



ENS Prompt User Guide

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Accessing PROMPT



ENS Prompt User Guide – Accessing PROMPT

The PROMPT® application is embedded within the CRISP Portal. To access ENS PROMPT® users must:

1. Log into the CRISP Portal with their username, password, and two factor authentication credentials. The URL for the CRISP Portal is <https://portal.crisphealth.org/>
2. Click the 'ENS PROMPT' service card from your dashboard to launch the application. Your dashboard will consist of all the services you have available to access. Each service will be displayed within a card.

The screenshot displays the CRISP Portal interface. At the top, the CRISP logo is on the left, and the tagline "Connecting Providers with Technology to Improve Patient Care" is on the right. Below the logo, it says "© CRISP All Rights Reserved." On the right side of the header, there are links for "SEND FEEDBACK", "PRODUCT UPDATES", a user profile for "KEVIN PHILLIPS", and a "LOGOUT" button. A search bar labeled "Search Applications & Reports" is also present.

Below the header, there is a "Patient Search" section on the left with fields for "First Name", "Last Name", "Date of Birth", "Gender", and "SSN", along with "Reset" and "Search" buttons. To the right of this is a "Search Results" table with columns for "First Name", "Last Name", "Date of Birth", "Gender", "Address", and "Match Score". The table currently shows "No records found".

The main section of the dashboard is titled "Your Dashboard" and contains a grid of service cards. The cards are arranged in two rows. The first row includes: "Emergent Imaging", "Prescriber Reports", "SBIRT", "2020 eCQMs", "COVID-19 LTC Partnership", "ENS PROMPT" (highlighted with an orange border), "HIE Admin Tool", "Referral Portal", and "Referral Portal CBO". The second row includes: "Referral Portal MCO", "EDAS - Emergency Department Advisory System", "COVID Lab Tools - No Patient", "Medisolv", "Vaccine Tracking Service", "Delegator Dashboard", "Panel Processor", and "User Guide & Help".

An orange arrow points from an information icon to the "ENS PROMPT" card, with a text box that says: "Your dashboard may display different services depending on your access".

ENS Prompt User Guide – Accessing PROMPT

Home Page & Features

PROMPT® will display within an eye frame with the 'Reports & Applications' tool bar displaying on the left side and the Portal toolbar at the top of the screen. You can expand the screen by clicking the arrow next to 'Reports & Applications' to collapse the side tool bar.

The screenshot displays the ENS Prompt web application interface. At the top, a blue header bar contains the text "© CRISP. All Rights Reserved." on the left and navigation links "SEND FEEDBACK", "PRODUCT UPDATES", "KEVIN PHILLIPS", and "LOGOUT" on the right. Below the header, a dark blue sidebar on the left lists navigation options: "HOME", "Reports & Applications" (highlighted with an orange box and a left-pointing arrow), "Prescribed Reports", "SBIRT", "2020 eCQMs", "COVID-19 LTC Partnership", and "ENS PROMPT". The main content area is titled "Proactive Management of Patient Transitions" and features a "Notifications" section. This section includes filters for "Received Time", "Newest", "Last 30 Days", and "Filters". Below the filters, it states "No available subscription" and "Status: All". A search bar labeled "Search MRN or Name" is present. A table with columns "NAME", "MRN", "DOB", "EVENT TIME", "FACILITY", "EVENT", "ALERT TYPE", and "STATUS" is shown, but it is empty. At the bottom of the table area, a message reads: "No subscription(s) available currently. Please contact your administrator."

Using PROMPT

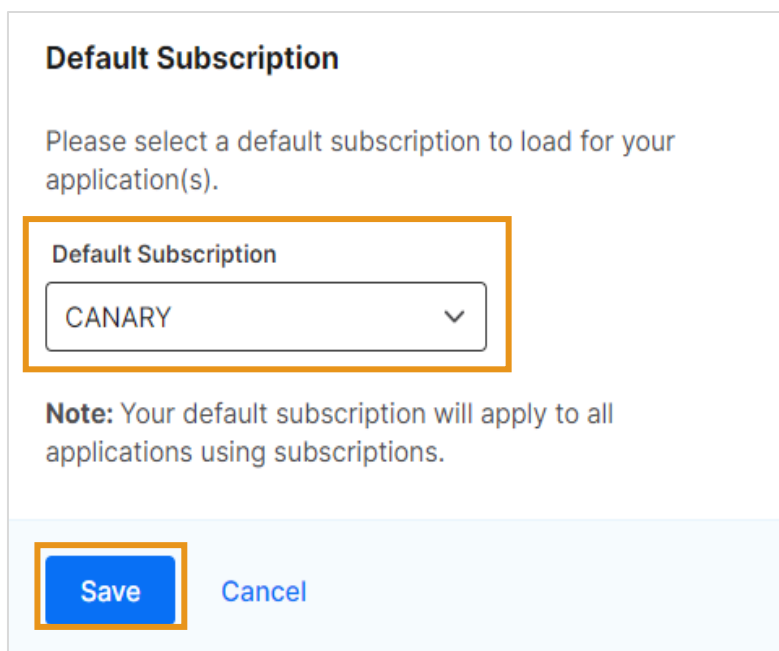


ENS Prompt User Guide – Using PROMPT

Set Default Subscription

Users who subscribe to multiple ENS® panels will be asked to set a default panel view in PROMPT® upon first launch. The default panel subscription tells PROMPT® which panel to load each time you launch the application.

Select the drop-down arrow and the panel subscription from the list of your available panel subscriptions. Click the 'Save' button to confirm your default panel selection.



Default Subscription

Please select a default subscription to load for your application(s).

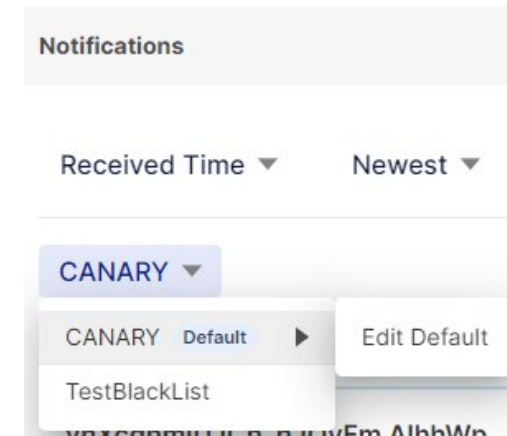
Default Subscription

CANARY ▼

Note: Your default subscription will apply to all applications using subscriptions.

Save Cancel

Users can change the default panel subscription in the future by clicking the subscription filter drop-down, the expansion arrow next to the panel subscription, and the 'Edit Default' button.



Notifications

Received Time ▼ Newest ▼

CANARY ▼

CANARY Default ▶

TestBlackList

Edit Default

ENS Prompt User Guide – Using PROMPT

View Notifications

The PROMPT® home screen will display the ‘Notification Table’ table which displays all the notifications for the patients on the panel you have selected.

