

HBL ICT Antibiotics Guidelines System User Guide

Author: Neil Wallace

Version: 1.0

Date: 16 November 2021

Document Control

Document Location

This is a controlled document. On receipt of this document please discard any previous versions.

Document Author and Contributing Authors

Author	Role	Team
Neil Wallace		

Contributing Author(s)	Role	Team

Version Control

Document Version	Status	Commentary	Date	Author
0.1	DRAFT	First Draft & formatting	14/11/2021	Neil Wallace
1.0	LIVE	First publication	16/11/2021	Neil Wallace

Table of Contents

- 1. Introduction 4**
- 2. License Key, Login Details and Website Address 4**
- 3. Accessing the Admin Portal 5**
- 4. The ‘Area’ page 6**
 - 4.1. Adding a new area 6
 - 4.2. Editing an area 7
- 5. The ‘Infections’ page 8**
 - 5.1. Filtering infections..... 8
 - 5.2. Viewing the full details of an infection..... 9
 - 5.3. Editing the details of an infection..... 9
 - 5.4. Word Processor Editor 10
 - 5.5. Deleting infections from the list 10
- 6. The ‘Colours’ page..... 11**
 - 6.1. Adding a Drug colour 11
- 7. The ‘Front’ page 12**
 - 7.1. Adding a new front page..... 12
- 8. The ‘Disclaimer’ page..... 13**
 - 8.1. Editing the disclaimer 13
 - 8.2. Deleting the disclaimer 13
- 9. The ‘Email’ page..... 14**
 - 9.1. Editing the email contact 14
 - 9.2. Deleting the email contact..... 14
- 10. Mobile App 15**
- 11. User Website..... 18**

1. Introduction

Thank you for choosing the HBLICT Antibiotics system. Before using it please be sure to carefully read through the instructions contained in this document.

The Antibiotics Guidelines system enables clinicians to access real-time synchronized local treatment guidance on either mobile phone or website. The clinical data is maintained in an administrative portal. The website, mobile app and admin portal all access a central database that contains the clinical data.

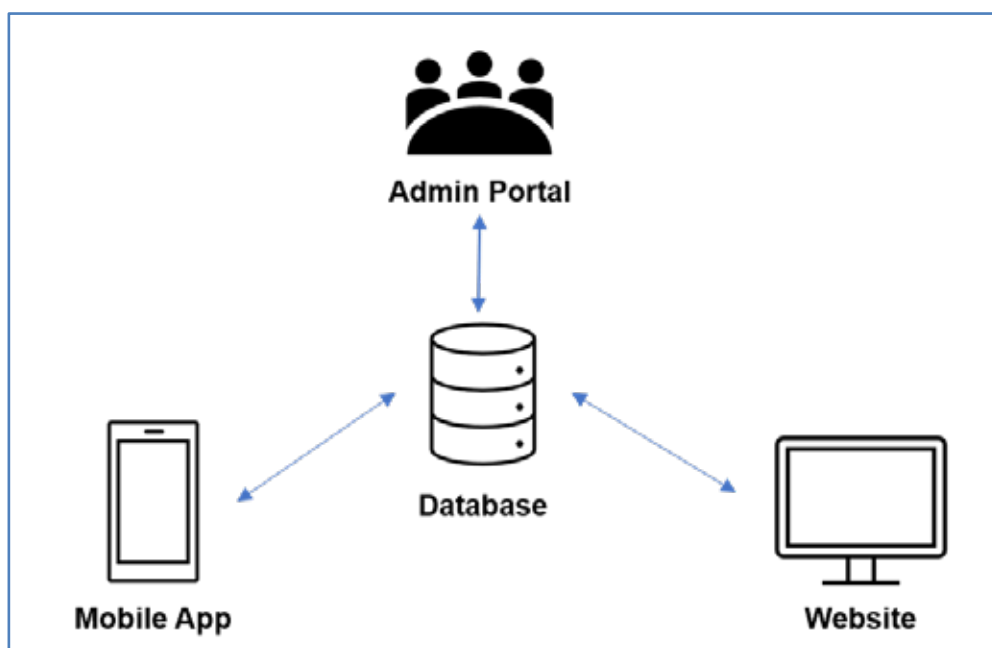


Figure 1: Outline of the HBL ICT Antibiotics System

2. License Key, Login Details and Website Address

You will be given a website URL, with a login and password for your system. You will also receive a license key.

