

How To Add a New Pathway Template

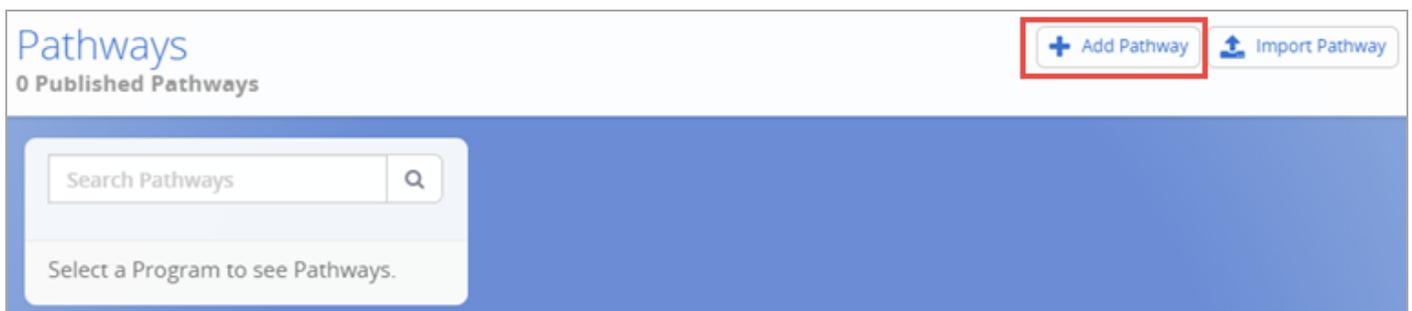
Pathway templates can be added or edited on the Content>Pathways page by Care Team members with the Content Administrator role. For each health condition, you can create Pathways that prompt the patient to answer questions and record biometrics. The Pathway questionnaire is how you monitor a patient's health condition and track changes that occur during the duration of a patient's program. You can configure the questions and biometrics as a *Content Administrator*. This process also allows you to configure when alerts will appear based on the patient's answers.

Open the **Content>Pathways** page.



To add a new Pathway template:

On the **Pathways** page, click **+Add Pathway**.



The **Add New Pathway** window appears.

Step 1: Add Pathway Details

In the Add New Pathway window, do the following:

1. In the **Enter New Pathway Name** box, type a new name for the Pathway.
2. In the **Programs** list, click a program for this pathway.
3. In the **Default Status** list, click *Inactive* or *Active* to specify how you want the Pathway to appear by default when added to a patient.

 **Note:** The **Tag** and **SMS String** boxes will be available for use by Content Administrators in a future release.

4. Click **OK**.

The screenshot shows a form titled "Add New Pathway". It contains the following fields and values:

- Enter New Pathway Name:** Anxiety Daily
- Program(s):** Anxiety (with a close icon and an edit icon)
- Default Status:** Inactive (with a dropdown arrow)
- Tag:** tag
- SMS String:** SMS string

At the bottom right of the form are two buttons: "Cancel" and "OK".

The Pathway page appears.

Step 2: Add a Pathway Schedule

For more information about Pathways schedules, see [Understanding Pathways Schedules](#).

The screenshot displays the 'Pathway' configuration interface for 'Anxiety Daily'. The left pane contains the following fields:

- Program(s):** Anxiety
- Default Status:** Inactive
- Tag:** (empty)
- Pathway Start Date:** Program Start Date
- Pathway End Date:** Program End Date
- Due Time:** 9:00 AM
- Start Time:** 120 Mins
- Late Time:** 120 Mins
- End Time:** 899 Mins
- Frequency:** Recurring
- Repeat:** Daily, Every 1 Day(s)

The right pane, titled 'Available Questions', features a search bar and a list of questions such as 'Prompt for Glucometer reading', 'Prompt for Blood Pressure reading', and 'How has your memory been in the last 2 weeks?'. Navigation buttons at the bottom include 'First', 'Previous', '1', '2', '3', '4', '5', 'Next', and 'Last'.

