

Allergies: Complete guide

Quick reference guide

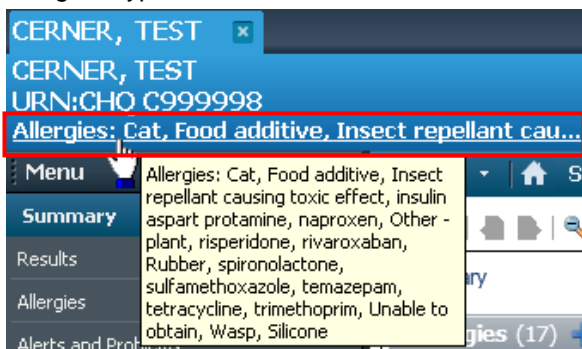
Allergies are added to a patient's medical record, they are not specific to an individual encounter. A clinician can add, modify, review, resolve or cancel an allergy at any time through the patient journey.

Viewing existing allergies

All active allergies can be viewed on the *Patient Banner Bar* as well as on the *Summary Page*. A full list of allergies and adverse effects can be viewed in the *Allergies* component of the medical record.

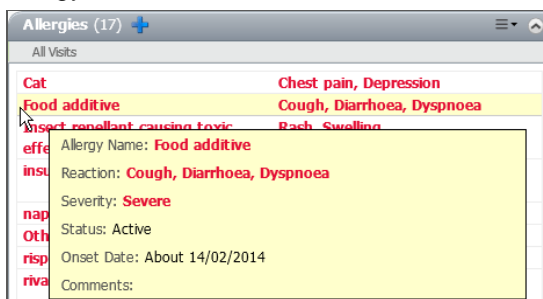
Viewing allergies on the patient banner bar

When a patient's medical record is opened the active allergies documented for the patient are displayed on the *Patient Banner Bar* in order of severity with the most severe reactions displayed first. Where a patient has multiple allergies that do not all fit on the *Patient Banner Bar*, a text box will display with all the active allergies visible when the cursor rests on the allergies hyperlink.



Viewing allergies from the Summary Page

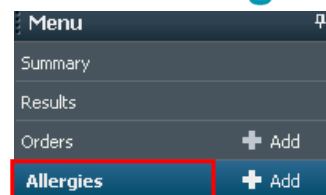
Active allergies documented for the patient are displayed on the *Summary Page*. To view further information about the allergy hover the mouse over the allergy.



Viewing allergies from the allergy component of PowerChart

With the patient's medical record open:

1. Select *Allergies* from the menu on the left hand side of the screen



The *Allergies* component of PowerChart will open displaying the patient's allergies and adverse effects.

D.	Substance	Category	Reactions	Seve...	Type	C.	Est. Onset	Reaction 5...	Updated By
✓	amoxicillin	Drug	Rash, Prur...	Severe	Allergy	Unknown	Active	16-May-20...	
✓	Grass seed	Plant	Pruritis	Mild	Allergy	Unknown	Resolved	16-May-20...	
✓	penicillin	Drug	Anaphylaxis	Severe	Allergy	Unknown	Active	23-Apr-20...	

The allergies displayed will depend on the display filter set:

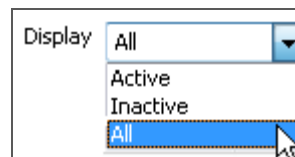
- *Active* shows only active and proposed allergies
- *Inactive* shows only resolved and cancelled allergies
- *All* shows all allergies regardless of their status.

To change the filter:

1. Select the display dropdown menu from the top of the screen.



2. Select the filter to apply.

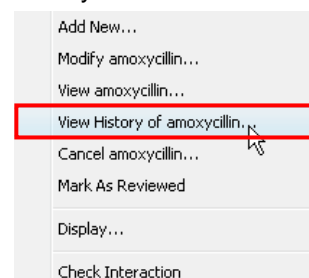


The *Display* filter determines which allergies are displayed in the list at the Allergies screen.

- *All* displays active, resolved and cancelled allergies.
- *Active* displays allergies currently affecting the patient.
- *Inactive* displays resolved and cancelled allergies.

To view an allergy and its history from the *Allergies component* of PowerChart:

1. Right click on the allergy > select *View History* for the substance you wish to view



The *Allergy History* window opens.

