

## encompass glossary

**encompass is our electronic patient record programme, Epic is the system.**

**Please use ctrl+f to search for a term**

Term	Definition
Abstraction	This is the process of manually transferring a limited, basic set of clinical information from existing systems into clinical records in Epic ahead of Outpatient visits. This will include history and allergies and will be a manual process in the weeks before Go-Live.
Application Manager (AM)	Experts from Epic assigned to each Epic application/module to partner with and guide configuration teams throughout implementation.
Application	Any software program that enables the end user to perform specific, productive tasks, such as word processing or image manipulation. In the context of the Epic software, it is common to hear that Epic is divided into “applications”, each which specialize in a particular function (e.g., scheduling, emergency services, etc.)
ASAP	The name of the Emergency Department module/application in Epic.
Back Loading	Back loading is the term given to the process of loading historical clinical information into a new system, thus making it more useful and valuable to a clinician when first used.
BAU	'Business As Usual', the ongoing service delivery that will support the work of the Trust while Epic is being implemented.
Benefits realisation	This term focuses on ensuring that project results give patients, service users, staff and all stakeholders the benefits they expect.
Beaker	This is the name of the laboratory module used for clinical and anatomic pathology in Epic.
BI	Business intelligence – the process of harnessing data to direct, improve, and/or report out on work.
BSO	The Business Services Organisation is responsible for the provision of a range of business support and specialist professional services to the whole of the Health and Social Care sector including, HR, finance, legal services, procurement, ICT and other services.
Cadence	This is the Epic scheduling application for Outpatient and Speciality clinics. This is the application that you can book appointments through and check patients and service users in on their arrival.
Care Everywhere	This Epic application links with other hospitals on Epic systems, allowing organisations to share service user data electronically.
Conversion	The process of transferring information from existing systems into applications in Epic. The scope widely varies but can include things such as historical results and reports, waiting list information from PAS.
Cogito	This is the name of the Epic application used for Business Intelligence (BI) reporting.
Clin Doc	This is one of the Epic applications also known as EpicCare Inpatient. It is the application where clinical tasks are recorded on admitted patients. This includes clinical notes, orders, medication administration, patient monitoring, and discharge orders. It is the primary application used by nursing staff.
Cutover	The process of moving the minimum required information into Epic from paper charts and legacy systems. This can include transitioning workflows, data, and users, and typically occurs in the day/hours before Go-Live.
Deliverable	A final product or product component that is to be provided to a client or stakeholder.
Dorothy Home Care	This is the name for the Epic application for Home Care/Community Services.

DPIA	Data protection impact assessment.
Epic	The company who has developed the electronic patient record software we are implementing in Northern Ireland.
EpicCare Link	This Epic application provides an external view of Epic patient and service user information, for example to GPs.
EpicCare Ambulatory	This is the name of an Epic Outpatients application.
EHR/EPR	Electronic Health Records/Electronic Patient Record; the electronic document which is replacing traditional paper patient notes and other legacy applications. It will contain all the same patient and service user information and more.
encompass	encompass is a Health and Social Care Northern Ireland (HSCNI) wide initiative that will introduce a clinically and operationally led integrated care record to every citizen in Northern Ireland.
End User Devices (EUD)	Pieces of system hardware that support the end users of the Epic software. These can include mice and keyboards, printers, bar code scanners, and more.
Grand Central	This is an Epic application for Admission, Transfer and Discharge of patients in an inpatient setting, including Site Management.
HIM	This is the application for Health Records, information governance and Coding.
Hyperspace	When staff launch Epic, the front-end software that is presented to them is called Hyperspace. A computer system called Citrix is used to host Hyperspace.
Integration of Care	The management and delivery of health services so that clients receive a continuum of preventive and curative services, according to their needs over time and across different levels of the health system.
Information Officer (IO)	Staff members appointed to define and sign off professional best practice for their specific area.
Interdependencies	How different elements between work-streams impact each other.
Interface testing	Testing the correct fit and flow of data items that are being sent from another system to Epic and/or that Epic is sending out to another system.
Independent application review	When Epic staff, who are not involved with the encompass programme, carry out an independent review of the system configuration to it ensures completeness and alignment with the latest best practices.
Integrated platform	This results in there being just one record for each service user, and the information, from all the specialties, diagnostics, therapies, and other providers involved in that service users care, will be visible in one place.
Kaleidoscope	This is the Epic application for Ophthalmology (eye care). It allows Ophthalmologists and Optometrists to perform eye exams, document eye related procedures and write contact lens and eyeglass prescriptions.
Log-in labs	Sessions that are held following the completion of training but prior to Go Live where end-users will log into Epic and ensure they have the appropriate access to the tools needed to do their jobs.
Manual conversions	Bringing in other information that cannot be done automatically, such as moving appointments that are currently booked, onto the new Epic system.
My Chart	The Epic application for the patient portal is MyChart.  The application can be used by patients via their phone's app store or via website portal, which allows patients to view parts of their own healthcare in Epic. They can use it on their smartphone or desktop where they can find information including their medical history, upcoming appointments, healthcare reminders and test results.
Order sets	A collection of orders that make up a service users journey through the hospital e.g. staffing, blood tests, equipment, operation.
Orders	This is one of the Epic applications also known as EpicCare Inpatient. This application is the part of the Epic system where prescriptions, referrals, requests, or instructions can be made for the action by another health professional or department.

