

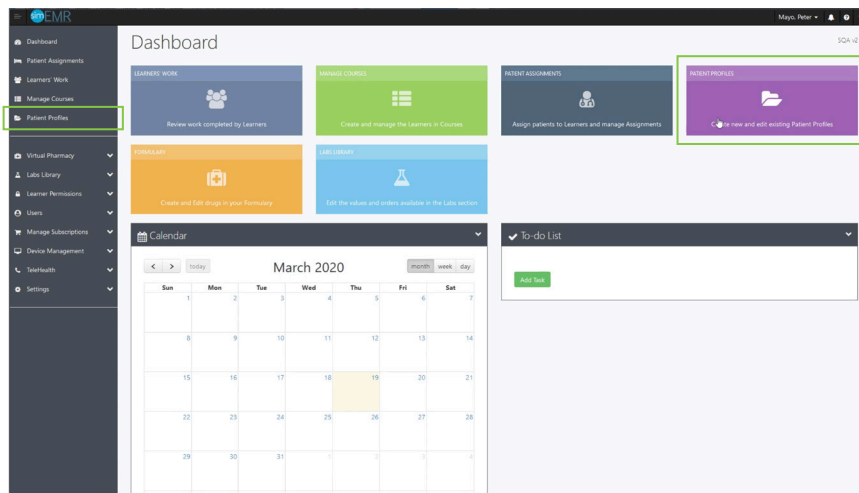
KbPort™ SimEMR®

HOW TO: CREATE A PATIENT PROFILE

Overview:

This document outlines the process for creating a patient profile in SimEMR®. Patient profiles are designed to allow educators to develop educational activities for clinical care scenarios. Patient cases can be distributed via SimEMR® courses to individual learners or groups. Patient profiles can be reused over multiple courses, or multiple times within the same course, which can reduce administrative effort associated with scenario development.

1. Enter your Lab Coordinator username and password to SimEMR®. Select [\[LOGIN\]](#).
2. On the dashboard, select either the [\[PATIENT PROFILES\]](#) button, or [\[PATIENT PROFILES\]](#) in the left side navigation.

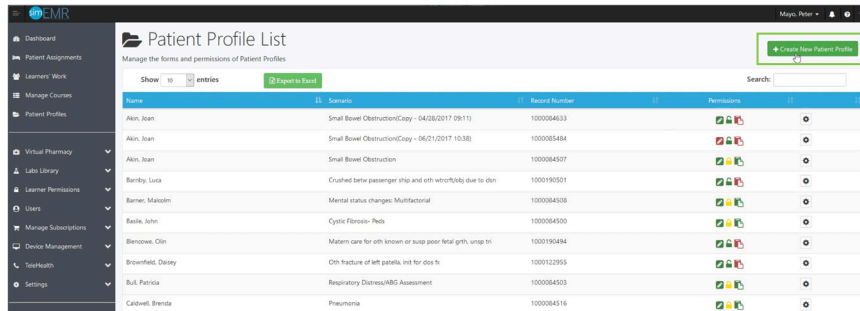


Note that presented is a list of created and customizable Patient Profiles for use. A yellow lock icon, [\[🔒\]](#), indicates an original KbPort™ patient profile.

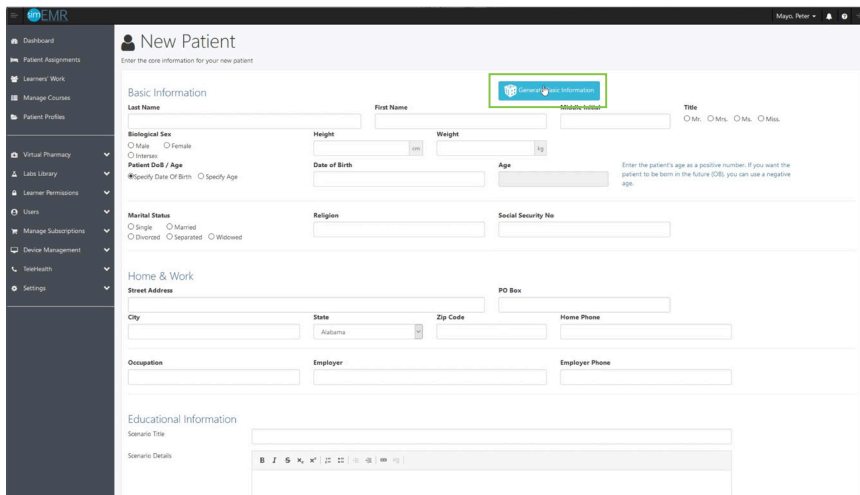
To enable use of the profile desired, click the [\[⚙️\]](#) on the right of the column and select [\[COPY\]](#).