Doctor

Nurse

Allied

Doctor

Nurse

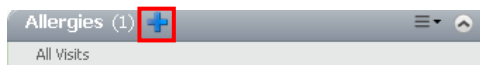
Allied

2. Select **Cancel** to exit from the Allergy History window and return to the Allergies component of PowerChart

Adding an allergy

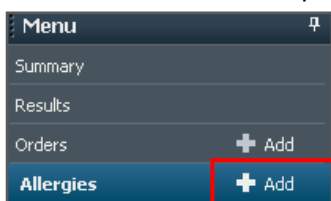
With the patient's medical record open:

1. Click on the **plus sign**  icon from the allergies tab of the **Summary Page**



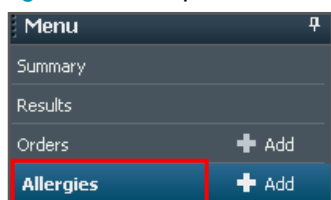
Or,

- Click the **Add**  icon from the patient **Menu**



Or,

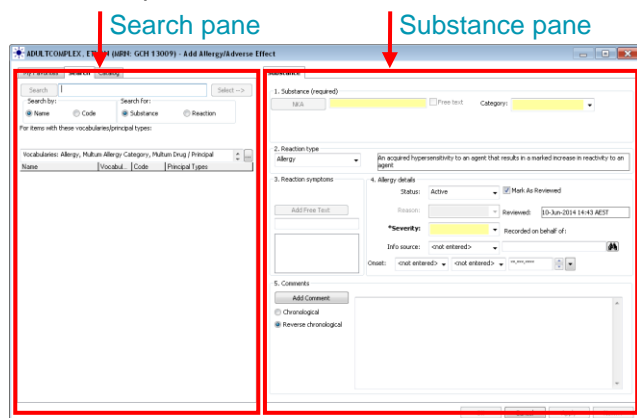
- Click **Allergies** from the patient **Menu**



The **Allergies** component of PowerChart will open.

2. Click **Add**  **Add**

The **Add Allergy/Adverse Effect** window will open to allow the user to apply an allergy or adverse effect to the patient's medical record. The window is divided into two sections, the **Search** pane and the **Substance** pane.

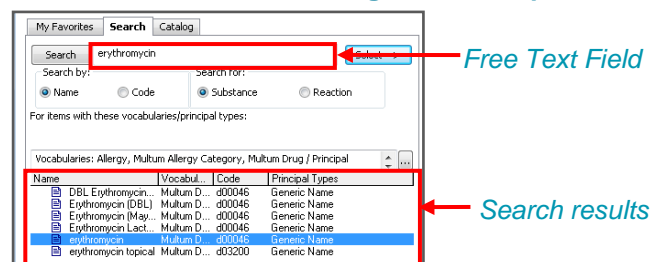



The left side of the screen contains the search pane; the user has the choice of three tabs:

- **My Favourites:** will display a list of a user's saved favourite allergens and reactions
- **Search:** allows the user to enter free text to find items
- **Catalogue:** this tab is compiled of folders; a user may select an allergen or reaction from common categories

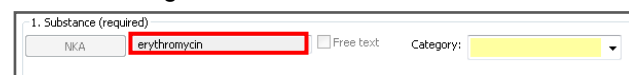
The right side of the screen contains the **Substance** information. It is recommended that as many of the fields as possible are completed in addition to the mandatory **yellow** fields.

Search for a substance using the search pane

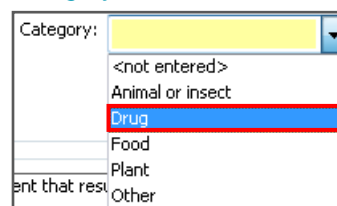


1. Enter the substance name in the free text **Search** field
2. Click **Search**
3. Select the correct substance from the **Search Results**
4. Click **Select-->** 

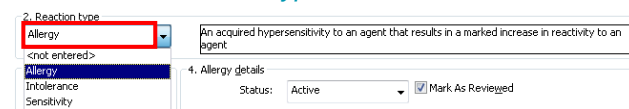
The selected Allergen will display in the **Substance** field on the right side of the screen.