If you have not received these, please contact neil.wallace3@nhs.net.

3. Accessing the Admin Portal

- Enter the website URL that you have been given to go to the Admin Portal login screen.



Figure 2: An example of the Admin Portal login screen

- Enter the login details you have been provided with in the username and password fields (shown in Figure 2 above) and press Login.
- You will now be presented with the Admin Portal home screen (shown in Figure 3 below).



Figure 3: An example of the Admin Portal home screen

4. The 'Area' page

- Select the 'Area' option on the Portal header menu (shown in Figure 4 below).



Figure 4: The Admin Portal header menu bar

You will be presented with the area page. Areas such as Upper Respiratory, Lower Respiratory etc. will be shown categorising the body into different areas. The infections are grouped within the body areas.

Areas							
Add New Area							
Filter Area							
id	Area	Description	Complete	CreatedAt	UpdatedAt	Deleted user id	sort order image
58CAF52-F13A-4D01-9C86-AABC5C142FAE	Upper Respiratory	na href="https://www.nhs.org.uk/guidance/igpp/">na href="https://www.nhs.org.uk/guidance/igpp/">		10/11/2020 8:47:30 AM	10/21/2020 8:31:50 AM	ladyhewnd	
21F3655-1161-4335-9621-F1579A2C2944	Lower Respiratory	LOWER RESPIRATORY TRACT INFECTIONS (p) - Low doses of penicillins are more likely to select out resistance (p) - Do NOT use Quinolones first line due to poor pneumococcal activity. Reserve all Quinolones for proven resistant organisms. For people presenting with symptoms of LRTI and in whom after clinical assessment a diagnosis of pneumonia has not been made and it is not clear whether antibiotics should be prescribed, NICE have recommended that a point of care C-reactive protein test (CRP) is considered (p) - Do NOT routinely offer antibiotics if CRP < 20mg / litre, consider a delayed prescription if CRP is between 20mg / litre and 100mg / litre and offer antibiotic therapy if CRP is > 100mg / litre (p) - See individual pneumonia section at the beginning of the document for more details.		10/11/2020 9:47:51 AM	10/21/2020 8:32:49 AM	ladyhewnd	

Figure 5: The Area page on the Admin Portal

4.1. Adding a new area

- Select the 'Add New Area' green button at the top of the page (shown in Figure 5 above).
- Now complete the details of the new area name and description (Figure 6 below) and choose an image as an icon for the new area. Press 'Confirm'. **Note:** the icon must measure 120px by 120px.

Create Area

Image
Choose File No file chosen

Area:

Description:

[Confirm](#)

[Cancel](#)

© 2021 - DevOps HBL ICT Services application

Figure 6: Complete the new Area details and select an image

4.2. Editing an area

- From the Area page, double click on the area you wish to edit.

ID	Area	Description	Complete	CreatedAt	UpdatedAt	Deleted user	sort_order	Image
58CAFE32-FE9A-45D1-9CB6-AABC5C142FAE	Upper Respiratory	 NICE - Self-limiting respiratory tract infections 		10/15/2020 9:47:30 AM	10/21/2020 8:31:50 AM	ludwinheid		
23F365B3-156D-4335-9621-F1572A2C3844	Lower Respiratory	LOWER RESPIRATORY TRACT INFECTIONS Low doses of penicillins are more likely to select out resistance. Do NOT use Quinolones first line due to poor pneumococcal activity. Reserve all Quinolones for proven resistant organisms for people presenting with symptoms of LRTI and in whom after clinical assessment a diagnosis of pneumonia has not been made and it is not clear whether antibiotics should be prescribed. NICE have recommended that a point of care C-reactive protein (CRP) be considered. Do NOT routinely offer antibiotics if CRP < 20mg / l/ite, consider a delayed prescription if CRP is between 20mg / l/ite and 100mg / l/ite and offer antibiotic therapy if CRP is > 100mg / l/ite. See individual pneumonia section at the beginning of the document for more details.		10/15/2020 9:47:31 AM	10/21/2020 8:32:05 AM	ludwinheid		