Notifications

Proactive Management of Patient Transitions

Received Time ▾Newest ▾Last 30 Days ▾Filters

Search MRN or Name

A4SUBS ▾1 - 100 ▾ of 2,358 <<<>>>🔄🔍

| NAME | MRN | DOB | EVENT TIME | FACILITY | EVENT | ALERT TYPE | STATUS |
|---------------------------------------|---------------|------------|------------------------|----------|--------------|-------------------------|---------------|
| Test, Patient1001 Female, 22 years | | 02/02/2000 | 02/21/2022 05:01 AM | D4HOSP | ER Discharge | Non-Panel Based Rule | Not Started ▾ |
| Test, Patient1000 Male, 22 years | | 01/01/2000 | 02/21/2022 05:00 AM | C4HOSP | IP Admission | Non-Panel Based Rule | In Progress ▾ |
| Test, Patient1000 Male, 22 years | MRN1234567890 | 01/01/2000 | 02/21/2022 05:00 AM | C4HOSP | IP Admission | ADT Notification | Completed ▾ |

ENS Prompt User Guide – Using PROMPT

The notification table contains the following variables:

The screenshot shows a web interface titled 'Notifications' with a subtitle 'Proactive Management of Patient Transitions'. It features a table with columns for patient information and event details. Red boxes and numbers 1 through 9 highlight specific variables in the table headers and data rows.

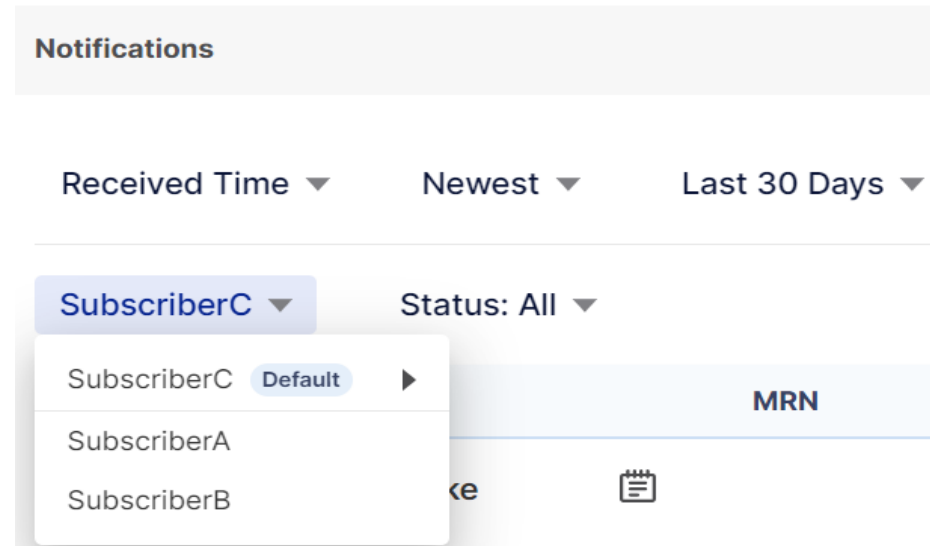
| 1. NAME | 2. [Icon] | 3. MRN | 4. DOB | 5. EVENT TIME | 6. FACILITY | 7. EVENT | 8. ALERT TYPE | 9. STATUS |
|---------------------------------------|-----------|---------------|------------|------------------------|-------------|--------------|----------------------|---------------|
| Test, Patient1001 Female, 22 years | [Icon] | | 02/02/2000 | 02/21/2022 05:01 AM | D4HOSP | ER Discharge | Non-Panel Based Rule | Not Started ▾ |
| Test, Patient1000 Male, 22 years | [Icon] | | 01/01/2000 | 02/21/2022 05:00 AM | C4HOSP | IP Admission | Non-Panel Based Rule | In Progress ▾ |
| Test, Patient1000 Male, 22 years | [Icon] | MRN1234567890 | 01/01/2000 | 02/21/2022 05:00 AM | C4HOSP | IP Admission | ADT Notification | Completed ▾ |

1. **Patient Name** – this column also includes the patient’s gender and age
2. **Event Details Icon** – User can click this field to display additional information regarding a notification. The icon will display as either a spiral notebook paper with lines or a spiral notebook paper with pencil if there are care notes associated to the patient. Specifics about the notification details is covered in the next section in this user guide.
3. **MRN** – Medical Record Number of the patient
4. **DOB** – Date of Birth of the patient
5. **Event Time** – date and time the patient event occurred
6. **Facility** – where the patient event occurred
7. **Event** – displays if the patient event occurred in an Inpatient (IP) or Emergency Room (ER) setting and if the patient event was an Admission, Discharger or Transfer message
8. **Alert Type** – displays why you are seeing the notification. Alerts for patients on your ENS® will display as ENS® PROMPT® or ADT Notification, while notifications from SmartAlert® rules may say ‘Non-Panel Based Rule’
9. **Status** - drop-down value users can update to reflect resolving each notification.

ENS Prompt User Guide – Using PROMPT

View Notifications

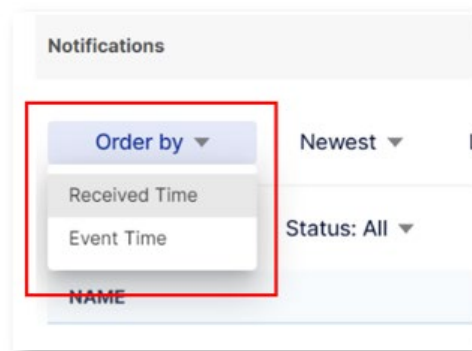
Notifications can be viewed only as one subscription at a time. If you have multiple subscriptions associated with your account, you can toggle to a different subscription by clicking on the drop-down arrow beside the selected Subscription name that displays just above the notifications list table.



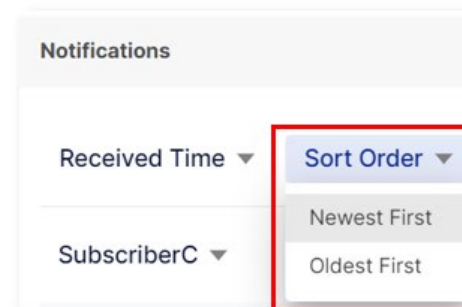
ENS Prompt User Guide – Using PROMPT

The notification table will default load to display all notification types by newest received over the last 30 days. User can change how the table is ordered and sorted with the 'Order by' and 'sort Order' filters. Users can also expand or restrict the date range and filter by status with the 'Date Ranger' and 'Select Status' filters. The screenshots below display how options users can change these filters.

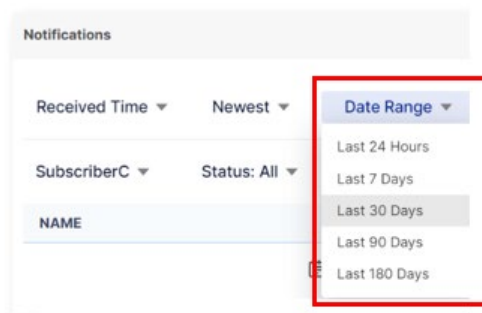
Order By Filter:



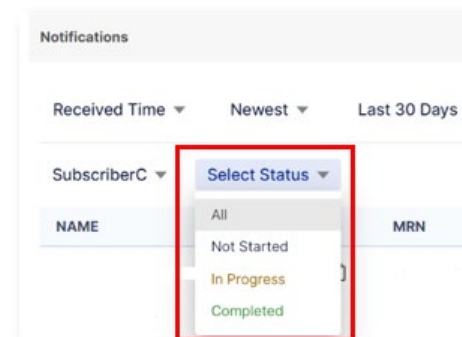
Sort Order Filter:



Date Range Filter:



Select Status Filter:



ENS Prompt User Guide – Using PROMPT

View Notifications

The total number of notifications for your selected subscription will display in the blue text on the left-hand side of the screen. Users can hover over the notification amount to display a small box with a date. That date represents the event date of the last notification received.


