Observations – Paediatric Observation Charts

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Quick Reference Guide

This Quick Reference Guide will explain how to:

- Changing Paediatric Chart Types on the Electronic Medical Record (EMR).
- Understanding the logic behind defaulted observation charts

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Important

- EMR Paediatric Observation Charts will automatically default to the patient's age on admission.
- If the patient age increments to the next age group during admission, staff will need to manually change to the next observation chart age group if clinically appropriate
- Newborns who stay longer than 3 month and require a 3 to 12 month chart will need to change to the Paed – 3 to 12 Months (Long Stay) chart.

Changing Paediatric Observation Charts

1. Click on the **Chart Title** (e.g: Paed – 1 to 4 Years)

2. Select the **appropriate chart** for the patient

   Note: *The paediatric observation chart options will display the age group below and above the defaulted observation chart age group.*

3. Fill in the Reason for Chart Change and select **Submit**

4. Check the **Chart Title** on the top left corner of the Observation Chart to check if it has successfully chang