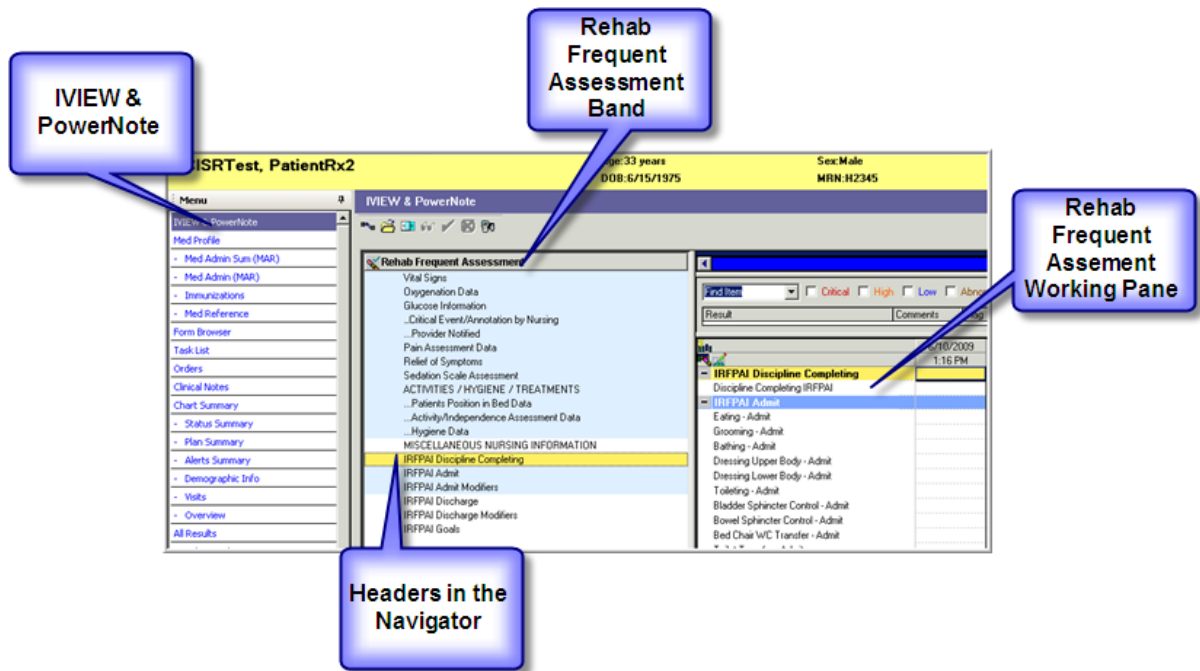


## IRF-PAI Documentation in ORCA

IRF-PAI documentation is found in **IVIEW & PowerNote** under the **Rehab Frequent Assessment Band**. In this section of ORCA, all disciplines can document their FIM scores. Once documented, these scores are easily searchable in the All Results section of ORCA.



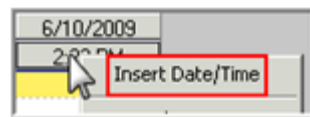
### Tips to help navigate in IVIEW:

- Under the **Rehab Frequent Assessment Band**, select a header in the **Navigator**.
- Selected header becomes yellow in the Navigator and moves to the top of the **Rehab Frequent Assessment Working Pane**.
- **Blue Headers** - Display in Working Pane
- **White Headers** - Not displayed in Working Pane (until selected) but are available and become blue once they are selected
- Working Pane shows headers and parameters.

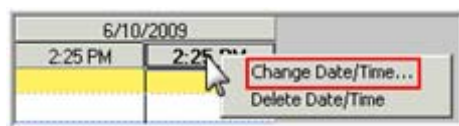
## Adding Time in the Working Pane Flowsheet

When recording a FIM score, add a time column representing a time that the assessment was made

1. **Right-click** over the current time and select **Insert Date/Time**



2. **Right-click** on the bolded time and select **Change Date/Time**



3. Change the date and time as appropriate
4. Press **Enter**

Once multiple disciplines have entered data, the flowsheet will look something like this:

	6/10/2009			
	3:03 PM	2:30 PM	2:15 PM	2:00 PM
- IRFPAI Discipline Completing				
Discipline Completing IRFPAI		PT	FIM Certified RN	OT [2]
- IRFPAI Admit				
Eating - Admit			2	3
Grooming - Admit			3	3
Bathing - Admit			3	3
Dressing Upper Body - Admit				3
Dressing Lower Body - Admit				3
Toileting - Admit				3
Bladder Sphincter Control - Admit			2	3
Bowel Sphincter Control - Admit			2	3
Bed Chair WC Transfer - Admit				3
Toilet Transfer - Admit				3
Tub or Shower Transfer - Admit				3
Locomotion Walk - Admit		3		
Locomotion Wheelchair - Admit				
Locomotion Walk and WC - Admit				
Locomotion Stairs - Admit		1		
Comprehension Auditory - Admit				



## Activating Cells for Charting

Cells must be activated before FIM scores can be entered. Activation can be done by section or one cell at a time.


### Activate a Section

1. In the navigator, click on **IRFPAI Discipline Completing**
2. In the working pane, double-click on the header under the appropriate time
3. A check mark appears in the header indicating the cells of that section are active for charting
4. Select the appropriate discipline
5. Double click on the next heading to document (IRFPAI Admit, IRFPAI Goals, etc.)
6. Click in the cell and document FIM scores

*Note: use Tab or Enter to go from cell to cell*

7. When finished, click **Sign** 

### Activate One Cell


1. Right-click in the cell and select **Add Result**
2. Enter FIM score
3. **Sign** 

*Note: to remove data before signing, click on the cancel icon*



## Modifying Data

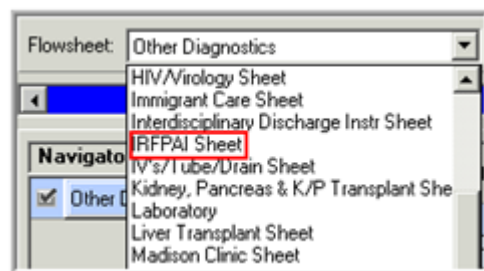
Once data is signed, it's possible to modify if a charting error occurred.

1. Right-click on the value to modify
2. Select **Modify**
3. Enter the correct value
4. **Sign** 

## The IRF-PAI Flow Sheet

The All Results section of ORCA contains the IRFPAI flow sheet. This flow sheet summarizes the IRF PAI Data.

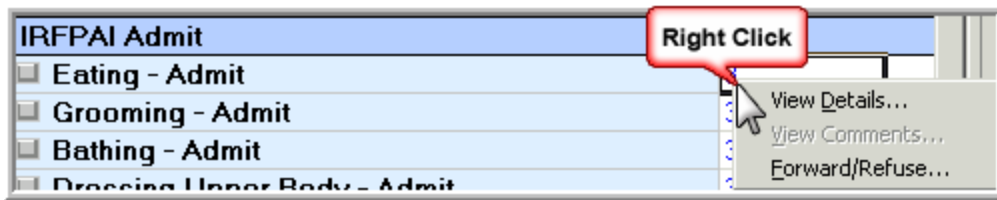
1. From the menu, click **All Results**
2. From the drop-down menu, select **IRFPAI Sheet**



3. All IRF-PAI data will display

*Note: If data appears to be missing, change the search criteria in the horizontal blue bar above the flowsheet*

To view the details of each entry, **right-click** on the value and select **View Details**



From the **Result Details** window, click **Action List** to see who entered the data.

