

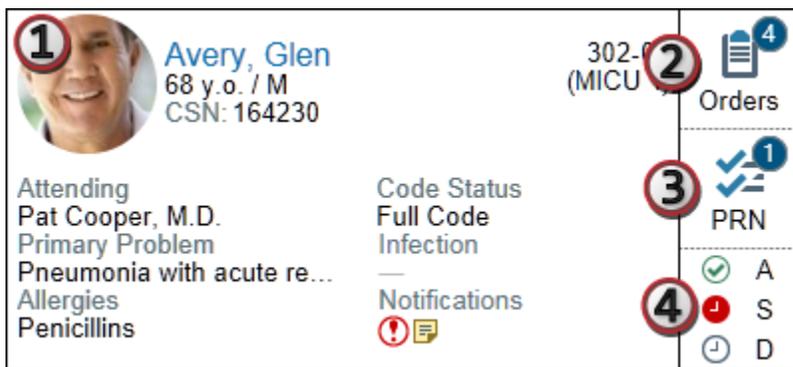
## Plan and Document Your Shift Using the Brain

The Brain is a new home activity that helps you better plan and work through your shift by putting key patient information and tasks in one place. To get to the Brain, click the Brain Home Workspace Activity Tab:



All the patients you sign into automatically appear on the Brain. You can also right-click and assign yourself to the treatment team in Patient Lists to have a patient appear on the Brain.

## Review Your Patients



**1**  **Avery, Glen**  
68 y.o. / M  
CSN: 164230

302-0 (MICU) **2**  **4**  
Orders

Attending  
Pat Cooper, M.D.

Code Status  
Full Code

Primary Problem  
Pneumonia with acute re...

Notifications  

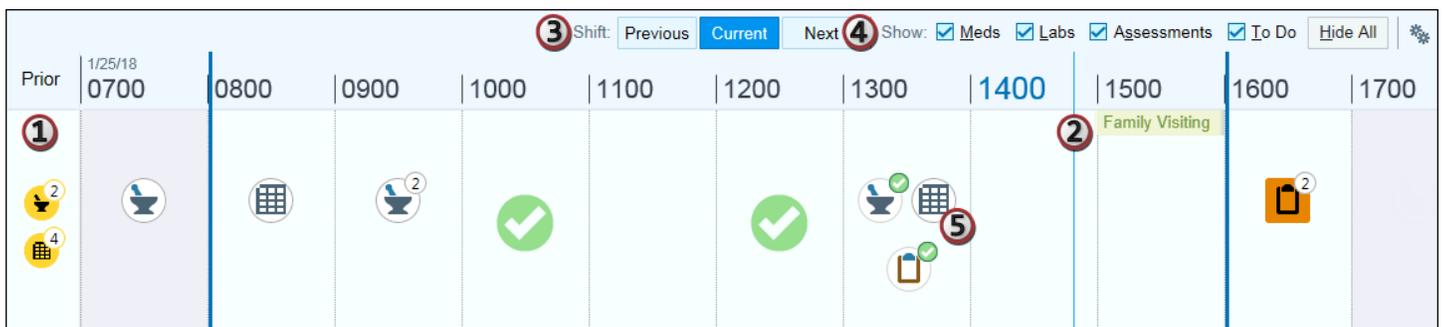

**3**  **1**  
PRN

**4**  A  
 S  
 D

1. Review the patient card to see the information you'd normally review in Patient Lists.
2. Click the Orders icon to review or acknowledge any new, modified, or discontinued orders.
3. Click the PRN icon to review or document any PRN labs, orders, or tasks for the patient.
4. Click the Admission, Shift, or Discharge icons to review or document each type of required documentation.

## Review Your Timeline and Document Tasks

The timeline shows you your entire shift, plus an hour before and after, and is where you document tasks. Any tasks that appear in orange squares are high priority tasks, such as urgent labs, that you might want to review right away.



**3** Shift: Previous Current Next **4** Show:  Meds  Labs  Assessments  To Do Hide All 

Prior	1/25/18 0700	0800	0900	1000	1100	1200	1300	1400	1500	1600	1700
<b>1</b>									<b>2</b> Family Visiting		

Tip: Click  to adjust your settings, including how patients are sorted and whether completed tasks appear on the Brain.

1. Click any icons in the **Prior** column to review and complete tasks that weren't completed during prior shifts. Note that overdue tasks from the current shift appear on the timeline, not in the Prior column.
2. Check out the **Now** line to see where you are in your shift and see what tasks are overdue or upcoming.
3. Review the previous or next shift using the **Shift** buttons.
4. **Filter** the Brain to show only specific kinds of tasks using the filter check boxes.
5. See additional details or document on a task by clicking its icon. The icon appears in an **orange** square if one or more of its tasks are **high priority**, such as urgent labs. Click in the blank space around the icons to see a complete list of all of the patient's tasks for that hour block.
6. You can also scan patient, medication, and specimen barcode labels to document on tasks.

## Add a Reminder

Quickly add patient-specific reminders to the Brain for tasks like calling a patient's family.

1. Click **Reminder**.
2. Select a patient to add the reminder to.
3. Enter your reminder in the **Reminder Name** field.
4. Specify a date and **Start Time** for the reminder or use the **+30 Minutes** or **+1 Hour** quick buttons to set the reminder time.
5. To set a frequency, end date, priority, or documentation type, click the chevron for advanced options.
6. Click **Accept**. Your reminder appears in the appropriate time slot on the timeline.

The screenshot shows the 'Brain' interface with a modal dialog for adding a reminder. At the top, there is a header 'Brain' and a navigation bar with 'Add: Reminder' (with a circled '1' icon) and 'Prior 12/15/17 0700'. The dialog box is titled 'Add Reminder: Hawk, John' and contains the following fields and options:

- Patient:** A dropdown menu with 'Hawk, John' selected and 'Hammer, Abby' as an alternative.
- Reminder Name:** A text input field containing 'Call patient's wife'.
- Start Time:** A date and time selector showing '12/15/2017' and '1220', with quick buttons for '+30 Minutes' and '+1 Hour'.
- Advanced:** A section with a dropdown menu (circled '5') for additional settings.
- Buttons:** 'Accept' (with a green checkmark) and 'Cancel' (with a red X).