Search Option



Figure 4.8

Click on Search icon.

** It can be search in four ways

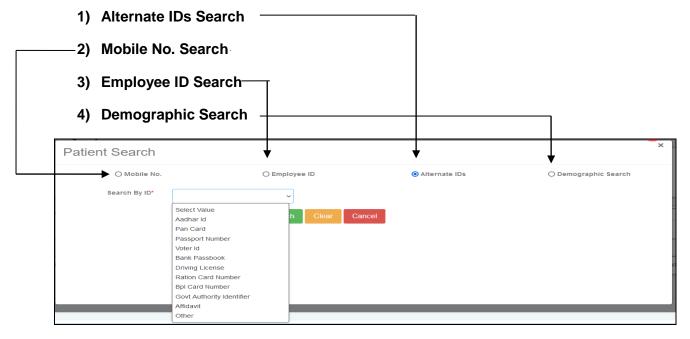


Figure 4.9



1. Alternate IDs Search (By Default)



Figure 4.10

Select Desired ID, Fill the Card number and Click on Search button.

Select the Radio Button O



Figure 4.11



A window will appear after selecting O.

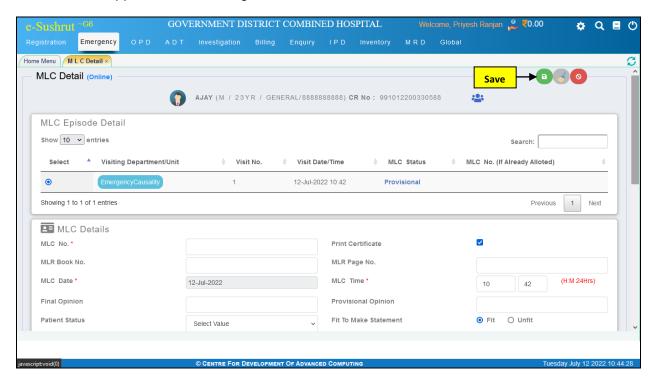


Figure 4.12

Make MLC entry here in this window and Click on Save button.

2. Mobile No. Search



Figure 4.13

Enter mobile number of patient and click on Search button.



Select the patient O, a window will appear.



Figure 4.14

Make MLC of patient and click on **Save** button.

3. Employee ID Search

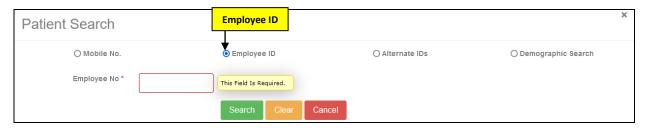


Figure 4.14

Write Employee ID and click on Search button.



Figure 4.15

After clicking on Search, List will appear select Patient from the List.

Create MLC of patient and click on Save button.



4. By Demographic Search

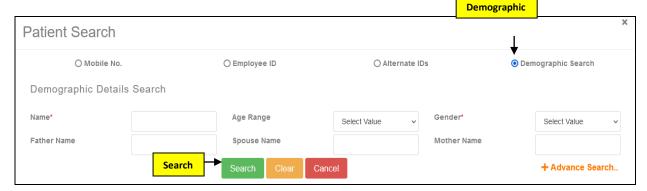


Figure 4.16

Enter Name, Age Range, Gender ,.....etc, fields and click on **Search** button.

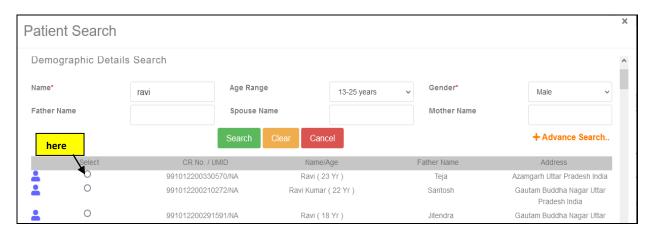


Figure 4.17

Select the patient O, a window will appear, Enter MLC details and click on **Save** button.



