

How to Add a Pathway to a Patient

When you create a new patient, after setting up their profile, you can assign a pathway based on their health condition. The pathway is a set of questions and biometric readings that the patient will answer during a scheduled time on their device.

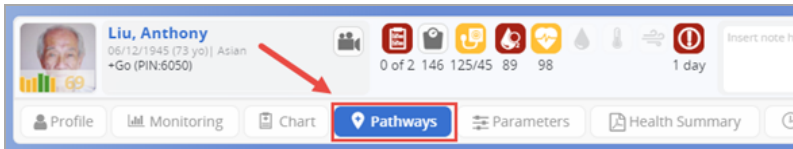
To edit a pathway on the Patient Pathways page, the Care Team member must have at least the *Clinical Level 2* user role.

Opening the Patient Pathway Page

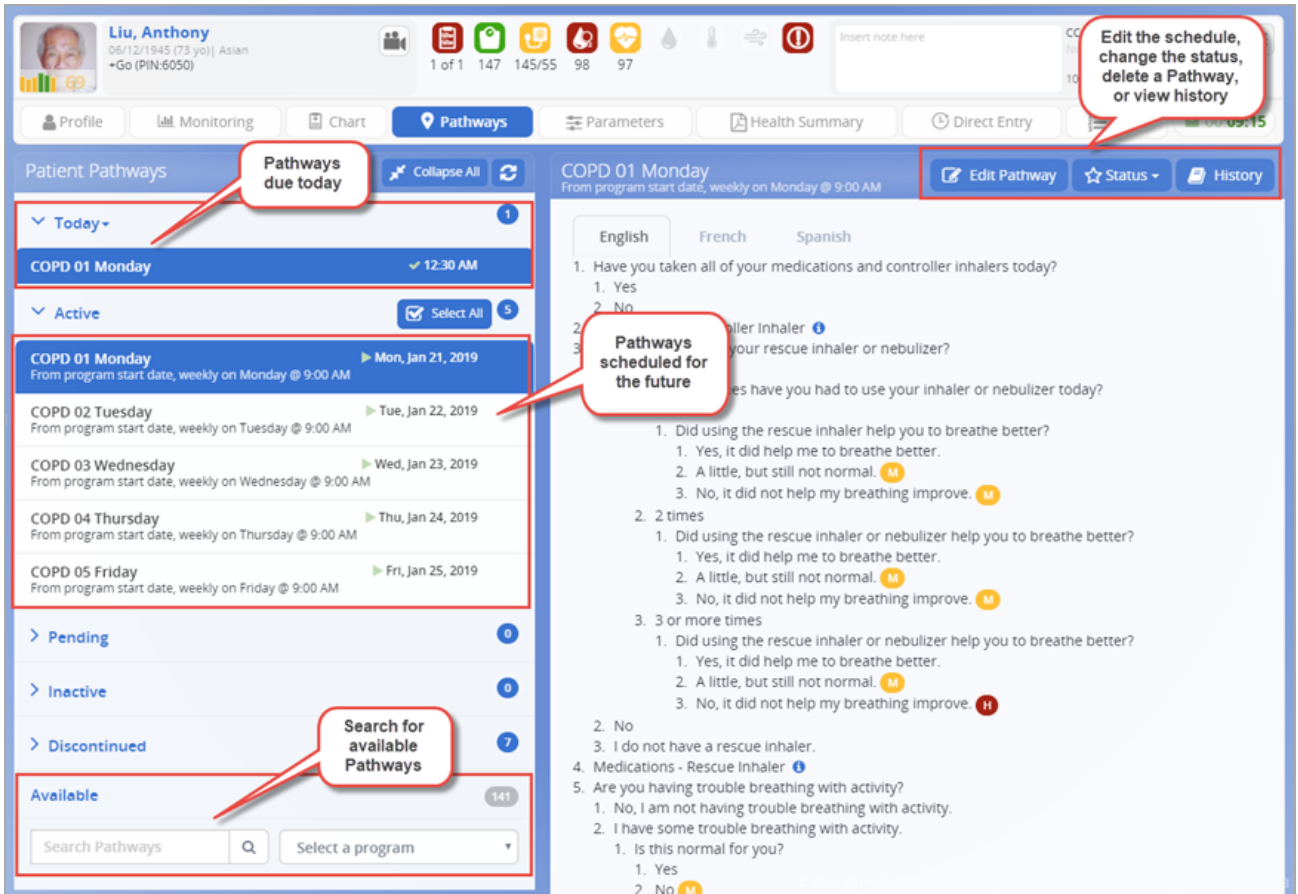
1. On the Patient List page, click in the patient header.