After this step is completed, multiple copies can be created and edited as desired.

- Click **[+ CREATE NEW PATIENT PROFILES]** in the top right.



- Select **[GENERATE BASIC INFORMATION]** to fill the fields with basic demographic information. Alternatively, you can manually fill the information to create a custom scenario.



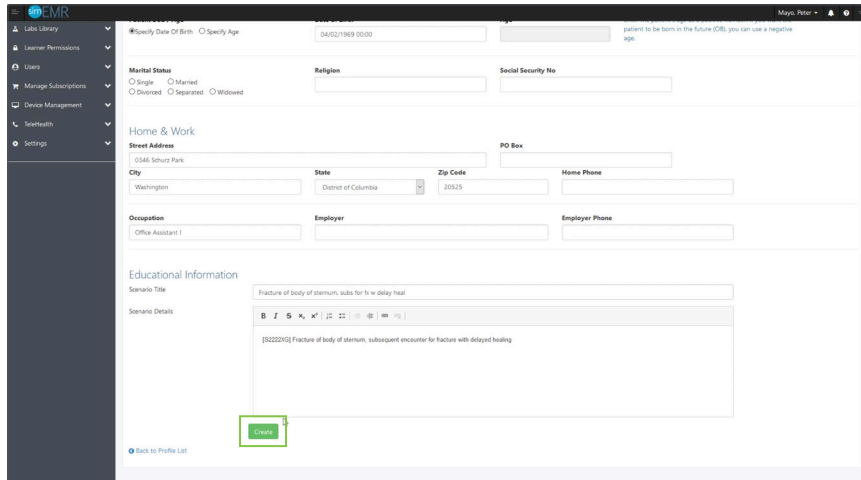
There are a few things to note if you choose to manually add scenario information.

The *Date of Birth* field allows the patient to age chronologically.

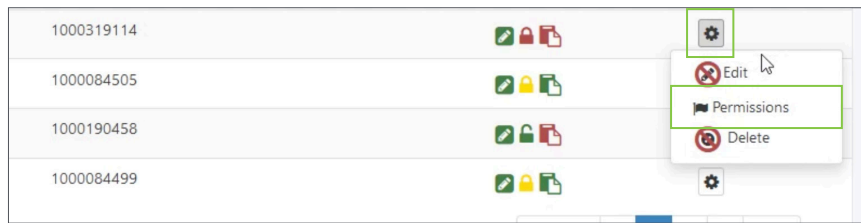
The *Age* field allows the patient to remain a static age, so *DOB* will not be presented with this option.

The *Educational Information* section is not visible to students when they are assigned the case, but rather to assist you in organization. For example, a *Scenario Name* allows you to add a course name and number to your scenario, while the *Scenario Details* is free text to include any valuable information to your scenario, such as scenario and learner objectives.

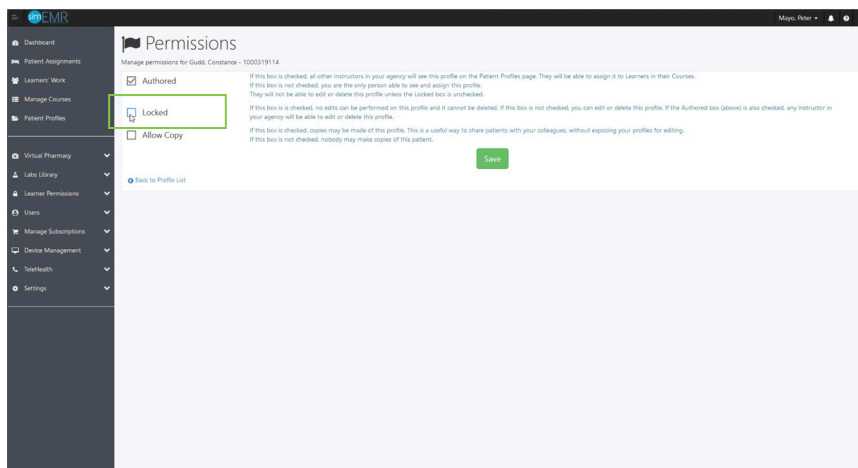
- Once you have entered your desired information, navigate below the scenario's educational information and select **[CREATE]**.



- Navigate to your newly created patient, and select the **[⚙️]** on the patients row. Select **[🚪 PERMISSIONS]** from the dropdown menu.