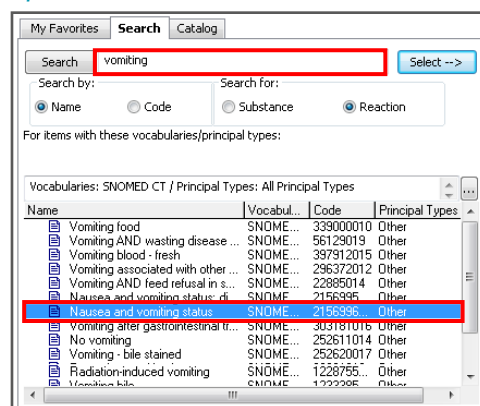
5. Select a **Category**



6. Select a **Reaction Type**



7. Repeat steps 3 to 6 above to search for **Reaction Symptoms**

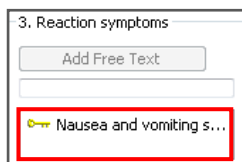


Doctor

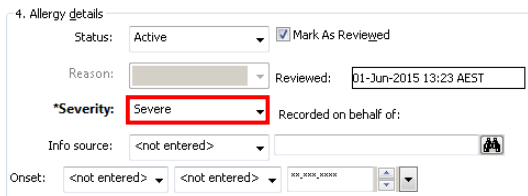
Nurse

Allied

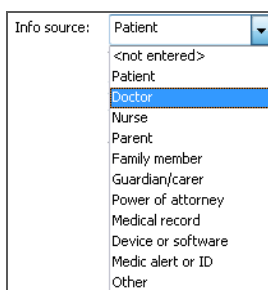
The selected symptoms will display in the *Reaction Symptoms* pane.



- Enter as many *Allergy Details* as possible
**Severity* is a mandatory field and must be completed.

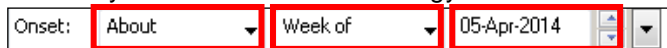


- Click the drop down arrow for *Info source*
- Select the new *Info Source*



When the date of the allergy's onset is known, the *Onset* date field can be updated.

To modify the onset date of the allergy:



- Click the drop down arrow of each of these 3 fields to select an option from each list

This onset date is an estimate of when the allergy started.

- Click *Add Comments* to enter any comments (See *Adding comments* on page 6 for details)

- Click *OK* to complete

The *Allergy/Adverse Effect* has now been added to the patient medical record.

D.	Substance	Category	Reactions	Seve...	Type	C.	Est. Onset	Reaction S...	Updated By	Source	Reviewed	I.
✓	erythromycin	Drug	Nausea an...	Moderate	Allergy	Unknown	Proposed	10-Jun-20...	Patient	10-Jun-20...		
✓	Panadol	Drug	swelling, s...	Moderate	Allergy	Active	10-Jun-20...	10-Jun-20...				
✓	penicillin	Drug	Anaphylaxis	Severe	Allergy	Active	24-Apr-20...	24-Apr-20...				

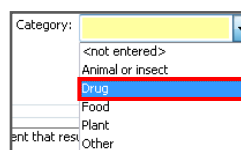
Allergies and Adverse Effects will appear in the *Patient Banner Bar* in order of severity. Multiple reactions with the same severity level will appear in the order in which they were added.

Search for a substance using catalogue folders

- Click on the *Catalogue* tab (a list of substance category folders will be displayed)
- Click on the beside a category folder to expand and see a list of allergen



- Highlight the allergen and click on the select button to move it to the *Substance* Tab
- Select a category for the allergen from the drop down menu



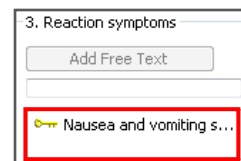
- Select a reaction type from the drop down menu



- Search for reaction symptoms on the left hand side of the screen

Reaction symptoms can be found in the *Catalogue* tab, or by performing a search in the *Search* tab. Reaction symptoms may also be found in the *My Favourites* tab.

- Click the symptom and click on the *Select -->* button to move it to the *Substance* tab



- Select an allergy severity from the drop down menu



- Enter any other allergy details
- Enter comments into the comments field
- Select *Apply*
- Select *OK* to complete

The allergy/adverse effect is now added to the patient's medical record.