Choose File | No file chosen

ID	Image
58CAFE32-FE9A-45D1-9CB6-AABC5C142FAE	

Area:
Upper Respiratory

Description:
 NICE - Self-limiting respiratory tract infections

SortOrder:
[]

Confirm
Cancel
Delete

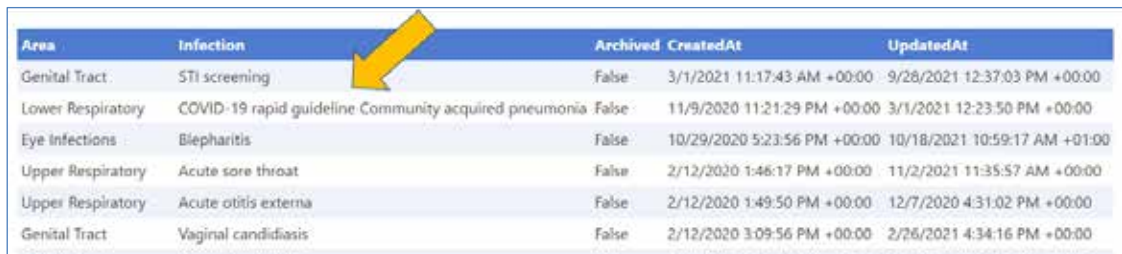
Type 'delete' (in lower case) [] press Enter

Figure 7: Editing a selected Area

- You may now:
 - Change the existing image for a new image (120px by 120px)
 - Change the Area name and description.
 - Change the sort order (the order that the list of Areas will appear, shown on the website or in the Mobile App).
 - Delete the Area. Type 'delete' in the text box to confirm you wish to delete the area and then click on the coloured 'Delete' button.
Note: Take care when selecting this option – it cannot be undone.

5. The 'Infections' page

- Select the 'Infections' option on the blue Portal header menu.
- You will be presented with the infections page.



Area	Infection	Archived	CreatedAt	UpdatedAt
Genital Tract	STI screening	False	3/1/2021 11:17:43 AM +00:00	9/28/2021 12:37:03 PM +00:00
Lower Respiratory	COVID-19 rapid guideline Community acquired pneumonia	False	11/9/2020 11:21:29 PM +00:00	3/1/2021 12:23:50 PM +00:00
Eye Infections	Blepharitis	False	10/29/2020 5:23:56 PM +00:00	10/18/2021 10:59:17 AM +01:00
Upper Respiratory	Acute sore throat	False	2/12/2020 1:46:17 PM +00:00	11/2/2021 11:35:57 AM +00:00
Upper Respiratory	Acute otitis externa	False	2/12/2020 1:49:50 PM +00:00	12/7/2020 4:31:02 PM +00:00
Genital Tract	Vaginal candidiasis	False	2/12/2020 3:09:56 PM +00:00	2/26/2021 4:34:16 PM +00:00

Figure 8: Screen showing listed infections and areas

5.1. Filtering infections

To view the infections by Area, use the filter dropdown lists.

- Select the Area you wish to filter in the 'Filter Area' dropdown (e.g., Lower Respiratory). Then filter by infection via the 'Filter Infections' dropdown.



Area	Infection	Archived	CreatedAt	UpdatedAt
Lower Respiratory	COVID-19 rapid guideline Community acquired pneumonia	False	11/9/2020 11:21:29 PM +00:00	3/1/2021 12:23:50 PM +00:00
Lower Respiratory	Acute exacerbation of COPD	False	2/12/2020 3:38:23 PM +00:00	3/1/2021 12:31:53 PM +00:00
Lower Respiratory	Acute exacerbation of bronchiectasis (non-cystic fibrosis)	False	2/12/2020 3:45:02 PM +00:00	3/1/2021 1:48:14 PM +00:00
Lower Respiratory	Acute cough	False	2/12/2020 3:46:28 PM +00:00	3/1/2021 1:23:11 PM +00:00
Lower Respiratory	Hospital acquired pneumonia	False	9/25/2020 12:04:30 PM +00:00	3/1/2021 12:33:05 PM +00:00