Notifications

Proactive Management of Patient Transitions

Received Time ▾

Newest ▾



Last 30 Days ▾

 Filters

SubscriberC ▾

Status: All ▾



As of 06/13/2022

1 - 80 ▾ of 80 << < > >>  

| NAME | MRN | DOB | EVENT TIME | FACILITY | EVENT | ALERT TYPE | STATUS |
|------|-----|-----|------------|----------|-------|------------|--------|
|------|-----|-----|------------|----------|-------|------------|--------|

ENS Prompt User Guide – Using PROMPT

View Notifications

When new notifications generate, an indicator of “New Alerts” will display at the top of the screen along with the number of new alerts on the refresh icon, circled arrow (). The table will not automatically refresh the list of notifications until users click the refresh icon (). The manual refresh allows users to continue their work uninterrupted. When the table refreshes with new notifications, a “New” indicator will appear briefly to the right of the patient’s name.


Notifications

Proactive Management of Patient Transitions

Received Time ▾

Newest ▾





Last 30 Days ▾


 Filters

Search MRN or Name

SubscriberC ▾

Status: All ▾

1 - 100 ▾ of 2,358    





| NAME | | MRN | DOB | EVENT TIME | FACILITY | EVENT | ALERT TYPE | STATUS |
|---|---|------------|------------|---------------------|--------------|--------------|------------------|---------------|
| IAdzcUodVudp, gSxSDg VJxDZs Female, 69 years |  | HISHBLNEVU | 10/15/1952 | 03/18/2022 09:28 PM | CanarySender | ER Admission | ADT Notification | Not Started ▾ |

ENS Prompt User Guide – Using PROMPT

Notification Status

To view and update the notification status, toggle the values under the Status column on the Notification Home Page list view. The font color gives the user a visual indicator of the status. The status values and their colors are:

- Not Started is depicted in the black text;
- In Progress is depicted in the reddish-brown text; and
- Completed is depicted in the green text.

| NAME | | MRN | DOB | EVENT TIME | FACILITY | EVENT | ALERT TYPE | STATUS |
|--|---|------------|------------|------------------------|------------------|-----------------|---------------------|---|
| PgXKhWMIOuxt, PpZbgu IgAiOC Female, 64 years |  | 10BFLID3XQ | 04/16/1957 | 04/08/2022 06:12 PM | CanarySend er | ER Admission | ADT Notification | Set Status ▼ Not Started In Progress Completed |
| YTPfGSfJYNXI, SOSLWQ OcJUTs Female, 69 years |  | X71VRJWXVS | 05/28/1952 | 04/08/2022 05:57 PM | CanarySend er | OP Admission | ADT Notification | |
| bWQSVHbIEULd, gcwewe RhTMsQ Female, 20 years |  | LMEJ3AGDY5 | 09/23/2001 | 04/08/2022 05:42 PM | CanarySend er | IP Admission | ADT Notification | In Progress ▼ |
| fnnVljFbOqQBG, pgTuqb qZqDCW Male, 14 years |  | UQFBT8CJ3J | 10/20/2007 | 04/08/2022 05:27 PM | CanarySend er | ER Admission | ADT Notification | Completed ▼ |

ENS Prompt User Guide – Using PROMPT

Notification Export

Users can export the current list of notifications by clicking the export icon. The export icon appears as a cloud with a downward-facing arrow. Users will need to acknowledge the PHI warning to finish executing the download.

Notifications

Received Time ▼ Newest ▼ Last 180 Days ▼  Filters

 Search MRN or Name

Johns Hopkins Healthcare - Unsecured Only

Status: All ▼

1 - 100 ▼ of [330,541](#) << < > >>  

Export

You are about to download a file containing privileged and confidential and/or protected health information (PHI) and may be subject to protection under the law, including the Health Insurance Portability and Accountability Act of 1996, as amended (HIPAA).

By clicking the 'Download' button, you are stating that you are authorized to view this file. An audit record will be saved with the information below.

Note: If you are a systems administrator, remember that downloading this file to your personal device is not allowed. You must use an approved device to download this file.

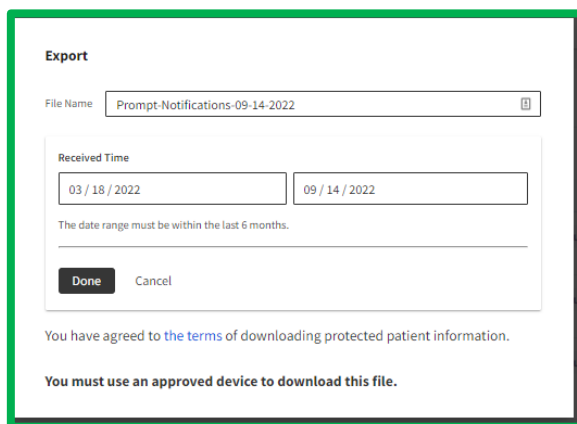
☐ I have read and understood the terms of downloading protected patient information.

Next

Cancel

ENS Prompt User Guide – Using PROMPT

Once the user has checked the PHI checkbox and clicked the “Next” button, the Export window will appear. Users need to give the export file a unique name, define the export timeframe, and select the fields to include in the export file. Users can adjust the time frame by clicking on the Received Time/Event Time row. Users can pick the field columns included in the download by clicking the Event Details row and selecting or de-selecting the field options. Click the “Done” button when finished in each section. Click export to finish exporting the file.



Export

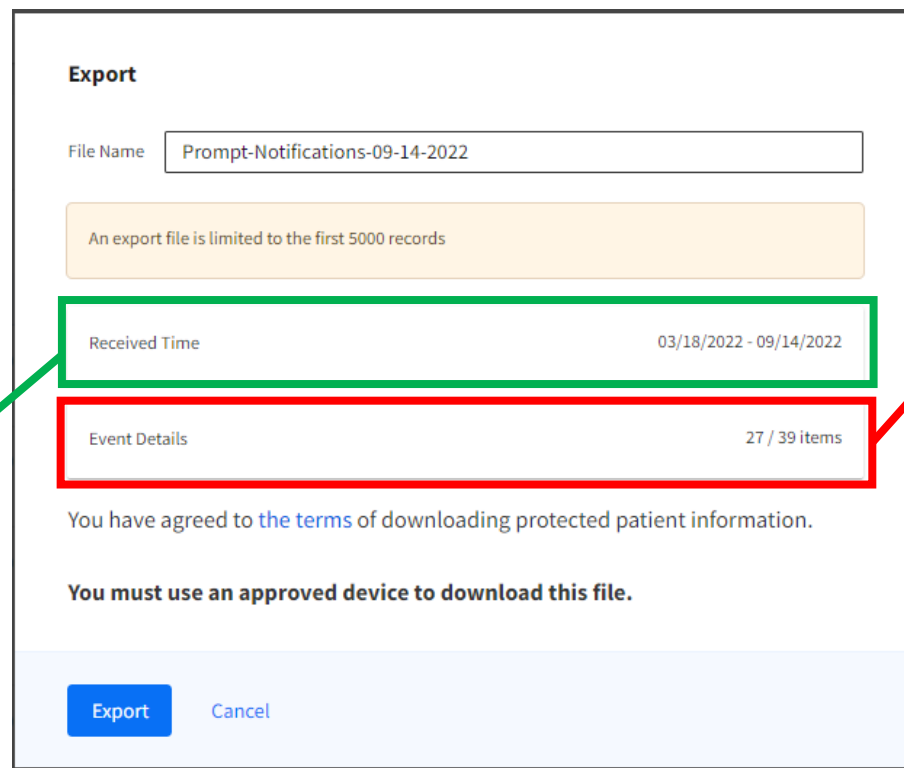
File Name

Received Time

The date range must be within the last 6 months.