The Patient Profile page appears.

2. Click the **Pathways** tab.




The **Patient Pathways** page appears.



Step 1: Adding Available Pathways

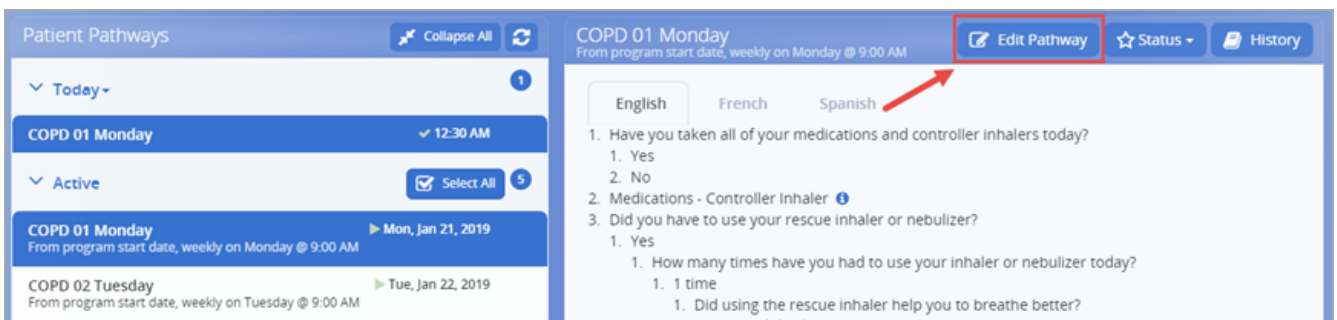
Do either of the following:

If you want to	Then
Add all pathways for a program	<p>a. In the Available area, do either of the following:</p> <ul style="list-style-type: none"> In the Search Pathways box, type the name of the Pathway. In the Program list, click the program to which the Pathway applies. <div data-bbox="659 1541 1281 1698" style="border: 1px solid #ccc; padding: 5px; margin: 10px 0;"> <p>Available 171</p> <p>Search Pathways <input type="text"/> <input type="button" value="Q"/> Select a program <input type="button" value="v"/></p> </div> <p>The Pathways that match the criteria appear in the list.</p> <p>b. Click Add All.</p>

If you want to	Then
	All the Pathways available for that program are added to the Active list.
Add an individual pathway	<p>a. In the Available pathways area, do either of the following:</p> <ul style="list-style-type: none"> In the Search Pathways box, type the name of the Pathway. In the Program list, click the program to which the Pathway applies. <p>b. Click  at the end of the pathway you want to add.</p> <p>The Pathway appears in the Active list and the details appear in the right panel.</p>