Figure 9: The Infection filtering screen

5.2. Viewing the full details of an infection

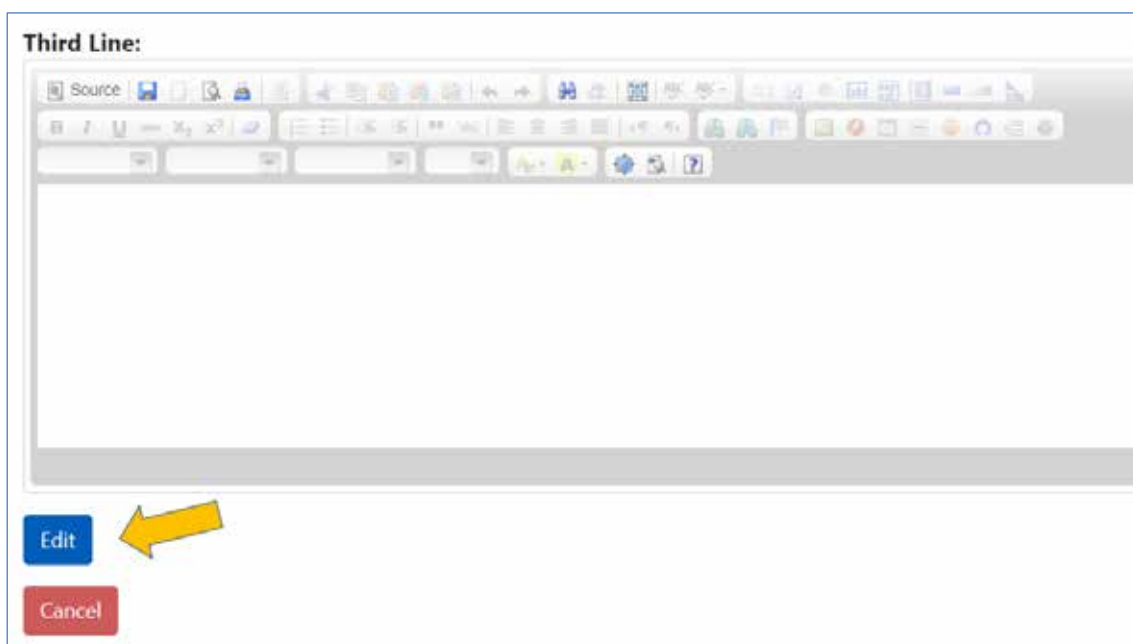
- To view the details of a listed infection, double click on the description in the list. This will take you to a 'View' window displaying the infection details. The details are 'read only' and are displayed in sections titled 'Description', 'First Line', 'Second Line' & 'Third Line' (as shown below)



Figure 10: View window displaying full details of an infection

5.3. Editing the details of an infection

- Scroll down to the bottom of the View Infection window. You will see a blue 'Edit' button under the 'Third Line' section of the View window.



- Click on the 'Edit' button. You will now be able to edit the detailed sections of the infection using the Word Processor Editor function.

5.4. Word Processor Editor

For each editable section of the infection editing window, there is a word processor, which enables to edit the text into a format of your choosing.

Sometimes you may wish to view or work with the HTML source code of the text being displayed as this can allow for more formatting freedom..

- To view the HTML source code, click on the 'Source' button. To return to the text, click on the 'Source' button again, each click will 'toggle' you between the code and the text.