You have agreed to [the terms](#) of downloading protected patient information.

You must use an approved device to download this file.



Export

File Name

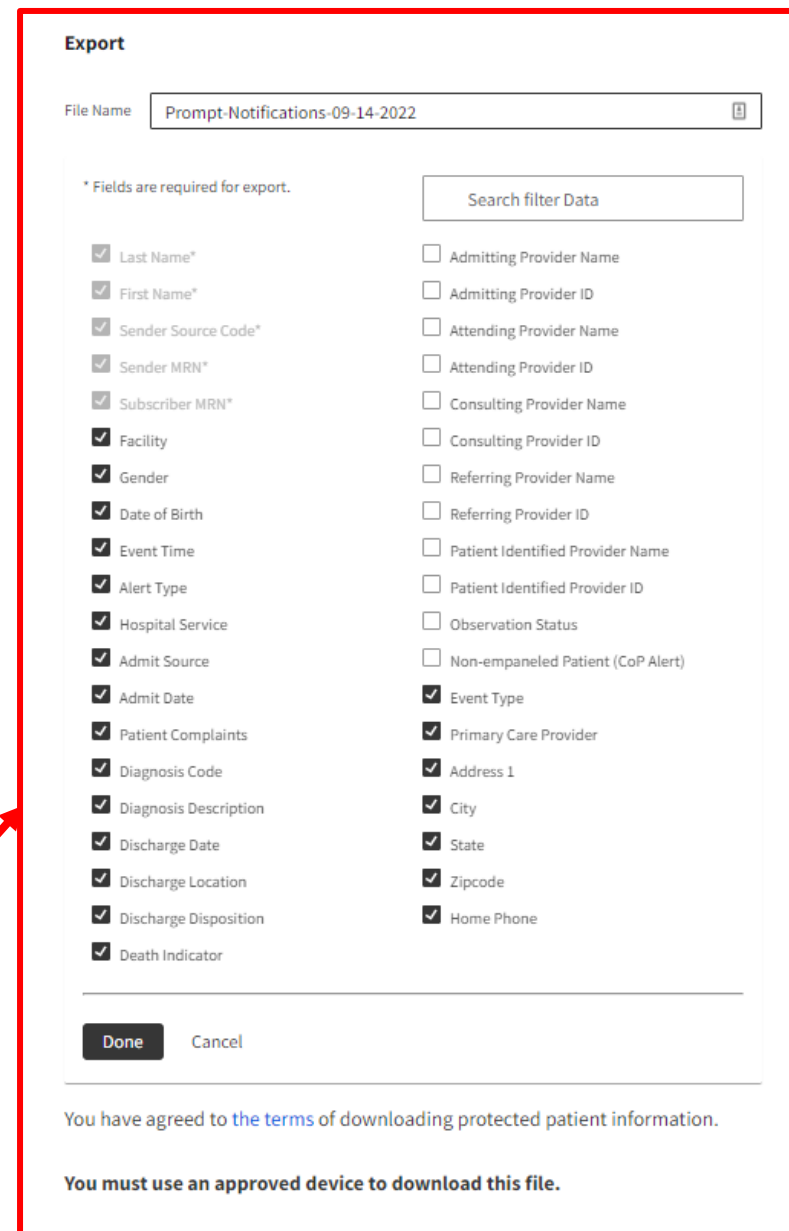
An export file is limited to the first 5000 records

Received Time 03/18/2022 - 09/14/2022

Event Details 27 / 39 items

You have agreed to [the terms](#) of downloading protected patient information.

You must use an approved device to download this file.



Export

File Name

* Fields are required for export.

☒ Last Name* ☐ Admitting Provider Name

☒ First Name* ☐ Admitting Provider ID

☒ Sender Source Code* ☐ Attending Provider Name

☒ Sender MRN* ☐ Attending Provider ID

☒ Subscriber MRN* ☐ Consulting Provider Name

☒ Facility ☐ Consulting Provider ID

☒ Gender ☐ Referring Provider Name

☒ Date of Birth ☐ Referring Provider ID

☒ Event Time ☐ Patient Identified Provider Name

☒ Alert Type ☐ Patient Identified Provider ID

☒ Hospital Service ☐ Observation Status

☒ Admit Source ☐ Non-empaneled Patient (CoP Alert)

☒ Admit Date ☒ Event Type

☒ Patient Complaints ☒ Primary Care Provider

☒ Diagnosis Code ☒ Address 1

☒ Diagnosis Description ☒ City

☒ Discharge Date ☒ State

☒ Discharge Location ☒ Zipcode

☒ Discharge Disposition ☒ Home Phone

☒ Death Indicator

You have agreed to [the terms](#) of downloading protected patient information.

You must use an approved device to download this file.

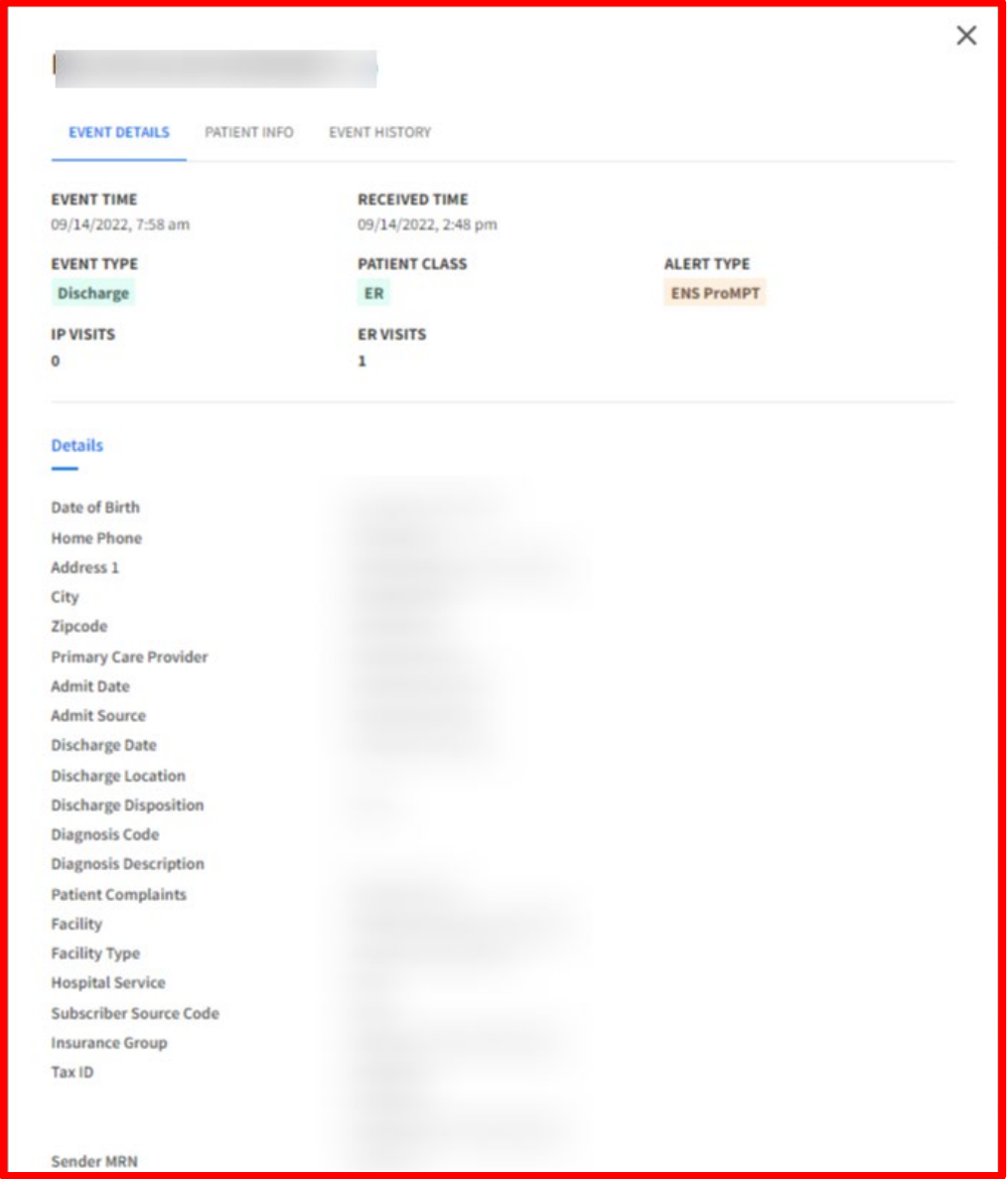
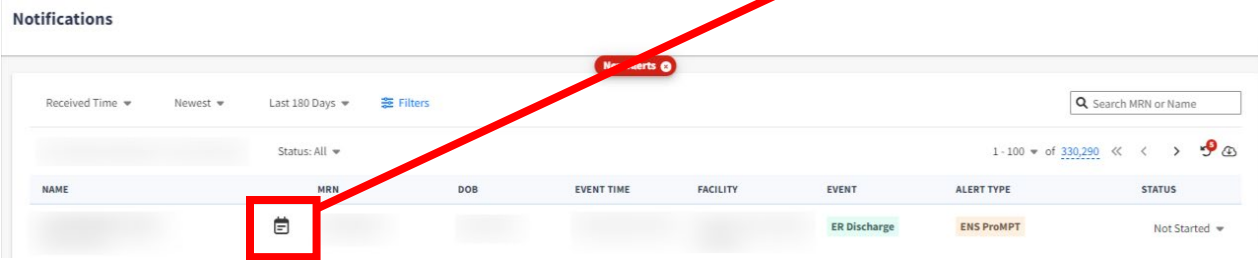
Notification Details