Creating allergy favourites

With a patient's medical record open:

1. Select *Allergies* from the menu on the left hand side of the screen

2. Select *Add* in the top left hand corner

The *Add Allergy/Adverse Effect* window opens.

3. Search for an allergen on the left hand side of the screen or select one from the Catalogue folders

4. Right click on the allergen > select *Add to favourites*.

The allergen will now be available in the *My Favourites* tab.

Creating reaction symptom favourites

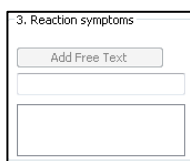
With a patient's medical record open:

1. Select *Allergies* from the menu on the left hand side of the screen

2. Select *Add* in the top left hand corner

3. The *Add Allergy/Adverse Effect* window will open.

4. Click in the *Reaction symptoms* field on the right hand side of the window



5. Search for a reaction symptom or pick one from the Catalogue list of common reactions folders, on the left hand side of the screen

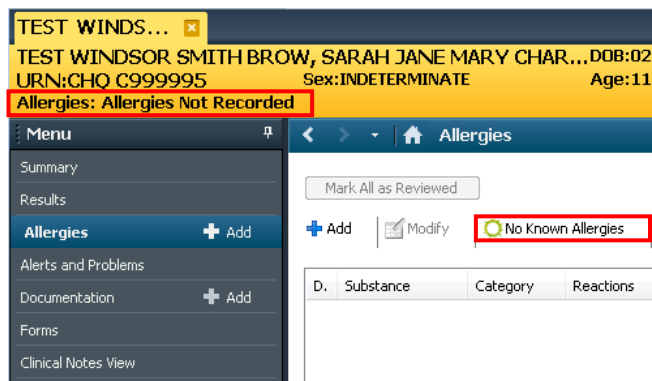
6. Right click on the symptom > Select *Add to favourites*

7. The reaction symptom will now be available in the *My Favourites* tab.

Adding no known allergies

With the patient's medical record open:

1. Select *Allergies* from the menu on the left hand side of the screen



2. Click the *No Known Allergies* button from the window on the right hand side of the screen



Allergies Not Recorded that you see displayed on the banner bar is *NOT* the same as *No Known Allergy*.

Allergies Not Recorded means that the patient may have allergies but not recorded yet.

No Known Allergies means that the patient does not have any allergies.

3. Select *Apply*

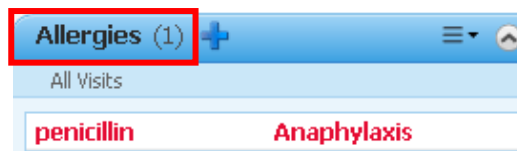
4. Select *OK*

The status of *No Known Allergy* is now added to the patient's medical record.

Modifying an allergy

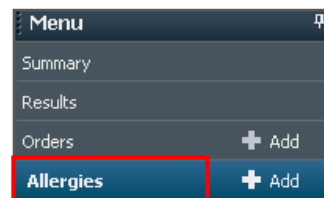
To modify an allergy:

1. Select Allergies in the Summary page



Or,

1. Select *Allergies* in the *Patient Menu*



A list of the patient's allergies displays.

D.	Substance	Category	Reactions	Seve...	Type	C. Est. Onset	Reaction S...	Updated By	Source	Reviewed
✓	penicillin	Drug	Anaphyl...	Sev...	Aller...		Active	23-Apr-2...		23-Apr-2...

1. Select the allergy to be modified
 2. Select the *Modify* button
- Or,
3. Right-mouse click the allergy
 4. Select *Modify (Allergy)* from the list

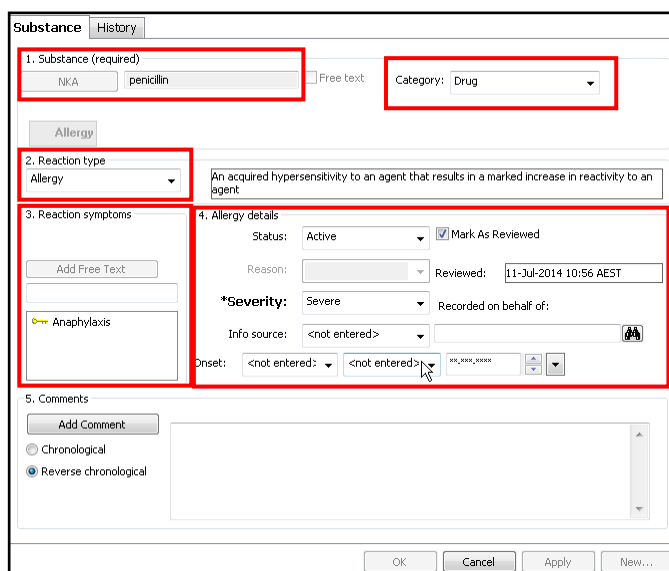
D.	Substance	Category	Reactions	Seve...	Type
	Bee	Animal or i...	Vomiting, ...	Severe	Allergy
	Gluten				
	Nut - cashew				
	Pollen				