- In the **Program Start Date** and **Program End Date** boxes, specify when the Pathway will begin and end for the patient. You can configure the Pathway to start being sent to the patient on the same day as the start the program, on a specified day after the program begins, on a specified day before their program ends, or on the program end date. The most common option is for a Pathway to begin on the same day as the program start date. For satisfaction surveys (that are typically sent at the end of the program), you may want to use the program end date.
- In the **Due Time**, **Start Time**, **Late Time**, and **End Time** boxes, specify when the Pathway will become overdue, if the patient doesn't respond. The *Due Time* is the time that the patient will be sent the Pathway, which is typically 9:00 a.m. The *Start Time* is the number of minutes before the due time that a Pathway can be started by a patient, which allows a patient to complete their Pathway before its due. The *Late Time* is the number of minutes before a Pathway is considered late, which is directly related to the due time value. The

End Time is number of minutes after the due time when the Pathway will no longer be available for the patient.

- Add a pathway that will occur one time – A program that has a single occurrence for a patient. A one time program starts on a specific date (Program Start Date) and has the option to repeat on a designated interval until it is completed (Until Completed). This option is usually used for a pre program survey or a satisfaction survey.

Frequency: Present:

One Time Every Day(s) until complete or pathway end.

- Add a pathway that will repeat on specific days – A program that is set to occur on a range of days, for example every 3 days at 9:00 am.

Frequency: Repeat:

Recurring Daily Every Day(s)

- Add a pathway that will repeat for a time range – A program that is set to repeat on specific days, for example weekdays at 9:00 am.

Frequency: Repeat:

Recurring Weekly Select Days of Week:

Su Mo Tu We Th Fr Sa

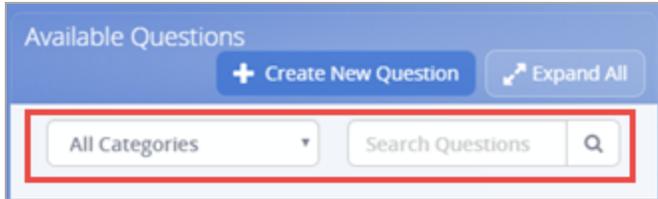
Step 3: Add Questions to a Pathway

The screenshot displays the 'Anxiety Daily' pathway configuration interface. On the left, the 'Pathway' section includes fields for Program(s) (Anxiety), Default Status (Inactive), and Tag. Below these are fields for Pathway Start Date, Pathway End Date, Due Time (9:00 AM), Start Time (120 Mins), Late Time (120 Mins), End Time (899 Mins), Frequency (Recurring), and Repeat (Daily, Every 1 Day(s)). A 'Done' button is located at the bottom right of this section. On the right, the 'Available Questions' section features a '+ Create New Question' button, an 'Expand All' button, a dropdown for 'All Categories', and a 'Search Questions' input field. A list of 25 questions is displayed, each with a selection icon. The questions include prompts for various readings (Glucometer, Blood Pressure, PulseOx, Weight Scale, Heart Rate, Oxygen, Temperature, Spirometer, Pedometer) and several self-reporting questions about memory, daily activities, fatigue, and chest pain. A pagination bar at the bottom shows 'First', 'Previous', '1', '2', '3', '4', '5', 'Next', and 'Last'.

When adding questions to a Pathway, you can either search for an existing question or add a new question. If you have established Pathways, then search for questions in the list first before adding a new question. Do the following:

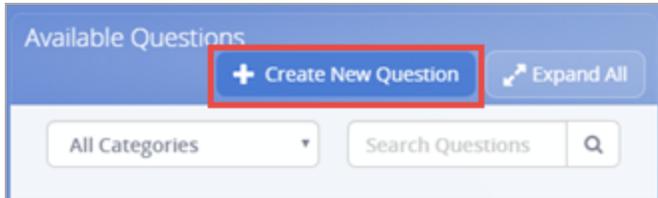
- **Search for Questions**

In the **Available Questions** area, find the questions that you want to add to the Pathway. When a patient is assigned this Pathway, these are the questions that will appear on their device or tablet. You can search using All Categories or narrow your search to a specific category before typing question criteria in the Search Questions box.



- Create New Questions

Click **Create New Questions**.



The **Add New Question** window appears.