ENS Prompt User Guide – Notification Details

Notification Details Section

Users can view additional information about a notification by clicking on the Event Detail’s icon. The icon will display as either a spiral notebook paper with lines or a spiral notebook paper with a pencil if any care notes are associated with the patient. There are four potential tabs within the notification details pop-up window: event details, patient information, care note, and event history.



ENS Prompt User Guide – Notification Details

Event Details

The notification details pop-up window will default open to the Event Details tab. This tab will display additional information about the event that generated the notification. The top section of fields will always remain the same, but fields displayed in the Details section will reflect the appropriate fields for the Alert Type of the notification. For example, an Alert Type of a Readmission notification may have different information displayed than an Alert Type of a disease-specific notification.

EVENT DETAILS

PATIENT INFO

EVENT HISTORY

EVENT TIME

09/14/2022, 7:58 am

RECEIVED TIME

09/14/2022, 2:48 pm

EVENT TYPE

Discharge

PATIENT CLASS

ER

ALERT TYPE

ENS ProMPT

IP VISITS

0

ER VISITS

1

Details

Date of Birth

Home Phone

Address 1

City

Zipcode

Primary Care Provider

Admit Date

Admit Source

Discharge Date

Discharge Location

Discharge Disposition

Diagnosis Code

Diagnosis Description

Patient Complaints

Facility

Facility Type

Hospital Service

Subscriber Source Code

Insurance Group

Tax ID

Sender MRN

ENS Prompt User Guide – Notification Details

Patient Information

To view the patient information, click on the “Patient Info” tab. The patient information documented in the hospital’s message will display, such as the patient’s date of birth, address, ethnicity & race, phone and work phone numbers, and the hospital’s medical record number (Facility MRN). The subscriber patient information, if submitted with the patient panel, that will display on this tab includes the Emergency Contact, Primary Care Provider, Care Manager, and Insurance.

EVENT DETAILS

PATIENT INFO

EVENT HISTORY

SUBSCRIBER MRN

DOB

FACILITY MRN

ETHNICITY & RACE

EMERGENCY CONTACT

PRIMARY CARE PROVIDER

CARE MANAGER

INSURANCE

PATIENT ENROLLED DATE

ENS Prompt User Guide – Notification Details

Event History

To view a list of event history for the patient within the network, click on the “Event History” tab. Event History displays a high-level event history list of all events for a patient for the past three months across the following event types: Admission (A01), Transfer (A02), Discharge (A03), Registration (A04), Status Change Outpatient to Inpatient (A06), Status Change Inpatient to Outpatient (A07). For each item, the event [date and] time, [patient class and] event type, complaint, and facility will display. To view additional information about an event, such as the diagnosis code, diagnosis description, and discharge disposition, click on the expand icon, a down arrow, for each event history row.

| EVENT DETAILS PATIENT INFO CARE NOTE <u>EVENT HISTORY</u> | | | | |
|---|--------------|---------------------------------------|----------|---|
| Event History: 10/07/2021 - 01/07/2022 ⓘ << < > >> | | | | |
| EVENT TIME | EVENT TYPE | COMPLAINT | FACILITY | |
| 01/03/2022 4:02 pm | IP Admission | cataract left eye 366.19-PV2.3.2 | A4HOSP | ⌵ |
| Diagnosis Code | | A0106 | | |
| Diagnosis Desc | | Bone/Joint/Muscle Infections/Necrosis | | |
| Discharge Disposition | | MED/SUG/CC | | |
| 01/03/2022 2:05 pm | IP Admission | cataract left eye 366.19-PV2.3.2 | A4HOSP | ⌵ |
| 01/03/2022 2:02 pm | IP Admission | cataract left eye 366.19-PV2.3.2 | A4HOSP | ⌵ |
| 01/02/2021 12:02 pm | IP Admission | cataract left eye ----- | A4HOSP | ⌵ |

Filters

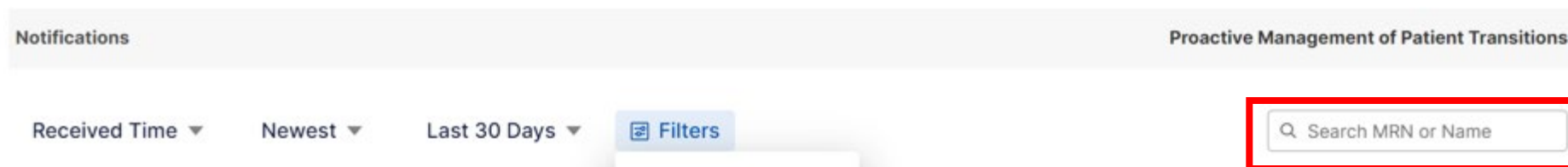
ENS Prompt User Guide – Filters

Filters

Users have two basic filter options to filter the notifications table. Users can filter by Name/MRN or filter by additional fields. Each way can be individually applied or both together.

Filter by Name/MRN

To filter the list of notifications based on a patient's name or MRN, type the information into the 'Search MRN or Name' text box on the right-hand side of the screen. Once you have entered the patient's name or MRN, hit the <enter> key to execute the refinement on the list of notifications. To remove the Name/MRN filtering, click back in the text box, and an "x" will appear on the right-hand side of the box. Click the "x" to remove the applied filter.