The *Modify (Allergy)* window opens.

Doctor

Nurse

Allied



Modifying the substance

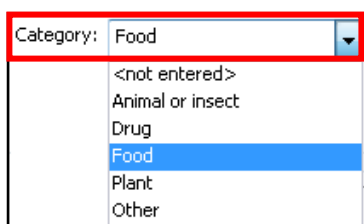
The *substance* field cannot be modified once entered, however it can be cancelled if recorded incorrectly, or resolved if the allergy is no longer active. Please see [Cancelling an allergy](#) on pg 7 and [Resolving an allergy](#) on pg 6 for instructions.

Allergy details on the *Substance* tab that can be modified include: *Category*, *Reaction type*, *Reaction symptoms* and *Allergy details*. Comments can also be added when modifying an allergy.

Modifying category

To modify the Category:

1. Click the drop down arrow for *Category*

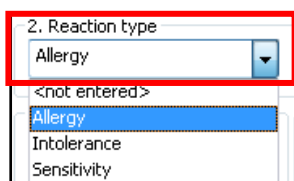


2. Select the new *Category*

Modifying reaction type

To modify the Reaction type:

1. Click the drop down arrow for *Reaction type*
2. Select the new *Reaction type*



Modifying reaction symptoms using the catalogue

It is recommended that the *Catalogue* tab is used to search for *Reaction symptoms* that require modification. The *Catalogue* tab contains a condensed version of the most common allergic reactions, making the process of updating reaction symptoms more efficient.

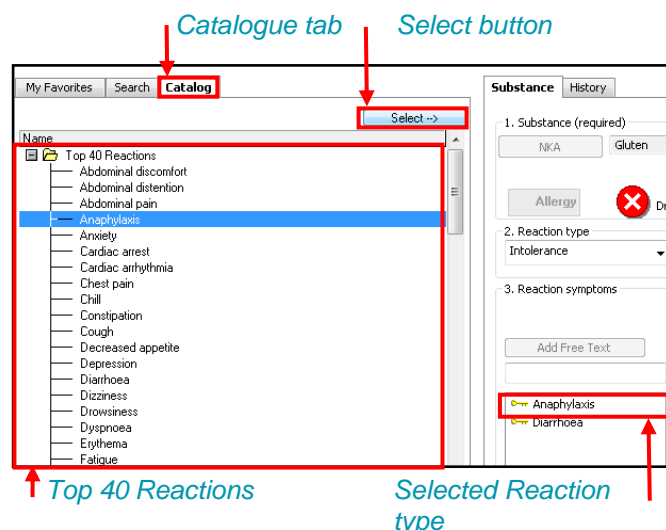
To modify the Reaction symptoms using the Catalogue tab:

1. Select the *Catalogue* tab
2. Click the *expand* button to expand the *Top 40 Reactions* folder

Or,

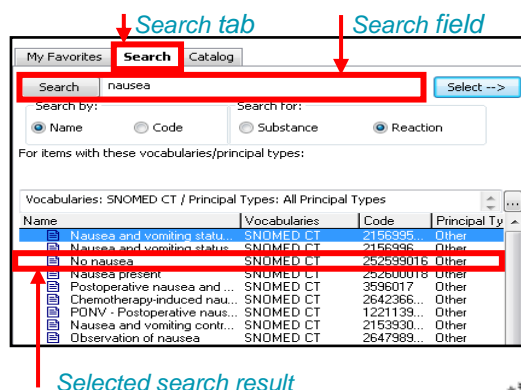
2. Click the *expand* button to expand the *Other Common Reactions* folder
3. Select the Reaction symptom
4. Click *Select -->*

The *Reaction symptom* is now added to the *Substance* tab.



