

## PROMIS 4.18 Training

### HHD Waitlist

#### Background:

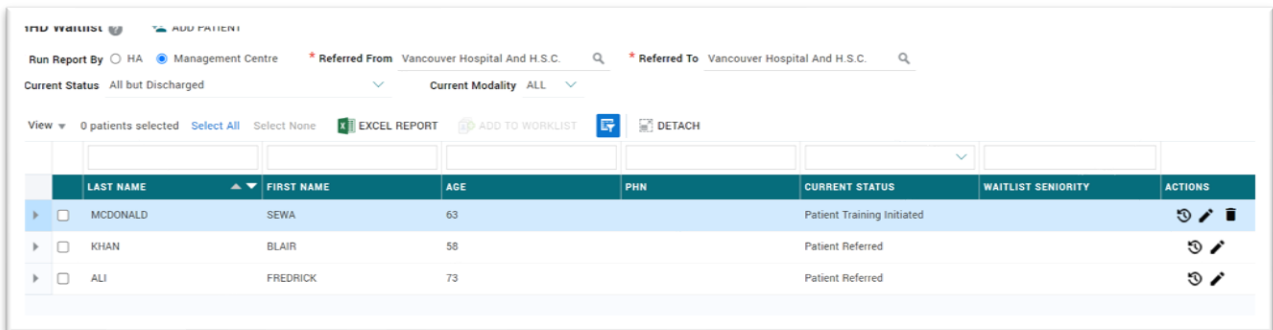
The HHD waitlist is used by BC Renal to track wait times for patients transitioning into home hemodialysis. Data entered in the waitlist specifically, supports the agency in measuring opportunities to increase the uptake and retention of independent therapies. In this upcoming release, we will be moving the HHD Waitlist into PROMIS 4.








#### Navigation:

PROMIS 4 > Patient Waitlists > Waitlists > HHD Waitlist

#### Functionality:

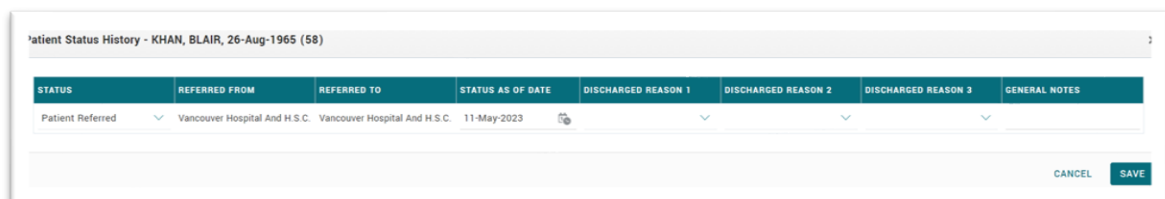
The HHD Waitlist is generated by entering the parameters required and clicking on *Run*. The names of patients that fall within the criteria specified in the parameters will appear:



LAST NAME	FIRST NAME	AGE	PHN	CURRENT STATUS	WAITLIST SENIORITY	ACTIONS
MCDONALD	SEWA	63		Patient Training Initiated		  
KHAN	BLAIR	58		Patient Referred		 
ALI	FREDRICK	73		Patient Referred		 

Three actions can be performed on the patients in the waitlist:

- *Waitlist History*: This icon is used to view or edit the history of statuses for a patient on the HHD Waitlist. You may also edit or add notes and reasons if a patient has been discharged (a reason is mandatory), if applicable.

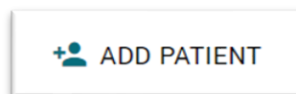


STATUS	REFERRED FROM	REFERRED TO	STATUS AS OF DATE	DISCHARGED REASON 1	DISCHARGED REASON 2	DISCHARGED REASON 3	GENERAL NOTES
Patient Referred	Vancouver Hospital And H.S.C.	Vancouver Hospital And H.S.C.	11-May-2023				

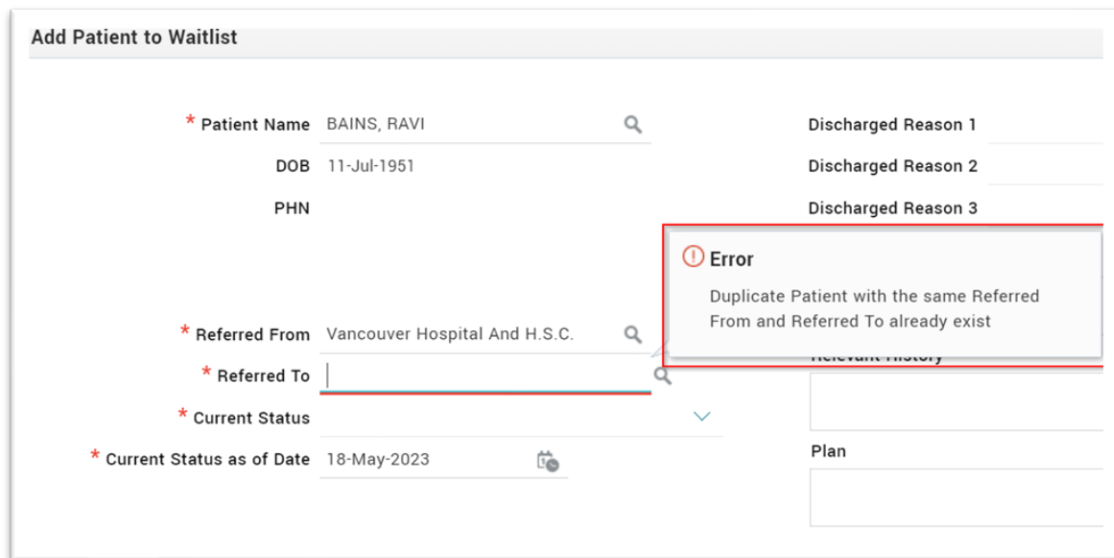
- *The Pencil Icon*: This is used to modify patient's details that are shown on the HHD Waitlist and to add a *Current Status* and *Current Status as of Date* as the patient transitions to different statuses.
- *Delete*: This is used to delete a patient that was added to the waitlist. **NOTE**: Please only use this feature if a patient was **incorrectly added** to the list. For patients discharged from the waitlist, please update the *Current Status* of the patient's record.

**Adding a Patient to the HHD Waitlist:**

- The *Add Patient* button is used to add a patient to the HHD Waitlist.



- When clicked, the *Add Patient to the Waitlist* form is displayed. After adding a patient to the waitlist, please re-run the waitlist to display the newly added patient.
- Please note that there should only be one record for a patient on the HHD Waitlist. If a patient leaves HHD and later resumes this modality, please update their existing record.
- An existing patient cannot be added to the HHD Waitlist and an error message appears if you try to add one:



The screenshot shows the 'Add Patient to Waitlist' form with the following fields and values:

- \* Patient Name: BAINS, RAVI
- DOB: 11-Jul-1951
- PHN: (empty)
- \* Referred From: Vancouver Hospital And H.S.C.
- \* Referred To: (empty)
- \* Current Status: (empty)
- \* Current Status as of Date: 18-May-2023

An error message is displayed in a red-bordered box:

**Error**  
Duplicate Patient with the same Referred From and Referred To already exist

**Adding Selected Patients into a Patient Worklist:**

- This button is used to add selected patients from the HHD Waitlist to a Patient Worklist:



- Selected patient can be added to a new worklist or an existing worklist.

**Exporting to Excel:**

- To export the list of patients in an HHD Waitlist to Excel, please use this button