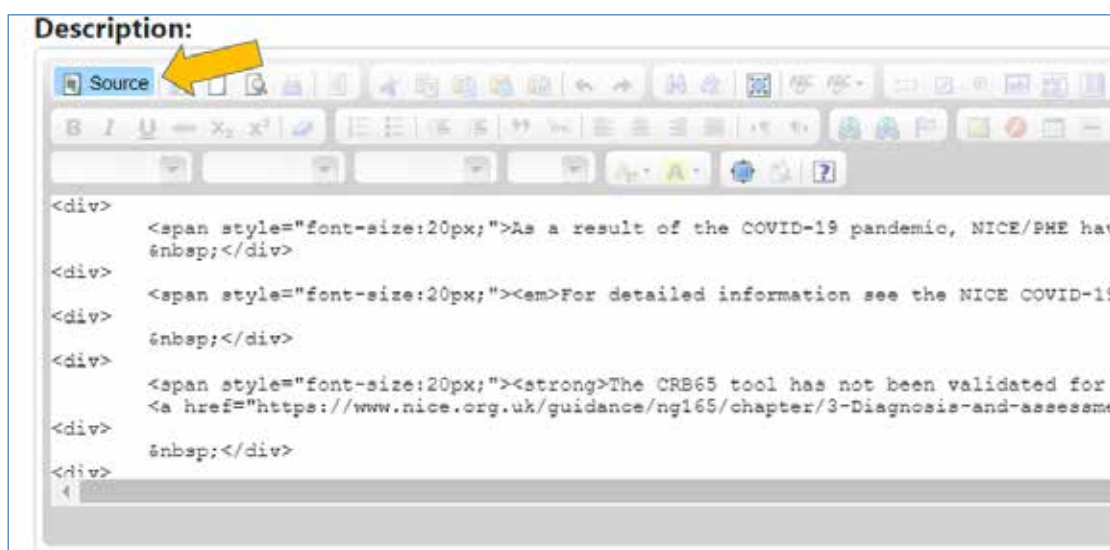


Figure 11: Example showing the Description section HTML source code

5.5. Deleting infections from the list

When editing an infection, you also have the option to delete it.

- To delete an infection from the editing window, scroll to the bottom of the edit infection window and type 'delete' in the text box to confirm you wish to delete this infection.
- Then click on the coloured 'Delete' button.

Note: Take care when selecting this option – it cannot be undone.

6. The 'Colours' page

- Select the 'Colours' option on the blue Portal header menu.
You will be presented with the Drug/Colour Combination page.

6.1. Adding a Drug colour

- Click on the 'Add Drug/Colour Combination' green button.

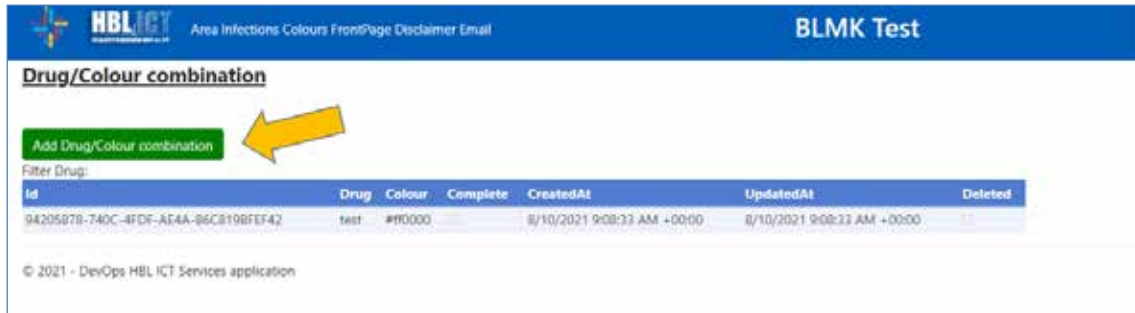


Figure 12: The Drug/Colour Combination page

- Now enter the name of the drug and select the colour from the dropdown list on the Create Drug/Colour Combination screen.
- Press the blue 'Confirm' button.

Figure 13: Create Drug/Colour Combination screen

NOTE: If the colour combination that you require is not available in the dropdown list, please contact neil.wallace3@nhs.net

7. The 'Front' page

- Select the 'Front Page' option on the blue Portal header menu.

This will allow you to set up a customised front page containing the topics of your choosing.

7.1. Adding a new front page

- Click on the 'Add New Front Page' green button.