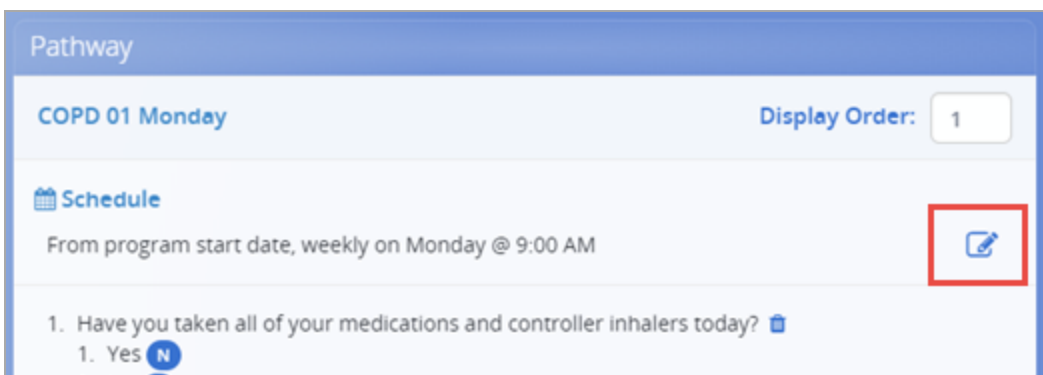
Step 2: Scheduling the Pathway

- To make changes to the patient's Pathway schedule, click **Edit Pathway**.



The edit Pathway page appears.

- Click  (edit schedule icon).





The Pathway Schedule window appears.

3. On the Patient Pathway Schedule page, you can do the following:

- Override the start date. The current start date appears in green, and you have the option to type a new start date or use the calendar.
- Edit the recurrence (daily, weekly, or monthly).

If you want the pathway to recur	Then
Daily	<p>a. Select Daily.</p> <p>b. Do either of the following:</p> <ul style="list-style-type: none"> • Select Every ___ Day, and then type the interval of days. The pathway will appear for the patient on the start day and repeat in the interval specified. • Select Every weekday. The pathway will appear for

If you want the pathway to recur	Then
	<p>the patient on the first weekday (Monday, Tuesday, Wednesday, Thursday, or Friday) and repeat on the next weekday and every weekday after until the pathway end date.</p> <div data-bbox="894 527 1531 688" style="border: 1px solid #ccc; background-color: #fff9c4; padding: 10px; margin-top: 10px;">  This option is the same as specifying Weekly>On every 1 week(s) on Mo, Tu, We, Th, Fr. </div>
Weekly	<ol style="list-style-type: none"> a. Select Weekly. b. In the Recur every ___ Week(s) box, type the number of weeks in which the pathway will repeat. c. Do either of the following: <ul style="list-style-type: none"> • Select on the day the pathway started to indicate the pathway will appear for the patient on the day the pathway is scheduled to start and then repeat in seven days times the value that you specified for Recur Every ___ Week(s). <div data-bbox="894 1220 1531 1381" style="border: 1px solid #ccc; background-color: #fff9c4; padding: 10px; margin-top: 10px;">  This option is the same as specifying Daily Every ___ day(s) and setting the value to be equal to 7 days times the value in recur every X week(s). </div> <ul style="list-style-type: none"> • Select on, and then select the day of the weeks check boxes that you want to apply (Su - Sunday, Mo - Monday, Tu - Tuesday, We - Wednesday, Th - Thursday, Fr - Friday, Sa - Saturday).
Monthly	<ol style="list-style-type: none"> a. Select Monthly. b. In the Recur every ___ month(s) on box, type the amount of months between recurrence.

If you want the pathway to recur	Then
	<p>c. Do one of the following:</p> <ul style="list-style-type: none"> • Select the pathway start date to indicate that the pathway will recur every month on the date the pathway started. • Select day ___ of the month, and then type the day of the month you want the pathway to recur. • Select First, Second, Third, Fourth, or Last, and then select weekday that you want the pathway to recur. For example, the pathway can recur on the First Monday of every month.

- Override the end date. The current end date appears in green, and you have the option to type a new end date or use the calendar.

