Krames On-Demand®

Tutorial

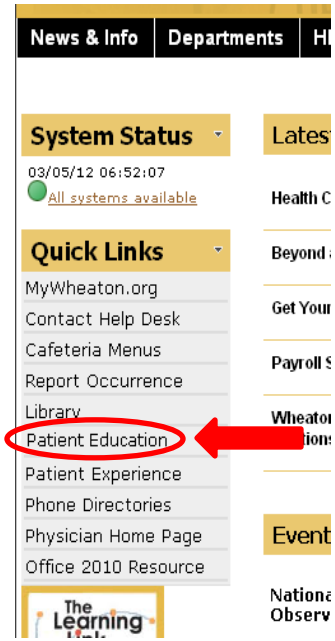
Wheaton Franciscan Healthcare

Included in this tutorial:

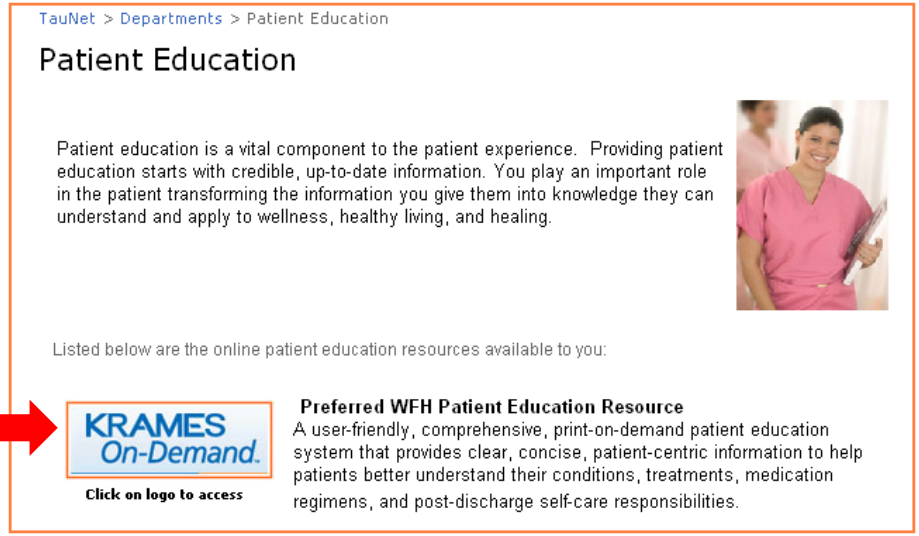
- Getting Started-Accessing the Site
- Browse HealthSheets
- Search HealthSheets
- Medications
- Drop down Menus
- Languages
- Personalizing and Printing Document
- Personalizing and Printing Multiple Documents
- Education Cart
- Patient Chart

Getting Started

1. Go to Intranet Home page
2. Under Quick Links, click Patient Education



3. Click on the KRAMES ON DEMAND Logo



Krames On-Demand®

Quick Start Guide

A step-by-step guide for Krames On-Demand®
electronic patient education system.

There are two ways to find HealthSheets:

1. BROWSE
2. SEARCH

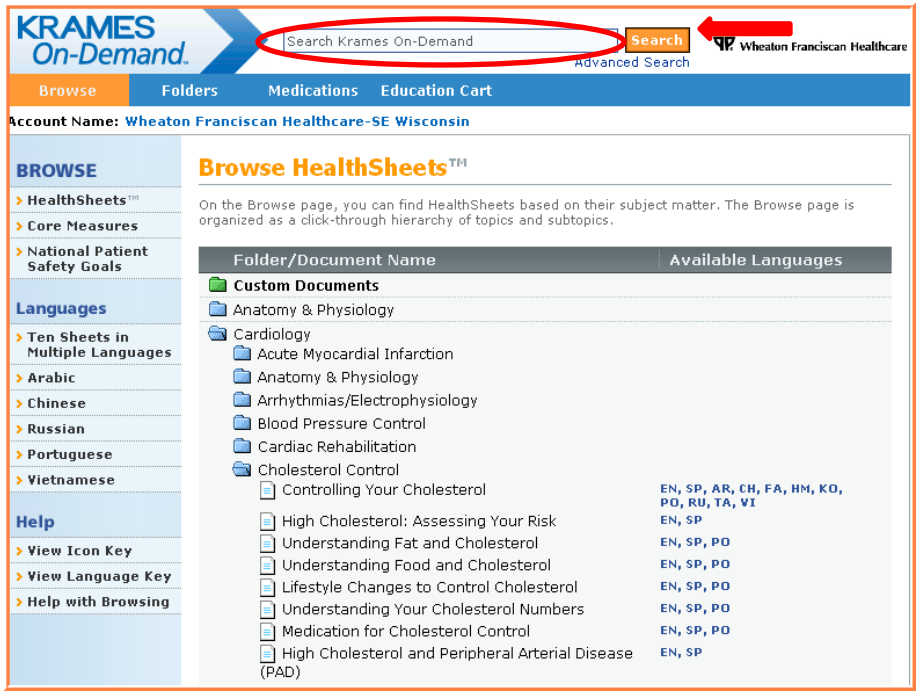
1. The **Browse** feature allows a user to find a HealthSheet™ by selecting a topic and narrowing down to a specific document.