The screenshot displays the ENS Prompt interface. At the top, there is a header bar with "Notifications" on the left and "Proactive Management of Patient Transitions" on the right. Below the header, there is a row of controls: "Received Time" with a dropdown arrow, "Newest" with a dropdown arrow, "Last 30 Days" with a dropdown arrow, and a blue button labeled "Filters" with a filter icon. To the right of these controls is a text box labeled "Search MRN or Name" with a magnifying glass icon. This text box is highlighted with a red rectangular border.

ENS Prompt User Guide – Filters

Adding a New Filter

To add a filter, click on the “Filters” button and then the “New Filter” button. Select the drop-down options to build a filter. Users can add multiple fields to refine the list of notifications. Users can add additional conditions for certain fields. Click the “Add Another” button to display a new filter by a set of fields. All fields of the filter must be completed before applying or saving the filter.

The screenshot displays the ENS Prompt interface. At the top, there's a header with 'Notifications' and 'Proactive Management of Patient Transitions'. Below this, a navigation bar includes 'Received Time', 'Newest', 'Last 30 Days', and a 'Filters' button. A dropdown menu is open from the 'Filters' button, showing options: 'New Filter', 'Saved Filters', and 'Edit Saved Filters'. A red box highlights the 'Filters' button and its dropdown menu. A red arrow points from the 'New Filter' option to a 'New Filter' dialog box on the right. The dialog box has a title 'New Filter' and contains two filter conditions. The first condition is 'Subscription' (selected from a dropdown) 'Is' (selected from a dropdown) 'E Subscriber' (selected from a dropdown). The second condition is 'Event Type' (selected from a dropdown) 'Is' (selected from a dropdown) 'Admission' and 'Discharge' (selected from a dropdown). Below these conditions is an 'Add another' button. At the bottom of the dialog box are 'Apply', 'Save', and 'Cancel' buttons.

When building a new filter, we do not recommend utilizing the fields “Event Time” and “Received Time” together within one filter. Using these fields separately allows for the best filter results. Information bubbles define each option. Once you have added and selected all conditions and values, click the “Apply” button to apply the selected criteria. The applied filter criteria will display above the list of notifications.

ENS Prompt User Guide – Filters

Editing a New Filter

After a new filter has been built and applied, you can continue to edit the applied criteria if need be. Click on the “Edit” link next to the applied filter criteria. The filter pop-up window will appear with the current filter criteria already selected. Users can add additional filters by field conditions, remove field values, or edit the currently built fields, operators, and values. Click the “Apply” button to apply the newly selected conditions to the list of notifications. Users can remove a specific applied condition by clicking the red “X” displayed next to it.


Notifications


Proactive Management of Patient Transitions


Received Time ▾

Newest ▾

Last 30 Days ▾

 Filters

Event Type Is Admission 



Gender Is M 

Clear

Save

Edit

CANARY ▾

1 - 100 ▾ of 364 << < > >>  

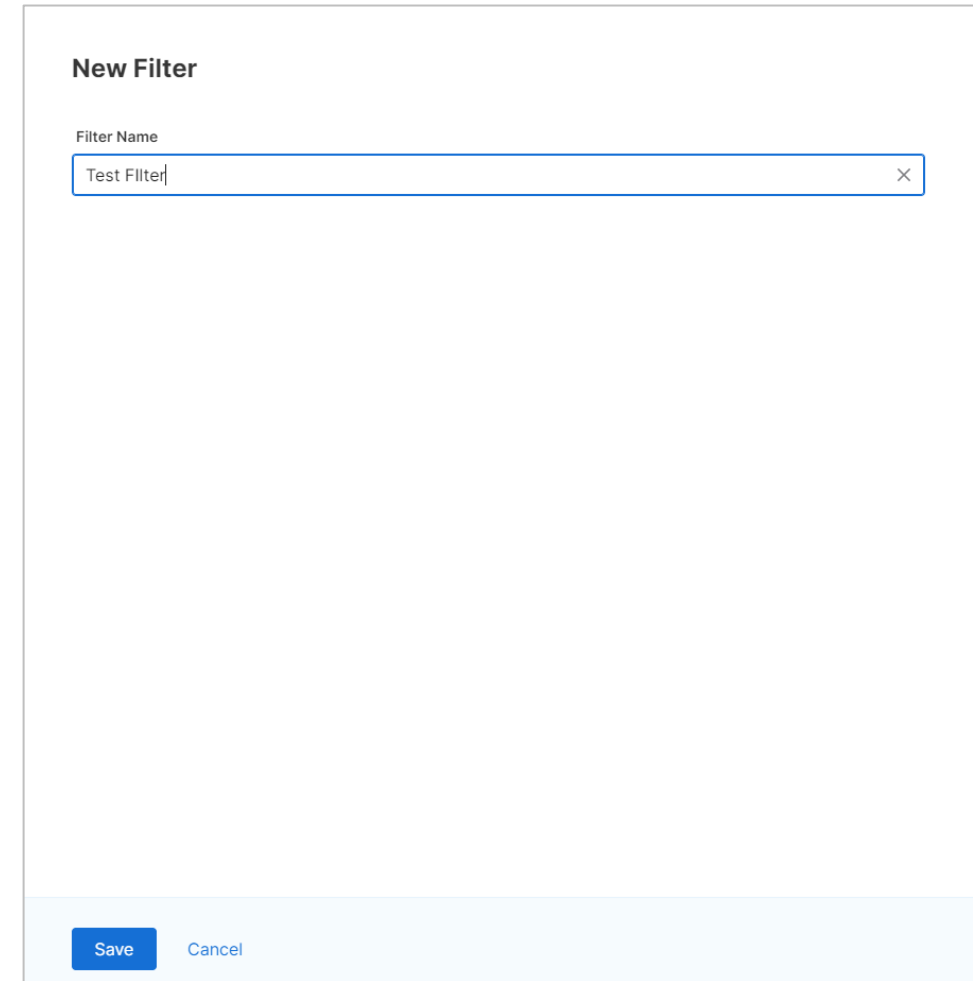
| NAME | MRN | DOB | EVENT TIME | FACILITY | EVENT | ALERT TYPE | STATUS |
|------|-----|-----|------------|----------|-------|------------|--------|
|------|-----|-----|------------|----------|-------|------------|--------|

ENS Prompt User Guide – Filters

Saving a Filter

Users can save applied filters for future use. Users can save a filter during two different steps in the process. The first option to save the filter is when initially building it. The second option occurs after applying the filter conditions. Saved filters apply at the user level and are unassociated with a specific subscription (no other user with access to the panel will see these saved filters).

To save a filter during creation, click the “Save” button instead of the “Apply” button. A new window will appear for the user to name their filter. Enter a filter name with at least three characters and click the “Save” button. This action will save your filter for later use and apply the condition(s) to the list of notifications.

A screenshot of a 'New Filter' dialog box. The dialog has a title bar 'New Filter'. Below the title, there is a label 'Filter Name' and a text input field containing 'Test Filter'. The input field has a small 'x' icon on the right side. At the bottom of the dialog, there are two buttons: 'Save' and 'Cancel'. The 'Save' button is highlighted in blue.

ENS Prompt User Guide – Filters

Saving a Filter

The second way to save a filter is after at least one condition has been applied. A Save button will display next to the filtered condition(s). Any previously saved filter will not present a save button. Click the Save button to open the New Filter window with the applied conditions. Enter a filter name with at least three characters and click the “Save” button. This action will save your filter for later use and apply the condition(s) to the list of notifications.