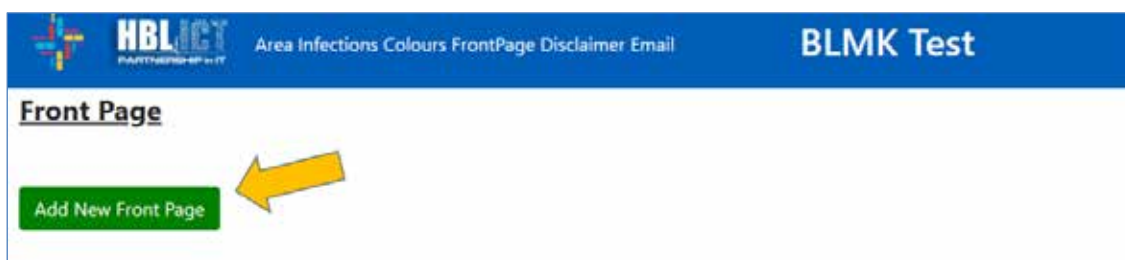


Figure 14: The 'Front Page' screen

- Now choose an image/logo file for the front page (must be 120px by 120px) and enter a title and description.
- Press the blue 'Confirm' button.

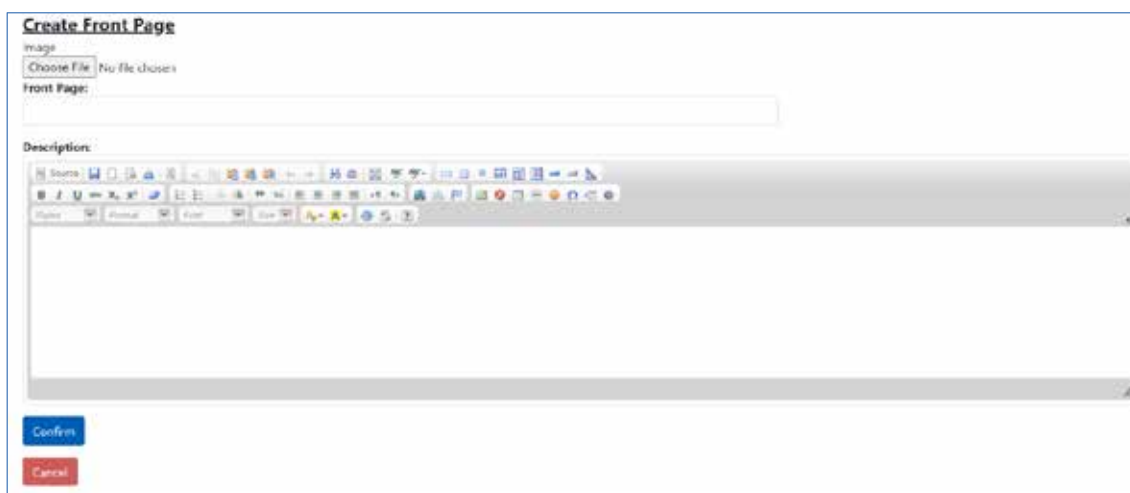
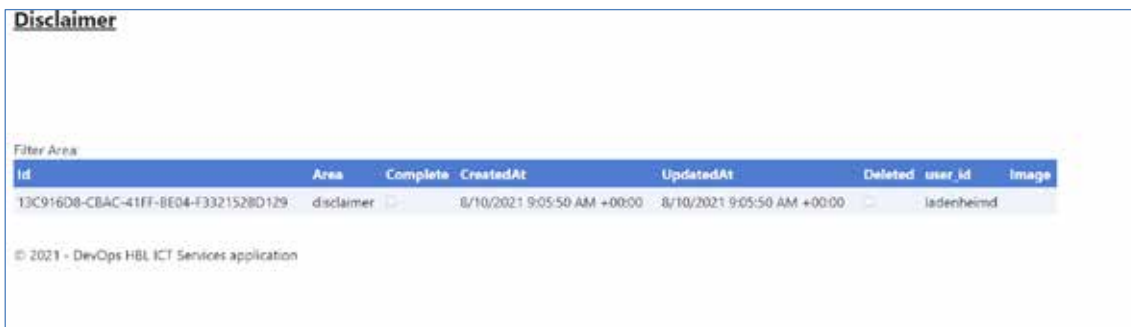


Figure 15: Create Front Page screen

8. The 'Disclaimer' page

- Select the 'Disclaimer' option on the blue Portal header menu.
This will show the current disclaimer for the App in a table (as shown below).