Browse:

1. Select the Browse tab
2. Click on a topic to display a list of subtopics
3. Find a document and click on the title to view it
4. Click the **Back** option in the browser toolbar to return to the browse page

2. **SEARCH**

Enter a search term in the search box to find HealthSheets and drug sheets. All matches to the search term will be listed in the search results. To expand your search, select the Full Text search in the search results to find matches in the body of the document. Use the Advanced Search to find documents using search terms, ICD-9 codes and CPT codes.



Enter a Search Term in the Search Box.

Searching by Search Term:

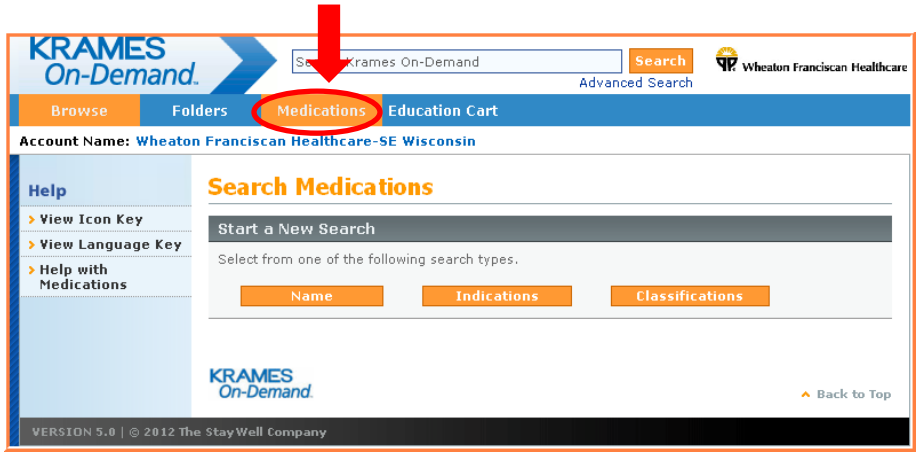
1. Type a search term in the search box
2. Click **Search**
3. All matches will appear in the search results

To initiate a Full Text search:

1. In the search results, go to “For more search results: Full text search on search term.”
2. Click on **Search**
3. All matches will appear in the search results

MEDICATIONS

This tab allows a user to find drug information by name, indication or classification. You may also enter a drug search term in the search box to find drug information.



Medications can be searched by Name, Indication or Classification.

Searching by Drug Name

1. Click **Name** under “Start a New Search”
2. Enter your search term: brand name, generic name or ingredient
3. The default search will find only drugs that begin with the search term you enter. To find drugs that contain a term in any position, choose “Contains”
4. Click **Search**. A list of drugs that match your search term will be displayed

Searching by Indication (optional)

Click Indications under “Start a New Search” and select a letter from the dropdown. Choose an indication and press **Search**

Searching by Classification (optional)

Click Classifications under “Start a New Search” and choose a classification from the list. Press **Search** to find drug sheets

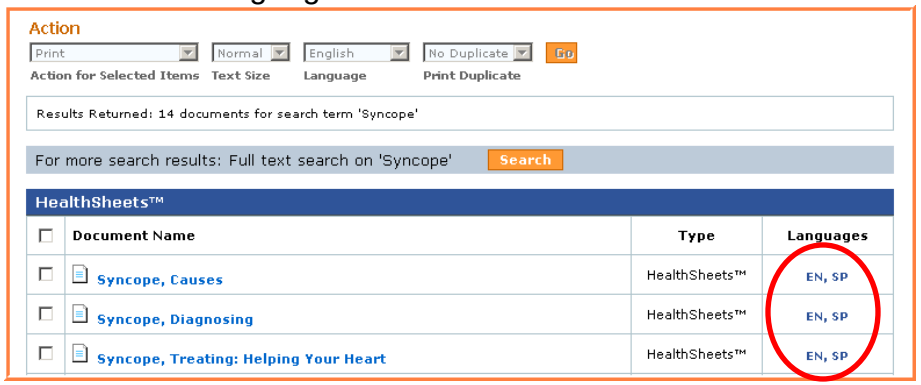
DROP-DOWN MENUS

When viewing a HealthSheet or drug sheet, you have access to dropdown menus. The menus include options that can be applied to the document — Print, Add to Folder, Add to Education Cart or View in a different language.

