



## EVIDENCE-BASED CARE PROGRAM

**TO: All Staff**  
**FROM: GBHN Order Sets Committee**  
**DATE: February 22, 2010**  
**SUBJECT: Associated Documents with Order Sets**

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An updated feature has been added to the GBHN Order Set Website in the form of Associated Documents.

If there are added documents to the order set itself (ie referral forms and instructions, flowcharts, supporting documentation tools etc.), they will be found attached to the order set with a **plus sign** icon. Clicking on the plus sign will reveal these documents for printing. No plus sign indicates no associated documents have been linked to date.

This is a new feature and all of the associated documents pertaining to current order sets are attached in this fashion. It is suggested that staff look here first for the associated documents they require before proceeding in the usual fashion to find them.

This is being done in an attempt to reduce order set size, facilitate the ease of use for frontline staff, as well as provide clear and consistent information to the network of users.

Please take this time to review this process and remember that ALL order sets and protocols should be printed on demand, as there are many changes happening with the order sets and this practice enables the practitioners to keep current.

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