

Facility Setup - Charting Dashboard

The Bluestep Charting site allows each Facility to make several customizations to the dashboard layout.

The screenshot shows the BlueStep Charting interface. At the top, there's a navigation bar with 'BlueStep Charting' on the left and 'Config Training Unit' and 'Nancy Nurse' on the right. Below this is a row of quick-action buttons: Alerts (3), MAR (15), TAR (0), Tasks (5), ADLs (186), and Reports. The main content area is divided into several sections:

- Messages:** Shows two recent messages: 'Daughter visit (Re: Carter, Sam (Sammy))' and 'Mickey Lost his tail (Re: Mouse, Mickey (Mick))'.
- Birthdays (Next 30 Days):** Lists birthdays for FLINTSTONE, WILMA (September 20), HOLMGREN, MICHAELA (September 29), Trenton, Travis (September 29), and STANLEY, PAUL (October 13).
- Recent Records:** Lists recent records for Brown, Bill; Anders, Edward (Ed); test, test; Rowe, One; and Sarnoff, Samuel.
- New Residents (Past 30 Days):** Shows a new resident, Moore, Kellen, on August 26.
- Facility Messages:** Contains two messages: 'This is a lovely message!' (dated 05/21/2015) with a list of food items, and 'Sample Facility Message - Enjoy Life!' (dated 05/21/2015).

Step 1. Go to the Facility module and select Facility Record

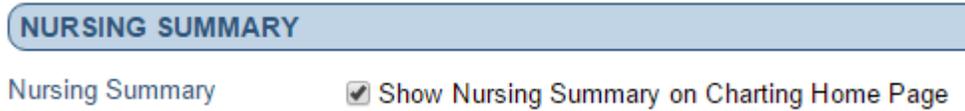
The image shows a navigation bar for the 'Facility' module. It features a door icon on the left and a home icon on the right. The word 'Facility' is centered in a large font. Below it, a horizontal line separates the title from a list of navigation options: 'Facility Record', 'All Facilities', 'All Rooms/Beds', 'Disaster Preparedness', 'Life Safety', and 'Facility Module Help'. A blue arrow points from the top-left towards the 'Facility' title.

Step 2. On the Facility Record navigation select Charting Dashboard

The image shows a vertical navigation menu for the 'Facility Record' section. The menu items are:

- Facility Settings (expanded)
 - Facility Settings
 - Facility Inspection
 - Average Monthly Census
 - Daily Census
 - Setup: Room Locations
 - Rooms/Beds
 - Facility Budget
 - Property List
 - Setup: Medication System
- HL7
- Pharmacy Inbound
 - Setup: Interface Receivers
 - Lab and Imaging Catalog
 - Charting Dashboard (highlighted with a blue arrow)
 - Charting Facility Message

Step 3. The Nursing Summary field allows you to deactivate the summary details of the Nursing Summary on the dashboard. The first screen shot in this document shows the summary details as active.



Step 4. Drag and drop any modules within the Dashboard for the desired layout. If there is a module that is not desired, drag it to the Not Used section. The Dashboard will automatically resize when a module is not used. The Dashboard will allow for 2 items in each column.



Step 5. Additional settings allow you to change the display name of the different times as well as additional settings shown below. Complete the dashboard setup as desired and click save to activate changes.

The dashboard includes the following widgets and their settings:

- Alerts:** 3 alerts (MAR, 15 TAR, 0 Tasks, 5 ADLs, 186 Reports)
- Messages:** Archived, New Message. Recent messages include "Daughter visit (Re: Carter, Sam (Sammy))" and "Mickey Lost his tail (Re: Mouse, Mickey (Mick))".
- Birthdays (Next 30 Days):**

FLINTSTONE, WILMA	September 20
HOLMGREN, MICHAELA	September 29
Trenton, Travis	September 29
STANLEY, PAUL	October 13
- Recent Records:**

Brown, Bill
Anders, Edward (Ed)
test, test
Rowe, One
Sarnoff, Samuel
- New Residents (Past 30 Days):** Moore, Kellen (August 26)
- Facility Messages:** "This is a lovely message! (05/21/2015)" with a list of items like "Muffin, sugar plum pie, sesame snaps, chupa chups, Sesame snaps, sweet roll cake, Sesame snaps, brownie, marshmallow powder, cookie jujubes, Lollipop tiramisu, marshmallow oat cake, I love soufflé, jelly-o, cotton candy." and "Sample Facility Message - Enjoy Life! (05/21/2015)".

Configuration Settings:

- RECENT RECORDS:** Display Name: Recent Records; Records to Show: 5
- MESSAGES:** Display Name: Messages
- BIRTHDAYS:** Display Name: Birthdays; Birthdays to Show: Next 30 Days; Include Staff Birthdays
- FACILITY MESSAGE:** Display Name: Facility Messages
- NEW RESIDENTS:** Display Name: New Residents; New Residents to Show: Past 30 Days

If you have any questions regarding these steps or any others please contact your SNF implementer or Client Care.

Bluestep Client Care Department
(801) 336-3043 / (800) 410-0257