Disclaimer

Filter Area

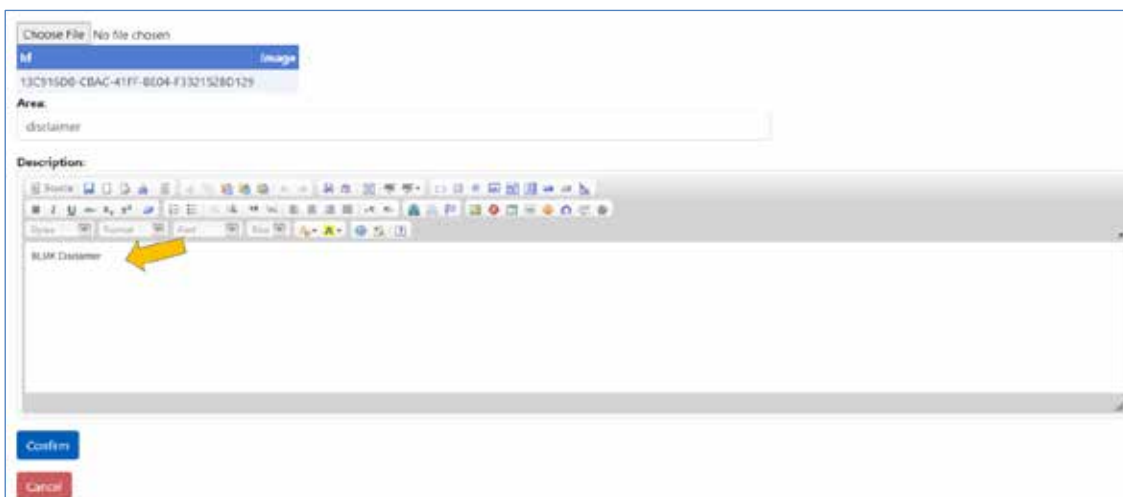
Id	Area	Complete	CreatedAt	UpdatedAt	Deleted	user_id	Image
13C916D8-CBAC-41FF-BE04-F3321528D129	disclaimer		8/10/2021 9:05:50 AM +00:00	8/10/2021 9:05:50 AM +00:00		ladenheimd	

© 2021 - DevOps HBL ICT Services application

Figure 16: The 'Disclaimer' screen

8.1. Editing the disclaimer

- Double click on the 'Disclaimer' row in the table to edit the existing disclaimer.
- Enter the disclaimer text in the 'Description' section (shown below).
- Press the blue 'Confirm' button.



Choose File | No file chosen

13C915D6-CBAC-41FF-BE04-F3321528D129

Area:
disclaimer

Description:
BLM Disclaimer

Confirm
Cancel

Figure 17: Editing the Disclaimer

8.2. Deleting the disclaimer

When editing the disclaimer, you also have the option to delete it.

Note: Take care when selecting this option – it cannot be undone.

9. The 'Email' page

- Select the 'Email' option on the blue Portal header menu.
This will show the current email contact address for the App in a table.

9.1. Editing the email

- Double click on the 'Email' row in the table to edit the existing email contact address.
- Enter the new email address text in the relevant section (shown below) and a description.
- Press the blue 'Confirm' button.

Only one email address allowed. Check on mobile app that it is working correctly after making changes.

Id	Image
FAD517D4-1B5C-453C-8E36-B73DC2750AB5	
Emails separated by semi colon : <input type="text" value="neil.wallace3@nhs.net"/>	
Description: <input type="text" value="Neil Wallace"/>	
<input type="button" value="Confirm"/>	
<input type="button" value="Cancel"/>	

Figure 18: Editing the email address

NOTE: Only **one email** contact address can be utilised for the App, please check on the mobile app that the email contact details have updated once you have finished making your changes.