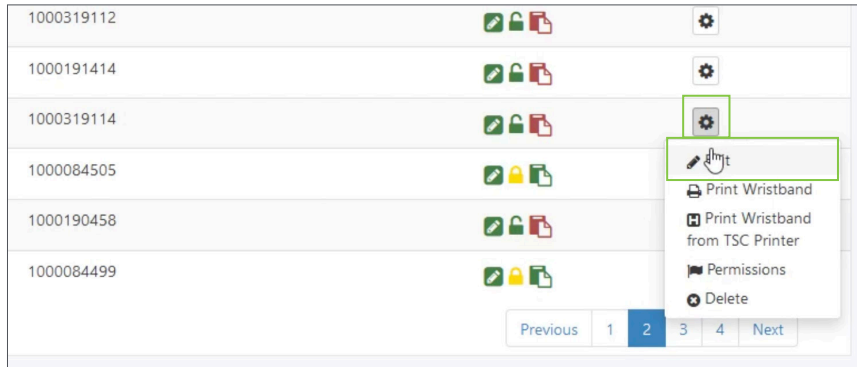


- Uncheck the *Locked* box.



- Click **[SAVE]** to allow it to be edited.

- Navigate to your patient, and select the [⚙️] on the patients row. Select [✏️ EDIT] from the dropdown menu.



- You will see a *Timeline View* of or you can use the radio buttons to switch to *Table View* if you choose. Click [+ ADD NEW FORM].

Timeline View

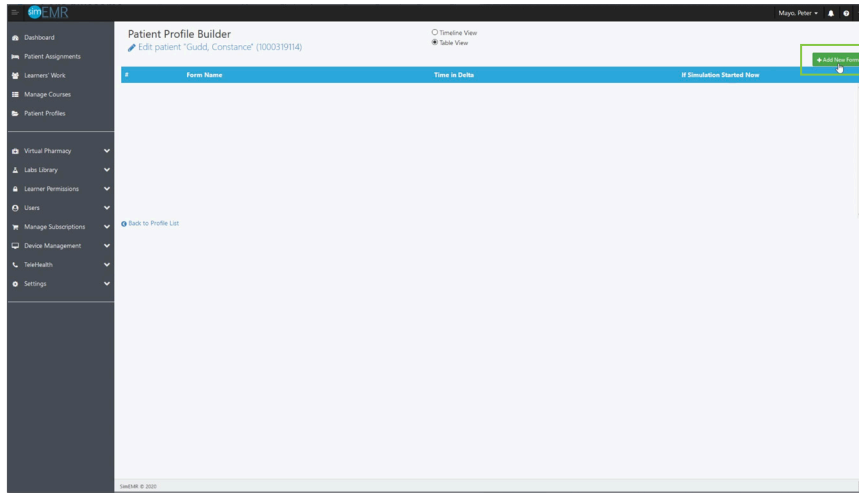


If this is a new profile, the *Timeline* will be empty, but a prepared profile may include colored circles and black boxes.



The colored circles reference a form already created, with overview information via hover. The black boxes represent a collection of forms created within a short timespan. Clicking the box will allow you to see all forms created.

Table View



AVAILABLE CHARTING OPTIONS

Admissions

- Admission
- Advance Directives
- Insurance
- Consent for Treatment
- Admission Assessment

Provider Documentation

- Consults
- History & Physical
- Progress Notes

Provider Orders

Nutritional Services

Medication Administration Record (MAR)

Clinical Data

- Vitals
- Intake & Output (I & O)

Labs

Imaging

- Radiology
- EKG & Other Diagnostics

Discharge

Nurses Notes

- SOAP
- Head to Toe
- Charting by Exception
- Narrative Notes
- Pain Assessment
- ADL
- Care Plans
- IPASSBATON
- ISBAR

Surgery

- Consent for Surgery
- Consent for Anesthesia
- Operative Report

Note, you can create and add any number of charting options available from the list.

For example, a basic educational scenario may only require the documentation of vital signs as opposed to the full completion of an EMR chart.

More advanced scenarios can have as many additional documents desired for more comprehensive formatting and case presentation.

11. To start, let's add an *Admission* form. Under the *Admission* dropdown, click **[ADMISSION]**.

12. Here you can select the *Admission Date*, *Department*, *Isolation Status*, *Physician Information*, additional *Patient Information*, as well *Emergency Contact Information*. After entering all desired patient information, click **[CREATE]**.

Note, in the *Admission Date* field, Simulation Start is the default option. You can select a past or future date, depending on when you would like it to occur or have occurred in the simulation.

Refer to the SimTime™ video for more information:

<https://www.youtube.com/watch?v=VfRtvPtXx6k&t=60s>

13. Repeat steps 10 – 12 until you have added the desired number of forms to your patient profile.

Congratulations:

You have created a patient profile in SimEMR®! You may now navigate to **[PATIENT ASSIGNMENTS]** to assign your new patient! If needed, refer to pages 10 – 14 of your Quick Start Guide for additional information on assigning patients:

<https://simplebooklet.com/simemrguide>