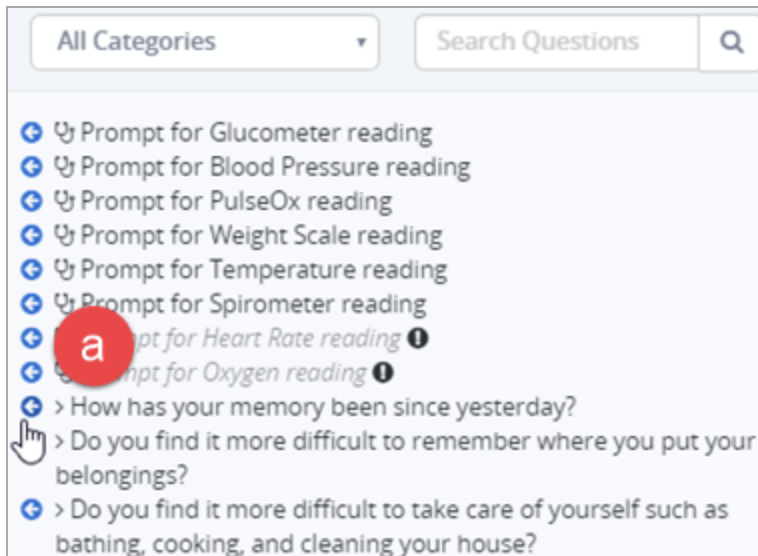
All other scheduling options must be edited in the pathway template by the Content Administrator. For more information about changing the pathway template, see How to Add a Pathway Schedule in the help files.

Step 3: Managing Pathway Questions

1. To add questions/prompts to a Pathway, do either of the following: *(If a question/prompt is gray, it already exists in the Pathway.)*

Method One: Blue Arrow


- a. Click  to the left of the question/prompt that you want to add to the Pathway.



The question/prompt is added to the bottom of the existing Pathway.

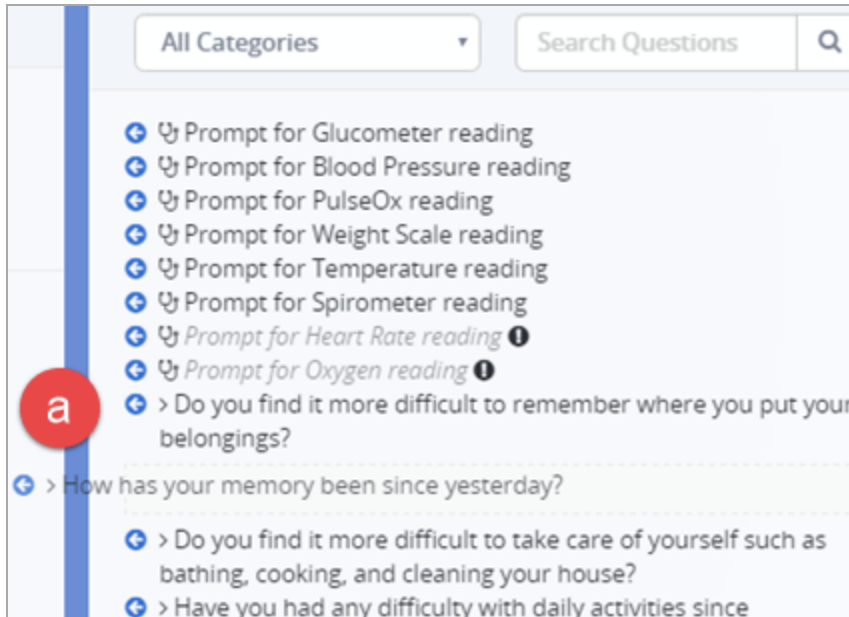
b. Click **Done**.