5. MLC Modification Details

* If Final Opinion is already written, MLC Details cannot be modify.

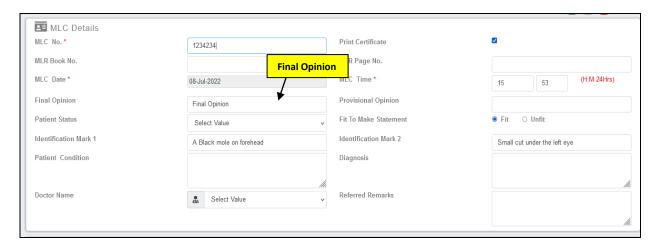


Figure 5.0

Path: Emergency→MLC Detail Modification



Figure 5.1

Click on MLC Detail Modification.



It can be done in two ways.

- a) By CR No.
- b) By Search Option
 - 1. By CR No.



Figure 5.2

Write Patient CR No. here, and Click on Go button.



Figure 5.2

Select ○ , if available to modify the MLC detail.





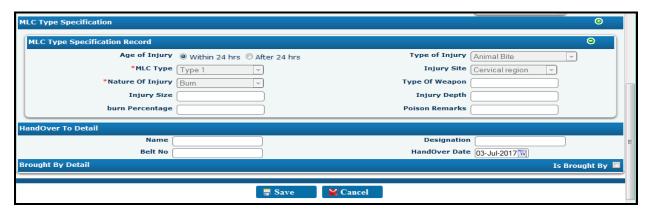


Figure 5.4

Fill necessary changes and click on Save button.



Figure 5.5

Modification massage will appear on screen.



2. By Search Option



Figure 5.6

Click on Search icon.

** It can be search in four ways

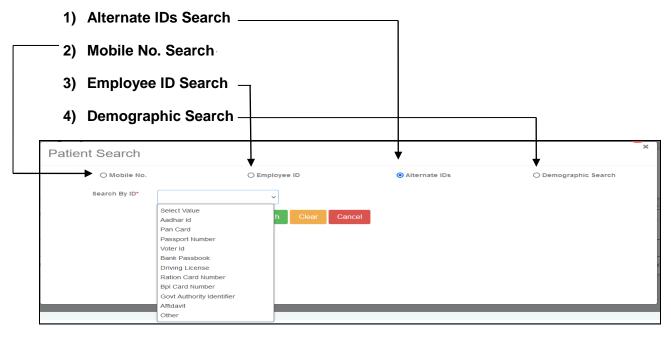


Figure 5.6

1. Alternate IDs Search (By Default)



Figure 5.7

Select the desired ID, fill the related ID number and click on **Search** button.





Figure 5.8

Select O from the list of patient, A window will appear after selecting O.

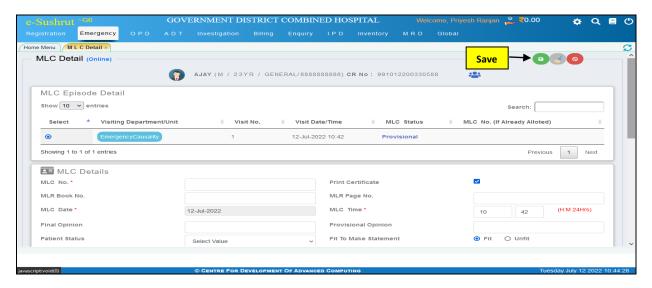


Figure 5.9

Make the required changes and click on **Save** button.

2. Mobile No. Search



Figure 5.10

Select the patient \bigcirc , a window will appear.





Figure 5.11

Make changes in MLC details of patient and click on Save button.

3. Employee ID Search



Figure 5.11

Write Employee ID and click on Search button



Figure 5.12

After clicking on Search, List will appear select Patient from the List.