Orion	A detailed tracking tool that configuration teams will use to track and manage system build.
OpTime	This is the name for the Epic application for Theatres.
PAS	This is the name for the Epic application for Referrals, Waiting Lists and Pathways.
Patient journey	The patient perspective of the process and steps required in their interaction with health and care services e.g. from visiting GP, through outpatients and diagnostics, to procedure and discharge.
Pathway	The patient journey from initial referral (GP or A&E admission) to discharge and, potentially, subsequent care at home. The pathway includes consultations, treatments and care etc.
Playground	An environment that can be accessed by end users to practice and demo workflows after they attend their Epic training.
Prelude (ADT Patient Registration)	ADT stands for Admission, Discharge, and Transfer. ADT is a critical part of the entire organisation's system because this is where the key information and status of all patients is managed. The Prelude module covers the hospital registration and insurance functions.
Primary care	Primary health care provides the first point of contact in the health care system. In the NHS, the main source of primary health care is general practice.
Programme	The implementation and ongoing support of an Electronic Health & Care Record, as further described in the OJEU Notice, the SQ, the MOI, this ISOS and the Procurement Documents.
Real time updates	The information you see when you open an electronic patient record will be the most current data available. Any changes, by any teams involved in service user care, will show on the electronic patient record you are viewing at that moment in time.
Service Transformation	The process of improving the way we deliver patient care at the Trusts. In some areas the patient pathway may not be affected much but the way staff work will change because of having an electronic patient record (Epic) and hospital systems that can be connected and share information.
Service Redesign	Used interchangeably with the phrase "service transformation".
SME	Subject matter experts – operational experts who participate in the programme to provide valuable insight to the IT teams, which is used to help customize the system to meet the specific needs of the Trust.
Stork	This is the name for the Epic application for the maternity department.
Super Users	Staff who receive early training to support colleagues through their own training, participate in readiness activities, and also act as 'at-the-elbow' support for users of the system in the days and weeks after Go-Live.
Shadow Charting	Shadow Charting is a readiness activity that provides users with the opportunity to use Epic in a real time setting prior to Go Live along with their usual ways of working. An end user completes their work in their normal system/on paper and then does the same work within Epic. This can be done real time or later.
Smart Sets	The Outpatient equivalent to Order sets.
Technical dress rehearsals	A technical test to ensure 100% of workstations and end user devices that will access Epic are functionally ready for Go-Live.
Scheduling Template	Similar to booking rules in PAS – this is the available time for a Provider to have appointments scheduled. This includes clinicians, machines, beds – anything that can be booked.
Testing Phase	The fourth phase of the encompass programme. Objectives: EPR system testing begins and plans for staff training agreed and communicated.
Training and Go Live Phase	The fifth phase of the encompass programme. Objectives: complete staff training and Go Live with the new system 9 July.
Welcome	This is the Epic application patients can use to check themselves in via kiosks.
Willow	The name of Epic's inpatient and ambulatory Pharmacy application.