Modifying reaction symptoms using Search

Use the *Search* tab to search for and modify reaction symptoms if the reaction symptom can't be found in the *Top 40 Reactions* or *Other Common Reactions* folder.



To modify the Reaction symptoms using the Search tab:

1. Select the *Search* tab
2. Enter the search criteria in the search field
3. Click *Search* or press *Enter*

The search results are displayed.

4. Select the reaction symptom from the search results

5. Click *Select-->* 

The reaction symptom is added to *Reactions symptoms* in the *Substance* tab.

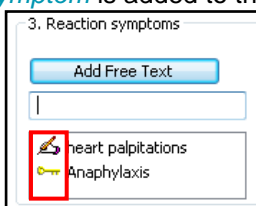
Modifying reaction symptoms using free text


The *Add Free Text* field may be used to add reaction symptoms. Please refer to your local business processes to determine when it is appropriate to add reaction symptoms using the *Add Free Text* field.


To modify reaction symptoms using the Add Free Text field:

1. Click in the *Add Free Text* field
2. Enter the reaction symptom
3. Click the *Add Free Text* button or press *Enter*

The *Reaction symptom* is added to the allergy.



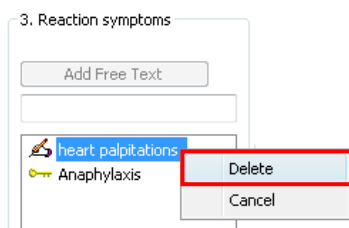
The *Writing*  icon indicates the reaction symptom was added using the *Add Free Text* field.

The *Key*  icon indicates the reaction symptom was added using either the *Search* or *Catalogue* tab.

Deleting reaction symptoms

To delete a reaction symptom:

1. Right click the *Reaction symptom*
2. Select *Delete*



The *Reaction symptom* disappears from the list.

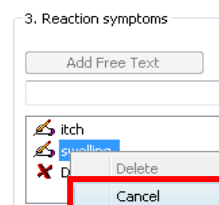



Reaction symptoms entered on a patient's record prior to the modification are not able to be deleted; they can only be cancelled.

Cancelling reaction symptoms

To cancel a reaction symptom:

1. Right click the *Reaction symptom*
2. Select *Cancel*

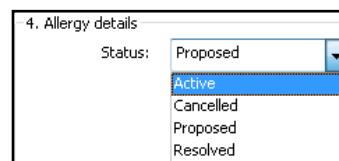


The reaction symptom is cancelled, indicated by the *Cross*  icon.

Modifying allergy details

To modify the Status:

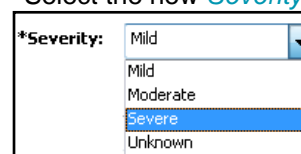
1. Click the drop down arrow for allergy *Status*
2. Select the new *Status*



To modify the Severity:

Click the drop down arrow for *Severity*

Select the new *Severity*

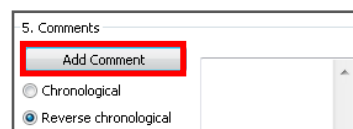


Adding comments

If necessary, comments can be added to an allergy record.

To add comments:

1. Click the *Add Comment* button

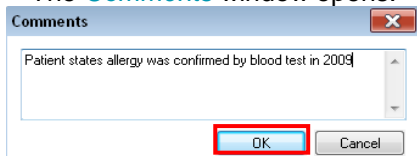


Doctor

Nurse

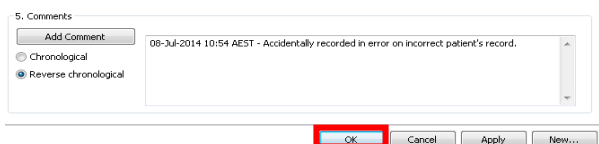
Allied

The **Comments** window opens.



2. Enter appropriate comments
3. Click **OK**

The comment is added to the comments field on the allergy details screen.