 **Note:** You can use the drag-and-drop operation to move the question/prompt up or down, as desired.

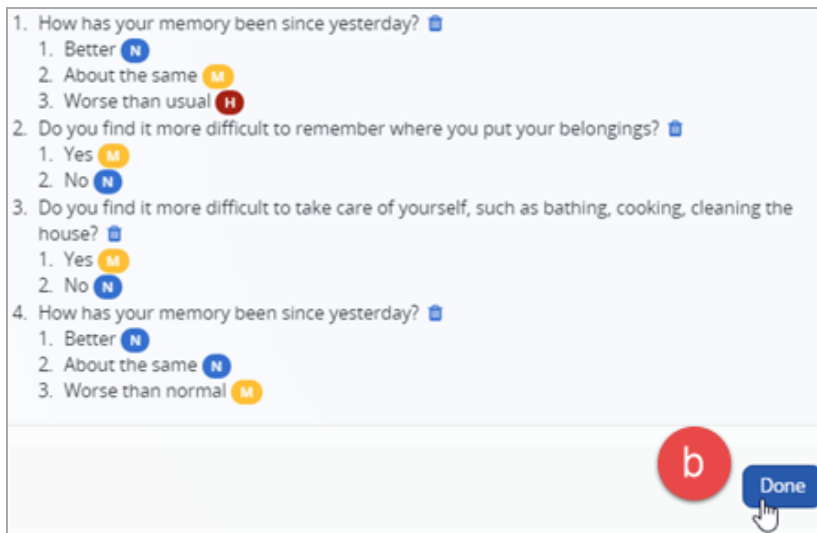
Method Two: Drag-and-Drop Operation

a. Drag the question/prompt to your desired location in the pathway.



The question expands to display all responses.

b. Click **Done**.



2. After you add questions/prompts to a pathways, you can do the following:

Change an Answer's Alert Level

Alert levels appear at the end of the answer options. To change the alert level, click the alert icon to your desired level. When the patient responds to the question, the alert level you specified will be triggered.

Following are the alert icons and descriptions of their functionality:

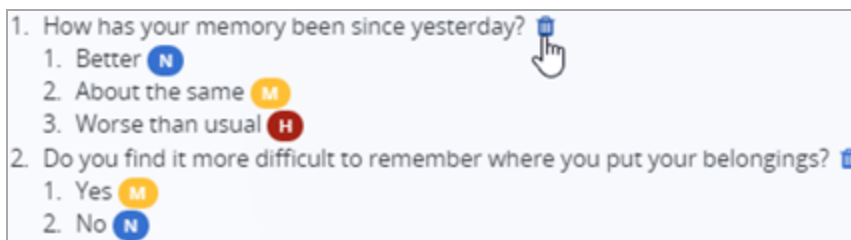
Alert Icon	Description
	Normal – The patient is within the normal range for their pathway question responses.
	Medium – Indicates that an action might be needed by the care team member.
	High – Indicates that an action is needed by the care team member.

Delete a Question

When a question no longer applies to a patient's pathway, you can delete it. Deleting a pathway question means that the patient will no longer see the question on their device. After you delete a question from a pathway, the change will take up to 15 minutes to appear on the patient's device; however, you can click **Send To Tablet Now** to make the change appear immediately.

To delete a question from a Patient Pathway:

- a. Click at the end of the question.

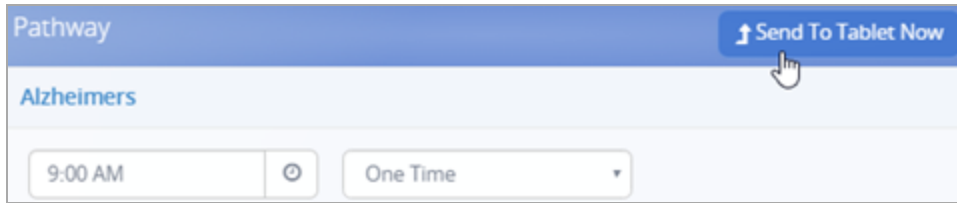


A confirmation (*Are you sure?*) window appears.

- b. Click **Delete**.

Send to Tablet Now

If a patient is on the RPM service level, changes are sent to the patient tablet within 15 minutes. To send changes to the tablet immediately, click **Send to Tablet Now**.



Note: Clicking **Send to Tablet Now** sends all changes you made to any Pathway, not just the one you are currently editing.