Add New Question

Question Type: Multi Selection Category: Video

Display Condition Rule:

Tag:

Enter New Question Text:

Response Options	Tag	Alert Level	
Now		H	✕
Later		N	✕
Now		N	✕

In the **Add New Question** window, do the following:

1. In the **Question Type** list, click the type of question (Yes/No, Single Selection, Multi Selection, Likert Scale, or Video), which will populate the Response Options.
2. In the **Category** list, click the location for question. This will make the question easier to find in the future when you or other Care Team members want to add it to a Pathway. If an appropriate Category doesn't already exist, you can edit the question later.



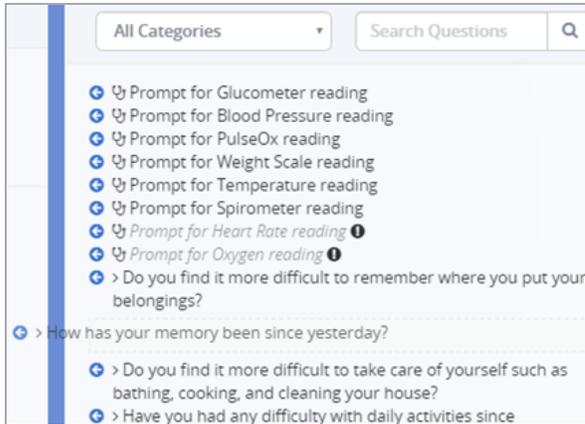
Note: The Display Condition Rule and Tag boxes will be available for use by Content Administrators in a future release.

3. In the **Enter New Question Text** box, type the question text that you want to appear in the Pathway.
4. In the **Response Options** boxes, options will appear based on what you selected for Question Type. The response options are the choices that the patient will have when answering the question that you create.
 - Yes/No – The patient can choose *Yes* or *No*.
 - Single Selection – The patient can make one choice.
 - Multi Selection – The patient can choose multiple options in the list.
 - Likert Scale – Patients are presented with responses with the neutral point being neither agree nor disagree, which is used to allow the patient to express how much they agree or disagree with the statement.
 - Video – The patient will be presented with a video, which they can choose to watch *Now* or *Later*.

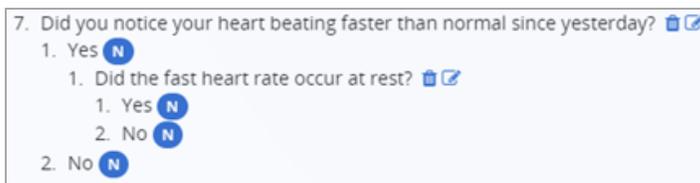
If the box can be moved, you will see an arrow next to it (↓). Click and then drag the response option to the order in which you want it to appear.

5. In the Alert Level Normal (N) - The patient is within the normal range for their pathway question responses. Medium (M) - Indicates that an action might be needed by the care team member. High (H) - Indicates that an action is needed by the care team member. box, click the level of alert you want to apply. The level of alert will determine if the Care Team member is notified about the patient's response.
 - **Apply Questions to the Pathway**

To add a question, you can drag and drop it to the location in the list or you can use the arrows (↕). The benefit of dragging the question is that you can position it above or below other existing questions. When you use the arrow, the question will automatically appear at the bottom of the list.



You can nest questions within other questions, which means you can have one question that if answered a certain way will immediately follow with a related question. For example, you can have a question that asks the patient "Did you notice your heart beating faster than normal yesterday?" and if they patient answers Yes, then the question "Did the fast heart rate occur at rest?" appears. If they answer no, then they move to the next question.



Step 4: Publish the Pathway

To make the new Pathway available to be assigned to patients immediately after creation, before you click **Done**, select *not published* to change it to *published*.

Pathway

Anxiety Daily (not published)  

Program(s):  Default Status: Tag:

Pathway Start Date:

Pathway End Date:

Due Time:  Start Time: Mins Late Time: Mins End Time: Mins

Available Questions

All Categories

- > How has your memory been?
- > Have you had any of the following symptoms that apply?
- Stroke - Memory
- > Have you noticed an increase in the amount of food you ate for breakfast?

First Pre



Note: You can navigate to the *Unpublished Pathways* folder at anytime and select the slider button to move it to the *Published Pathways* list.