Notifications

Proactive Management of Patient Transitions

Received Time ▾Newest ▾Last 30 Days ▾

Filters

Event Type Is Admission ✕Gender Is M ✕

ClearSaveEdit

CANARY ▾

1 - 100 ▾ of 364 <<<>>>

| NAME | MRN | DOB | EVENT TIME | FACILITY | EVENT | ALERT TYPE | STATUS |
|------|-----|-----|------------|----------|-------|------------|--------|
|------|-----|-----|------------|----------|-------|------------|--------|

New Filter

Filter Name

Test Filter ✕

Save

Cancel

Received Time ▾Newest ▾Last 30 Days ▾

Filters

Test Filter ^Clear

Event Type Is Admission

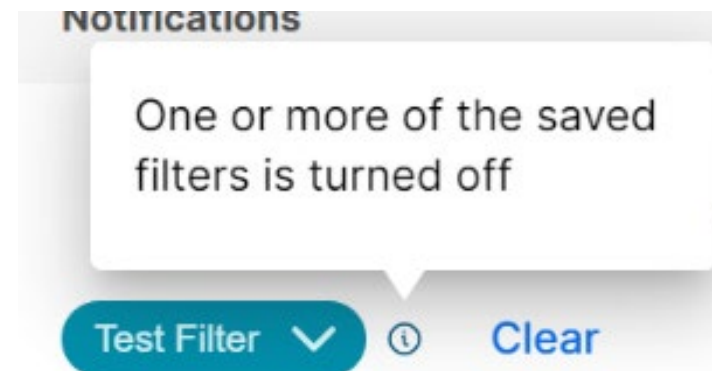
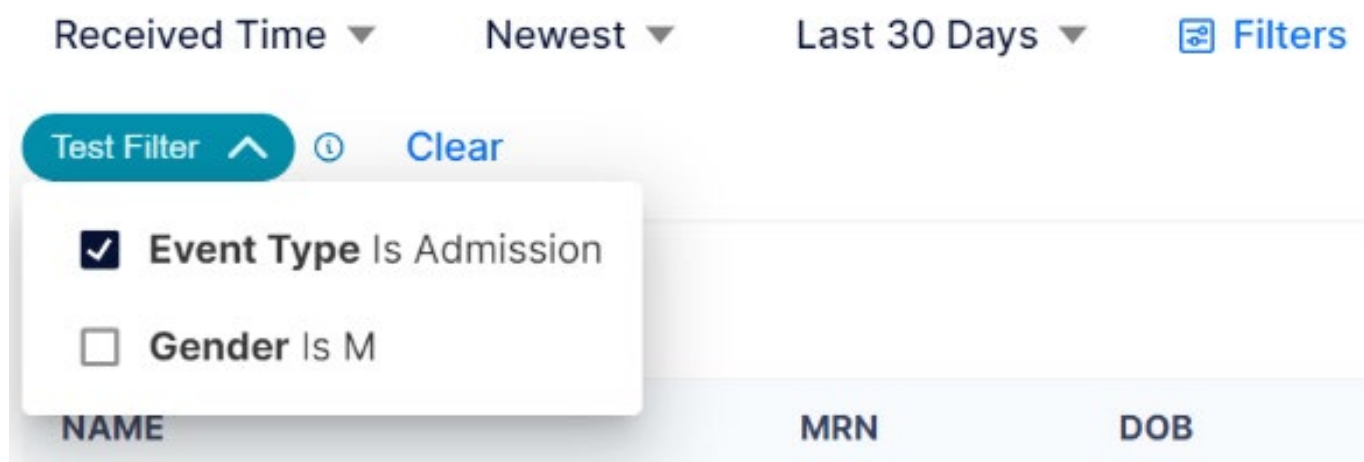
Gender Is M

| NAME | MRN | DOB |
|------|-----|-----|
|------|-----|-----|

ENS Prompt User Guide – Filters

Applying a Saved Filter

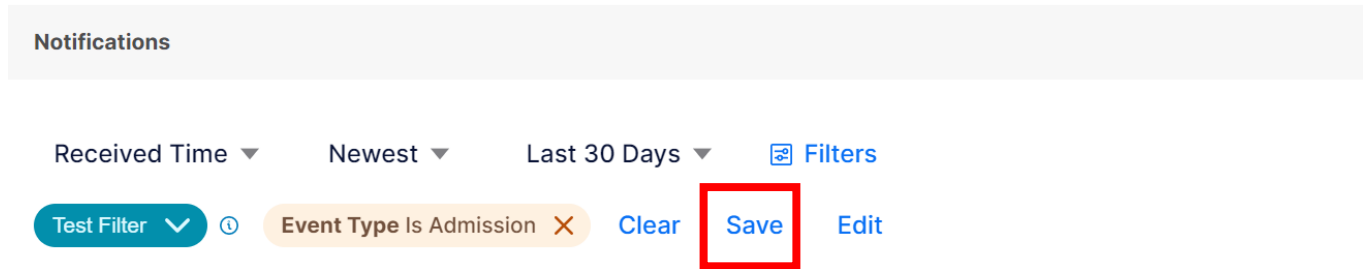
Users can apply a saved filter to the notifications table by clicking on “Filters” and then “Saved Filter” and then the name of the desired filter. Once a saved filter is applied, the saved filter’s name will display above the notification table in a teal bubble. Within that bubble, a down arrow will display next to the filter name. Users can use the arrow button to expand the window to show all the conditions within the saved filter. Users can remove any conditions within a saved filter. When a user turns off any of the conditions within the applied save filter, an information icon (an “i” within a circle) will appear beside the saved filter. When users click on that icon, a pop-up will display with text indicating that one or more of the conditions within a saved filter has been removed.



ENS Prompt User Guide – Filters

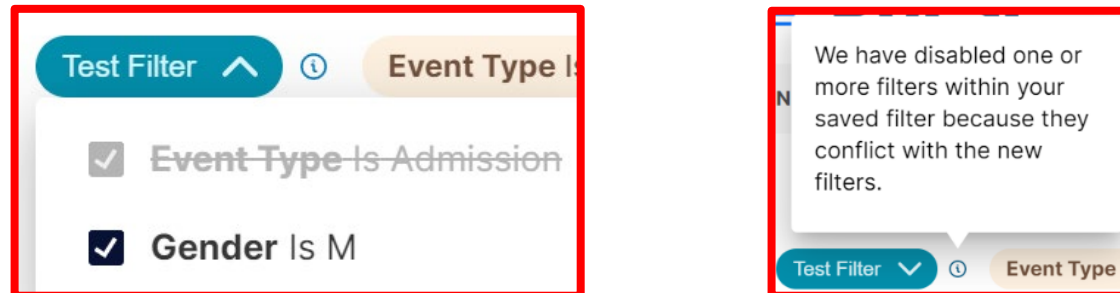
Applying a Saved Filter and a New Filter Together

Users can build filters by using a combination of a Saved Filter and a New Filter rather than having to start from scratch. The order in which you apply the filters (saved versus new) does not matter. Follow the steps in the previous sections, *'Applying a Saved Filter'* and *'Adding a New Filter'*. Once the new filter and saved filter are applied, users can save both the new and saved criteria into a new filter by following the same steps detailed in the section on *'Saving a Filter'*.