Make changes in MLC details of patient and click on **Save** button.



4.By Demographic Search

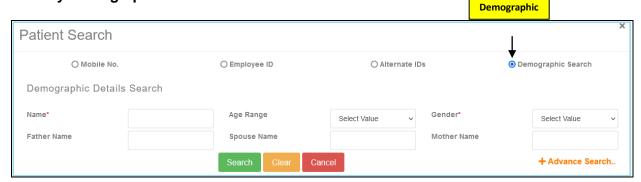


Figure 5.13

Enter Name, Age Range, Gender ,.....etc fields and click on **Search** button.

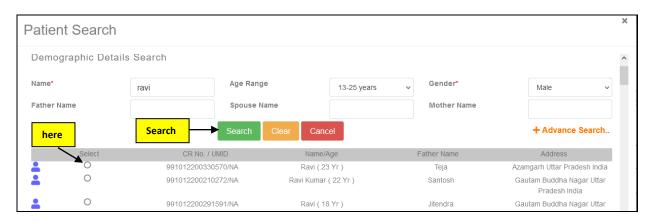


Figure 5.14

Select the patient O, a window will appear, Enter MLC details and click on **Save** button.

Modification massage will appear on screen.



Figure 5.15



6. Unknown to Known Conversion

Path: Emergency→Services→Unknown to Known

** It can be done in two ways: - 1) By CR No. 2) By Search Option



Figure 6.0

Write Patient CR No. and click on Go button.

Fill all details of patient like Name, Father/Spouse Name and Address details etc.

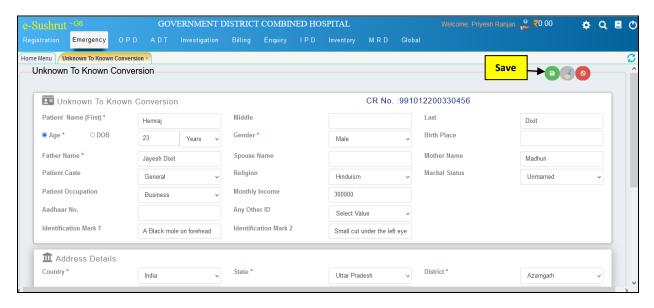
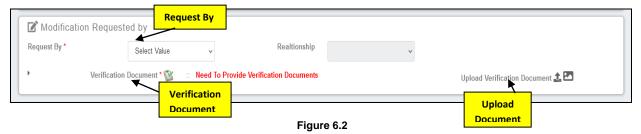


Figure 6.1

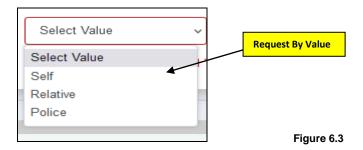


Modification Requested By and Verification Document are mandatory fields.

Emergency User Manual [e-Sushrut Uttar Pradesh]



Request by has three options



1) Self 2) Relative 3) Police



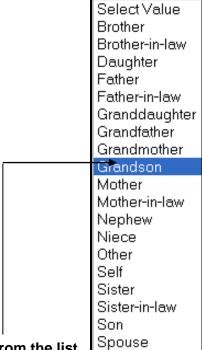
Figure 6.4

1) Requested by self

Choose self







2) Requested by Relative, select relationship from the list.

Figure 6.5

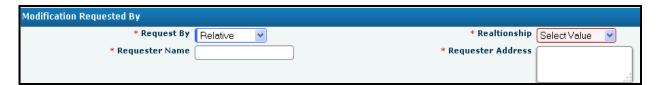


Figure 6.6

Fill details and click on Save button.

3) Requested by Police



Figure 6.7

Fill details and click on Save button.



** In all three cases Verification Document is required.



Figure 6.8

Click on Verification Document.

Select one of Verification Document type from the list.

