## **Entering eHDS© Screening Audit Data** into Portal



This job aid assists in entering ED screening audit data. For questions or assistance, contact <u>reports@hdnursing.com</u>.



### **Go to the Program Audit Portal**

Go to: <a href="https://www.hdnursing.com/hd-falls-program-audits">https://www.hdnursing.com/hd-falls-program-audits</a>. Under "ED Portal Access" select "CLICK HERE to enter audits."

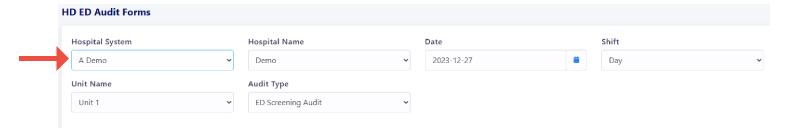
#### **ED Portal Access**

<u>CLICK HERE</u> to enter audits

Step 2

### **Select Hospital Information**

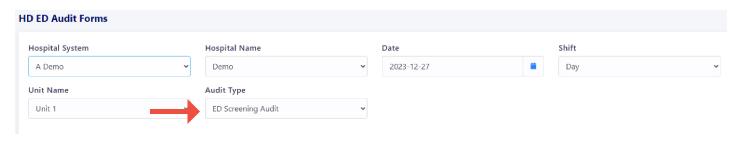
Select the hospital system, hospital name, date, and shift.



# Step 3

### **Enter Audit Type**

Select "ED Screening Audit."





### **Enter Audit Data**

Enter the number of "Screened Correctly" and "Screened Incorrectly" responses. Note example entries in red.

	Screened Correctly		Screened Incorrectly
ED Screening Audit	1		<b>+</b>
Dizziness/Generalized Weakness	•		*
Screened Correctly	9	Screened Incorrectly	1
Immobilized/Requires Assist Of One Person			
Screened Correctly	7	Screened Incorrectly	3
Assist Device/Requires Assist Of People			
Screened Correctly		Screened Incorrectly	
History of Depression/Anxiety			
Screened Correctly		Screened Incorrectly	
History Of ETOH/Substance Of Abuse			
Screened Correctly		Screened Incorrectly	

Step 5

### **Submit Data**

To submit the audit data, click SAVE. To cancel, click CANCEL.