- After selecting the drop down option, Click **Go** to perform the action selected

LANGUAGES

All Krames On-Demand sheets are available in English and Spanish. The discharge instructions (only) are also available in Russian, Chinese and Vietnamese. Ten key titles are available in 10 different languages.

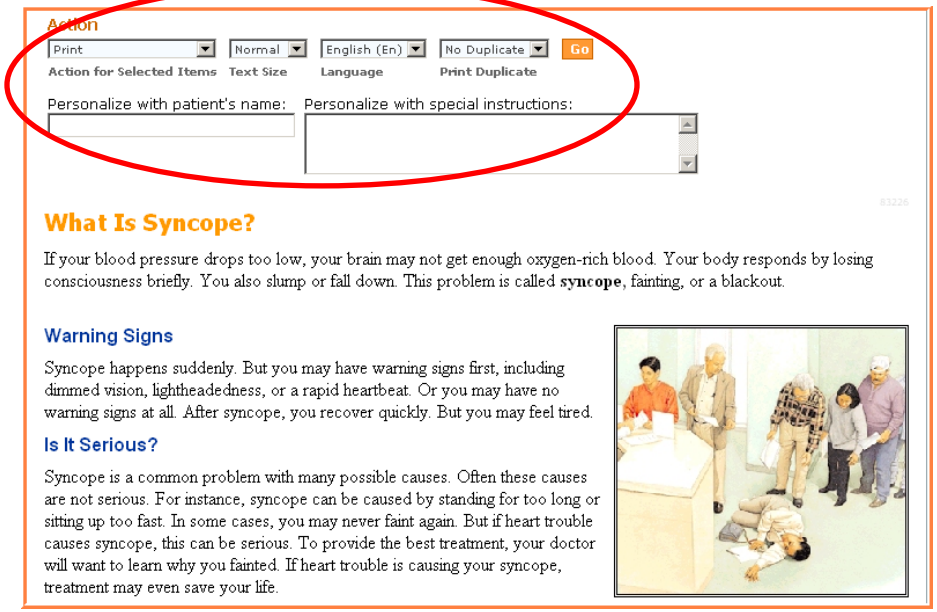


Your Search Results will tell you the available languages for the sheet you have selected.

1. Click the search box at the top of any main KOD page
2. Type in keyword(s) for your search
3. Click **Go**. The Search Results page will appear along with abbreviations for the languages available for a particular sheet
4. Click on any blue HealthSheet title link to view the HealthSheet
5. To view a HealthSheet in a language, choose that language from the dropdown menu and then click **View in**… in the action dropdown. Click **Go**.

PERSONALIZE AND PRINT A DOCUMENT

A HealthSheet or drug sheet can be printed with a patient's name and instructions on the document.



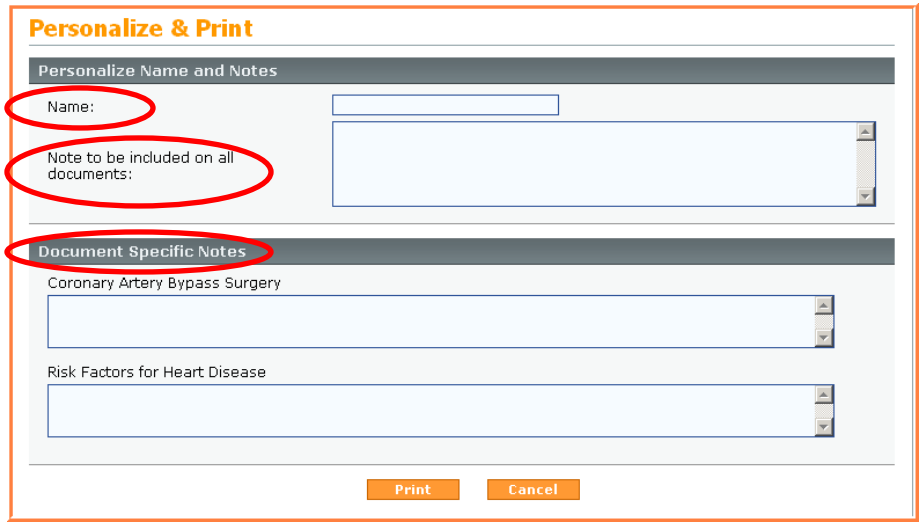
To personalize and print a sheet while you are viewing it:

1. Enter the patient's name and instructions in the text boxes provided at the top of the document.
2. Select **Print** from the Action for Selected Items dropdown
3. (Optional) Select the **Text Size** (the default is Normal, 12 point font)
4. (Optional) Select the **Language** from the dropdown box (the default is English)
5. (Optional) If a language other than English is being printed, select either No Duplicate or English from the **Print Duplicate** dropdown box (the default is No Duplicate)
6. Click the **Go** button to print the HealthSheet or drug sheet. When the print dialog box appears, click Print or OK

PERSONALIZE AND PRINT MULTIPLE DOCUMENTS

This **Action** option allows you to personalize HealthSheets and drug sheets for a patient. You can add the patient's name and notes to each document that is printed.

Personalize and Print is available in the Action dropdown menu 'Action for Selected Items' for documents present in a folder, education cart or search results list.

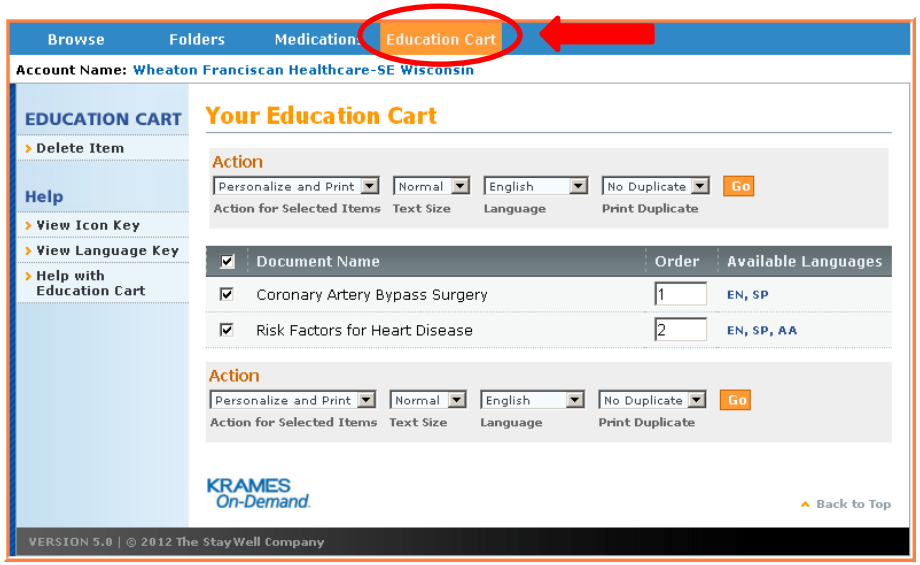


Personalize and Print:

1. Select **Personalize and Print** from the Action dropdown and click **Go**
2. Enter patient's name
3. Add notes to be included on all documents
4. Add specific notes to each document
5. Click on the **Print** button

EDUCATION CART

Documents can be added to the Education Cart from the Browse, Folders, Medications and search results. The documents in the Education Cart can be arranged to print in sequential order or added to a folder.



The Education Cart operates as your online "shopping cart." It will automatically empty when you log out of the KOD program or close your Internet browser.

Add content to the Education Cart:

1. Select the document(s) that you want to add to the Education Cart from Browse, Folders, Medications or search results
2. Select **Add to Education Cart** from the Action dropdown and click **Go**
3. Click on the Education Cart tab to view the content in the cart
4. Choose an Action from the dropdown menu to apply to the documents

Please Note: Krames On Demand will "time out" after 30 minutes

PATIENT CHART

The top of the homepage shows that you are logged on as a generic user. Please note that at this time, your activity on this site will not be recorded in the Electronic Health Record automatically. Please continue to chart all patient education activity according to existing standards.

Your account administrator has enabled the "Patient Chart" default option. This will create a receipt document listing all materials printed. If you have personalized your documents within the program, the entered text will also print on this receipt document.

Please apply a patient label to this document and retain it within the patient's chart, which will become part of the medical record.

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Patient Notes and Instructions: **3/2/2012 10:42:05 AM Central Standard**
Patient's Name: **Traci Brown**
Notes: **It is very important that you keep your pain at pain scale level of 3 or less.**
Please call Dr. X at # if you have pain greater than a level 3.

82502 - Pain Management

85787 - Pain Medications, Common Myths About

84783 - Pain, Communication About

84775 - Pain, Measuring Your
Please use the 0-10 pain scale provided to you in the hospital.