9.2. Deleting the email contact

When editing the email contact address, you also have the option to delete it.

Note: Take care when selecting this option – it cannot be undone.

10. Mobile App

Once you have configured the website, you can inform users that they are now able to download the app from either the Apple (IOS) app store or the Google Play (Android) store (depending on their make of smartphone).

When App launches for the first time the user will be presented with a screen advising them that the product is not licensed.



- Press OK to the license message.

Figure 19: Mobile App start up screen (first time use)



They will then be presented with the licensing screen:

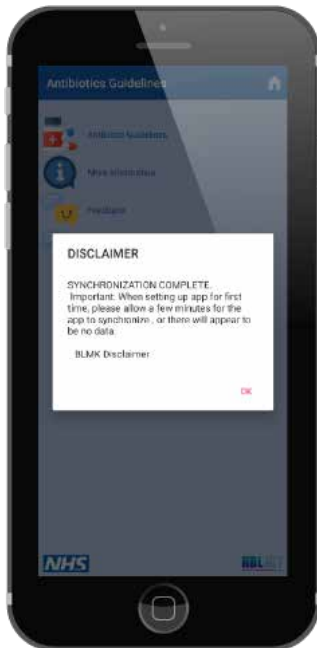
- Copy and paste the license into the text box (the license key will have been sent via email).
- Click Validate.

IMPORTANT: You may need to wait a minute or so to receive a validation message stating that the license has been found.

- Press OK.

Figure 20: Entering and verifying the App license key

After a few moments the disclaimer message will appear.



- Press OK to the disclaimer message.

Figure 21: Disclaimer screen

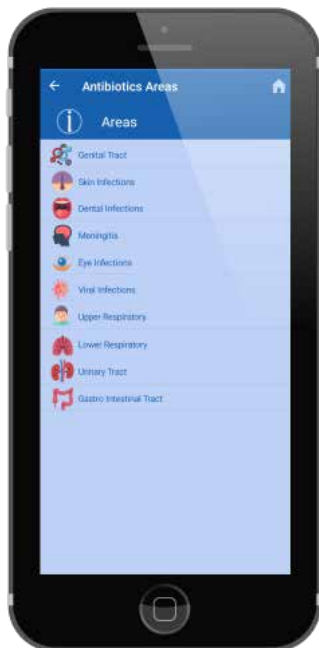
Now the Home screen of the app will be displayed:



- Select 'Antibiotics Guidelines'.

Figure 22: Antibiotics App home screen

The Areas menu screen will appear showing the areas that have been setup via the Admin Portal website.



- Clicking on an area will show the associated infections for that area that have been set up on the Admin Portal website.

Figure 23: Areas screen

You can then 'drill down' into the recommended treatment for a condition by clicking on the condition. The user can also feedback observations on the treatment (if something needs editing) using the Feedback tab.



Figure 24: Drilldown to conditions

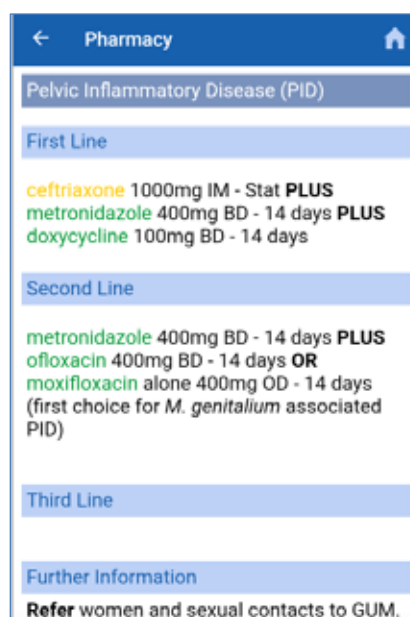


Figure 25: Treatment



Figure 26: Feedback tab

11. User Website

We also provide a user website which allows clinicians to intuitively read the latest guidance by infection and area.



Figure 27: Website welcome screen

Here you can also drill down to conditions by area and the treatment.



Figure 28: Conditions by Area