4. Click **OK**

Marking an allergy as reviewed

With the patient's medical record open:

1. Select **Allergies** from the menu on the left hand side of the screen

To mark an individual allergy as reviewed:

2. Right click on the allergy to be reviewed
3. Select **Mark as Reviewed** from the drop down menu

Or,

To mark all the allergies as reviewed:

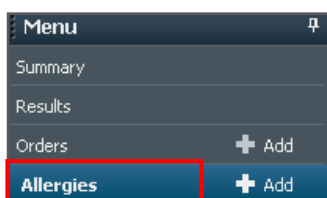
2. Select the **Mark All as Reviewed** button at the top of the screen
3. The allergy/adverse effect is now updated in the patient's medical record.

Resolving an allergy

Resolving an allergy should be used when the allergy is no longer a problem for the patient.

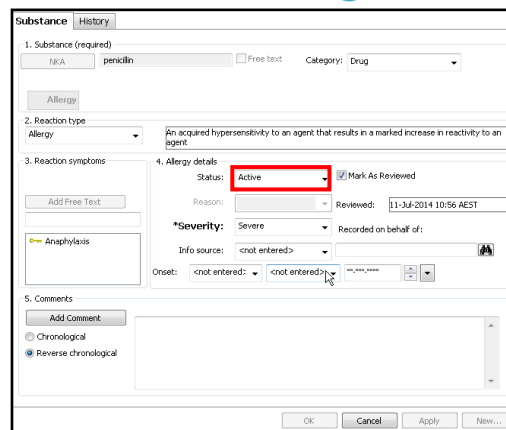
With the patient's medical record open:

1. Select **Allergies** from the menu on the left hand side of the screen

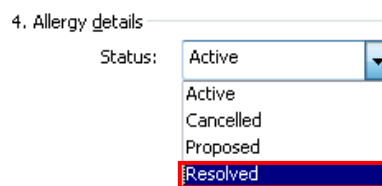


2. Click to select the allergy to be resolved
3. Select **Modify** button

The **Modify Allergy/Adverse Effect** window opens.



4. Click **Status** in the **Allergy details** section
5. Select **Resolved** from the drop down menu



6. Select **Apply**
7. Select **OK**

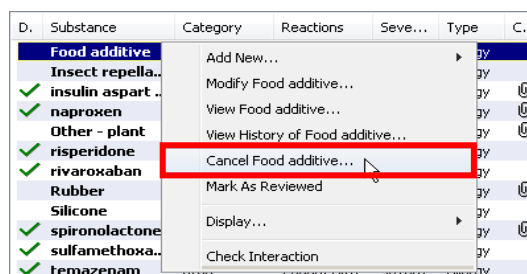
The allergy/adverse effect is now updated in the patient's medical record. It will remain in their record as an inactive allergy.

Cancelling an allergy

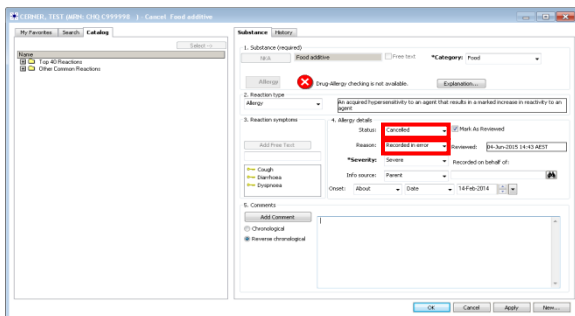
Cancelling an allergy should be used when an allergy has been entered into the patient's medical record in error.

With the patient's medical record open:

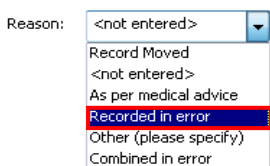
1. Select **Allergies** from the menu on the left hand side of the screen
2. Right click on the allergy to be cancelled



The **Cancel Allergy/Adverse Effect** window opens.



3. Check the *Status* is showing as *Cancelled*
4. Select a reason for the cancellation from the drop down menu



5. Select *Apply*
6. Select *OK*

The allergy/adverse effect is now updated in the patient’s medical record. It will remain in their record as an inactive allergy; and will display with a red strikethrough.

D.	Substance	Category	Reactions	Seve...	Type	C. Est.	Onset	Reaction S...	Updated By	Source	Reviewed	Interaction
	Food additive	Food	Coughy Di...	Severe	Allergy	About 14...	Cancelled	01-Jun-20...	Parent	01-Jun-2015 14...		