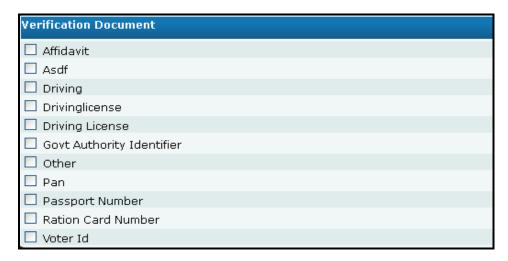


Figure 6.9

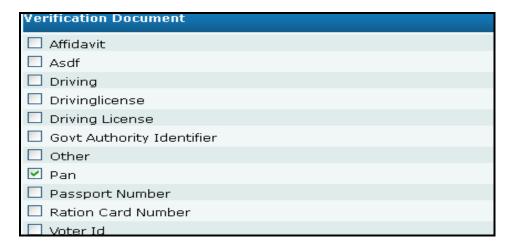


Figure 6.10



Check the box and click on OK button.

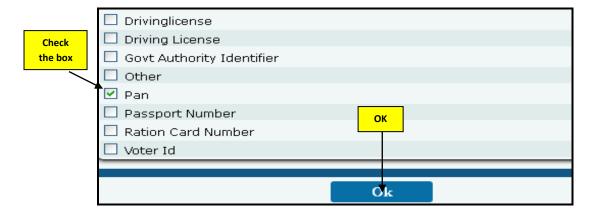


Figure 6.11



Figure 6.12

Click on Save button.

***Note Patient can be search by Clicking **Search** button.





Figure 6.14

Check on Unknown
☐ and click on Search button.

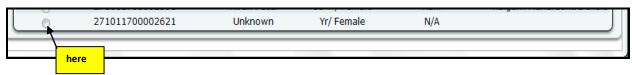


Figure 6.15

Select Patient from the list, click

Fill details of the Patient like Name, Address, and Request By etc.

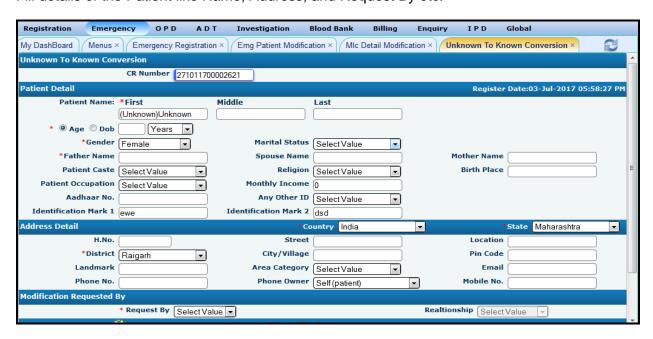


Figure 6.16





Figure 6.17

Fill the necessary field and click on Save button.

7. MLC to Non MLC Conversion:-

To perform this task use the following steps:-

1. Follow the given path->

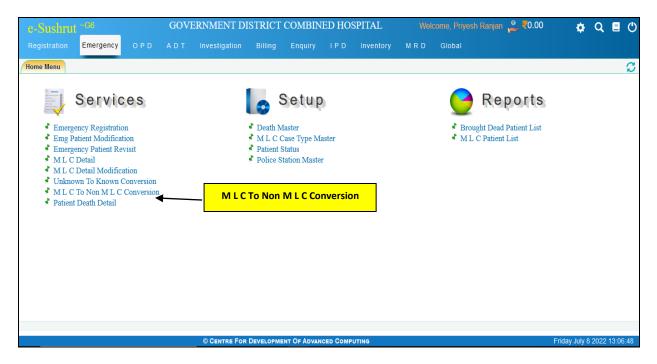


Figure 7.0

Click on 'MLC To Non MLC Conversion'.



Figure 7.1

Write CR No. and Click on Go button.



After Clicking on Go Button, a successful message will appear.



Figure 7.2



After Clicking on the Logout Button, the Login page will appear.

Now here, you are on the Login page.