System Automatic Handling of Duplicate Filter Conditions

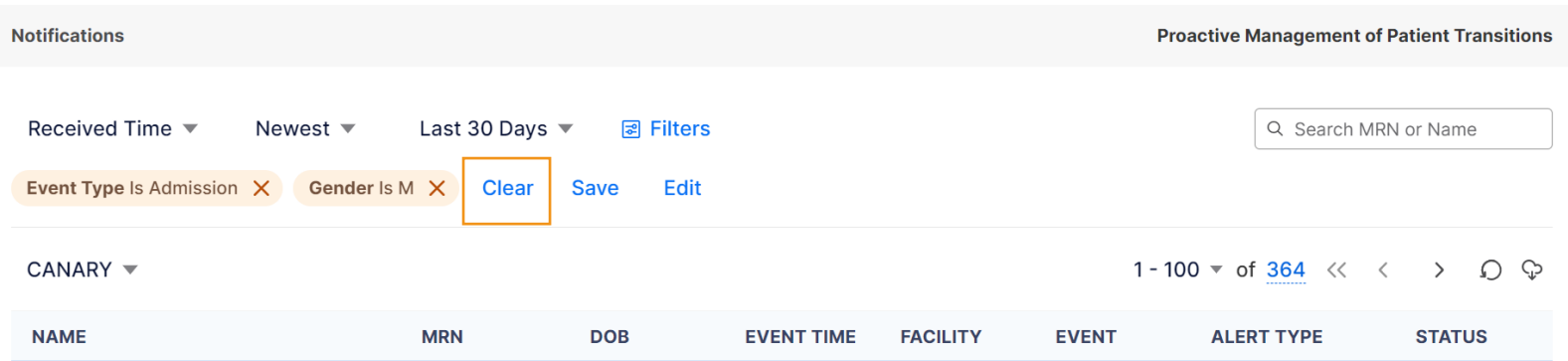
When the same value and logic condition has been selected and applied within a new filter and a saved applied filter, the duplicate will automatically be temporarily turned off in the saved filter, and a message will appear briefly to let you know.



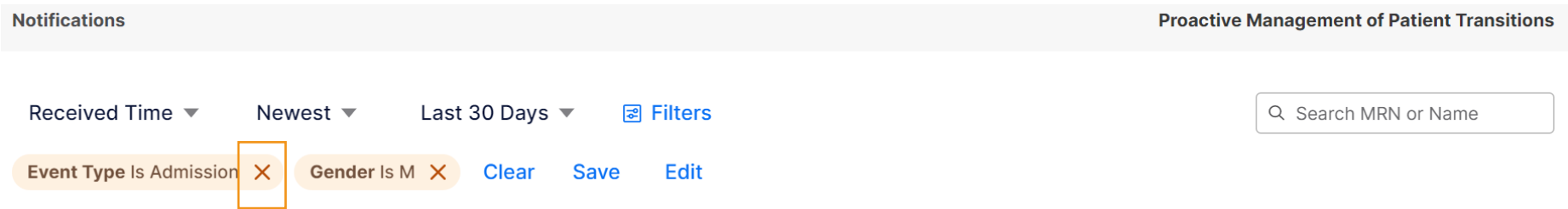
ENS Prompt User Guide – Filters

Removing an Applied Filter

Users can remove all applied filters by clicking on the “Clear” button. This action will remove all applied criteria, except any name/MRN condition(s), and reset the notification table to display all notifications.



Users can remove individual conditions within a filter by clicking the red “X” next to the condition of choice.



ENS Prompt User Guide – Filters

Editing or Deleting a Saved Filter

Users can edit previously saved filters by clicking on the “Filters” button and then the “Edit Saved Filters” button. Click on the ellipsis icon, three dots in a line, next to the filter you wish to edit, and click the “Edit” button. Users cannot edit a filter that is currently applied.

To edit the filter, users must remove the applied filter first before editing it. Once in the edit mode, users can add or remove filter criteria or rename the filter. Once you have made all necessary changes, click the “Save” button. Users can also delete the saved filter from this screen by clicking the “Delete” button.

Saved Filters

Test Filter

Non-Outpatient Admissions

Edit
Duplicate
Delete

The screenshot shows the 'Edit Filter' modal for 'Test Filter'. It contains two rows of criteria: 'Subscription' is 'Is' 'Subscriber', and 'Event Type' is 'Is' 'Admission' and 'Discharge'. There is an 'Add another' button below the criteria. At the bottom, there are 'Save', 'Cancel', and 'Delete' buttons.

| Criteria | Operator | Value |
|--------------|----------|----------------------|
| Subscription | Is | Subscriber |
| Event Type | Is | Admission, Discharge |

Buttons: Save, Cancel, Delete

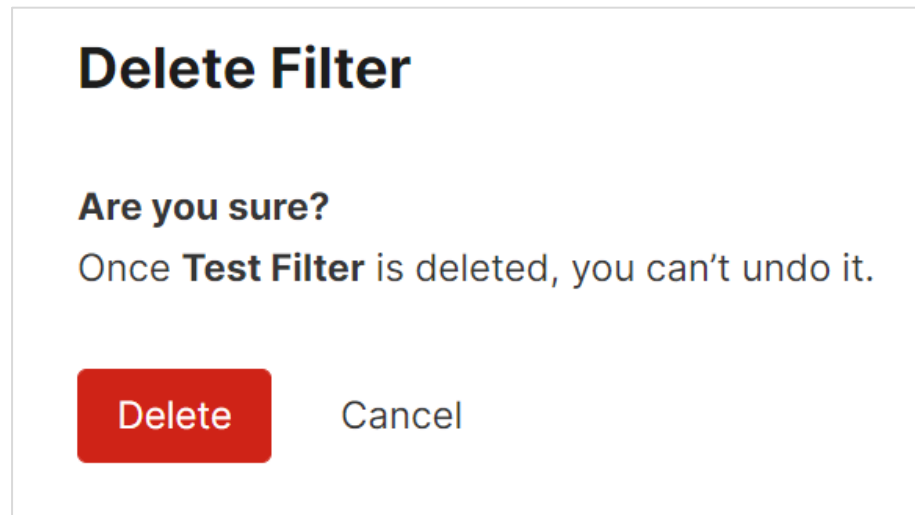
ENS Prompt User Guide – Filters

Duplicating a Saved Filter

Users can create a duplicate of a saved filter by clicking on the Filters button and then the Edit Saved Filters button. Click on the ellipsis icon, three dots in a line, next to the filter you wish to duplicate, and click Duplicate. A new filter is created in the list with the word copy appended to the original filter name. Users can then choose to 'Edit' the new filter under the ellipsis icon menu, change the filter name, and modify the filter conditions selected.

Deleting a Saved Filter

Users can delete a saved filter by clicking on the Filter button and then the Edit Saved Filters. Click on the ellipsis icon, three dots in a line, next to the filter you wish to delete, and click Delete. A Delete Filter confirmation window will appear. Click the “Delete” button to confirm deleting the saved filter or click the “Cancel” button to revert the delete action.



Care Teams


ENS Prompt User Guide – Care Teams


Viewing a Patient’s Care Teams

Users can view a patient's care teams by clicking on the patient's name from the notifications list on the Notification Home Page. A Patient Summary page will display a list of care teams or subscribers. Care teams and subscribers appear in order by update date, with most recent dates displaying first. Only the top five care teams or subscribers display in the initial table. To view the entire care team list, users can click the open in a new window icon, a square with an arrow coming out the upper right-hand corner.

Notifications / Patient Summary

Proactive Management of Patient Transitions

 Care team



| ORGANIZATION | ORG PHONE | CARE MANAGER | CARE MNGR PHONE | PCP |
|--------------|--------------|--------------|-----------------|-----|
| A4SUBS | 301-123-4567 | | | |