



Clinical IS Job Aid



Topic: FetaLink Workflows - **Cheat Sheet**

Facility: IU Health OB/Maternity

Audience: Nursing

Effective Date
September 29, 2020

Contact
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What: Workflows for FetaLink, as listed below, should be followed when charting in Cerner.

Why: This adds consistency, accuracy and efficiency to system-wide charting.

Associate Monitor

Log-in to FetaLink

1. Select the room where the patient is being monitored.
2. Scan the patient's wrist band.
3. Scan the monitor.
4. Click the Apply button.

Associate Monitor Manually (scanner broken)

From Census View

1. Select the room where the patient is being monitored.
2. Click the Monitor Association Icon
3. Click the Patient Search Icon
4. Enter the patient criteria (*i.e.*, FIN, LN, FN, DOB)

NOTE: FIN is the suggested search criteria to select the correct encounter.

5. Click the Apply button.

NOTE: An encounter will need to be selected from the Census view unless the patient search included the FIN.

Reason for Monitoring

From the Census Screen

1. **Single-click** in the Reason for Monitoring column associated with your patient.
The Reason for Monitoring dialog box will display.
2. Enter the Reason for Monitoring
 - a. Use the Quick Pick options or
 - b. The free-text field.
3. Click the Sign button.

Annotate Strip

From the Patient's Tracing

1. **Double-click** in the tracing at the time you wish to annotate.
2. Enter the annotation
 - a. Use the Quick Pick options or
 - b. Type your note in the annotation box.
3. Click the Sign button.

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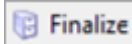
Transfer Patient Room

From the Census View

1. From Census View, click the room you wish to move the patient to.
2. The transfer patient window opens. Scan the wristband.
3. Scan the monitor

Finalize Strip

From the Census View

1. Select Patient to Open strip.
2. Click the Finalize button. 
3. Enter a Reason for Monitoring from the quick pick or free text.
4. Leave the Send PDF box UNCHECKED (*unless requested by physician*).
5. Click Yes to finalize.
The patient will disappear from the Census.

Find an Archived Strip for Previous Patient

From Census View

1. Click on Archive Search Icon
2. Click Patient Search
3. Search by entering patient details (name/dob, etc)
4. Select Patient from Name List
5. From the patient Archive Screen, you can select which episode you would like to view.

Modify or Mark “In Error” an Annotation

1. **Double-click** the annotation.
The annotation opens.

To Modify

1. Delete the current annotation.
2. Enter the new annotation.
3. Click the Sign button.

To Mark “In Error”

1. Type “In Error”.
2. Click the Sign button.

Notes:

- Revision history saves any previous entry(ies).
- One end-user cannot change another end-user’s annotation.