

Section: Division of Nursing

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PROCEDURE

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MATERNAL SERVICES

(Scope)

TITLE: QS INFORMATION SYSTEMS TRAINING

PURPOSE: To outline the plan to educate CFC staff to use the QS system. The QS fetal monitoring system is unique to the CFC and is used for archiving fetal monitor strips and for nursing documentation (annotations) during outpatient testing, labor, and recovery.

LEVEL OF RESPONSIBILITY: Nurse Manager, OB staff.

CONTENT:

PROCEDURE STEPS:

KEY POINTS:

1. QS System education will be provided during the regular orientation to the unit. A self-learning packet may be used in conjunction with a "test" patient in the QS system.
2. The system manual is updated to maintain accuracy and completeness with information from GE Medical (vendor).
3. Nursing division staff, including contract personnel, who will utilize the QS Clinical Information System in the performance of their job duties will be expected to complete the orientation within the first thirty days of employment. A system password will be issued upon demonstration of competency in using the system.

The preceptor will include QS system education in the unit orientation for new staff.

A copy of the Manual will be maintained in Information Systems and on the unit.

The password is issued by a system manager in the CFC. The staff member should change the password when logging in for the first time.

A Computer System Application Access form must be completed for each employee issued a password.