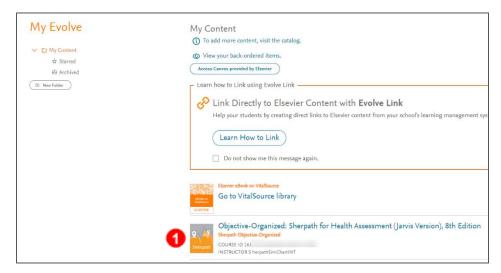
SimChart case studies present patients in an unfolding scenario, where you retrieve and document information about the patient, then answer related quiz questions at the end of each phase. These case studies are integrated with Sherpath, so the content and quiz questions align to the content of the course.

NOTES:

- *** The due date is the last day you will be able to work on a case study. ***
- If your instructor set the case studies to be graded, it is graded on the first attempt only.
- 1. To access a SimChart case study, first enter your Sherpath course. Your institution may have it hosted on their LMS instead of the Evolve LMS.



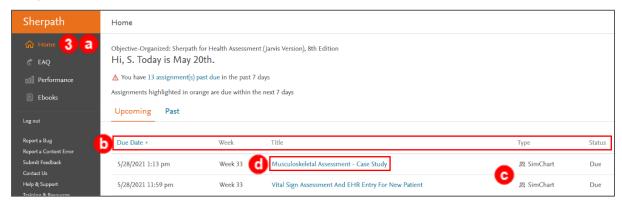
2. Then click the **Sherpath** link on the left in **Course Content** to enter Sherpath.





3. Your course opens on the (a) **Home** page, as shown on the left main navigation menu. Your assignments will appear listed to the right, with the (b) **Due Date, Week** due, **Title, Type,** and **Status** listed left-to-right. The SimChart case studies and empty electronic health record (EHR) assignments will have (c) **SimChart** listed as the assignment type in the Type column. (d) Click on a case study title to begin.

NOTE: Make sure you note the due date above all else, as you CANNOT complete an assignment after its due date and time.



4. For case study assignments, you will see an **Overview.** Click the **Start Case Study** button at the far right to begin.



5. Case studies will have one or more **phases**, each with its own **Instructions** and **Charts involved** tabs listed left-to-right underneath. Use the opened **Instructions** tab to understand what should be charted for the patient.



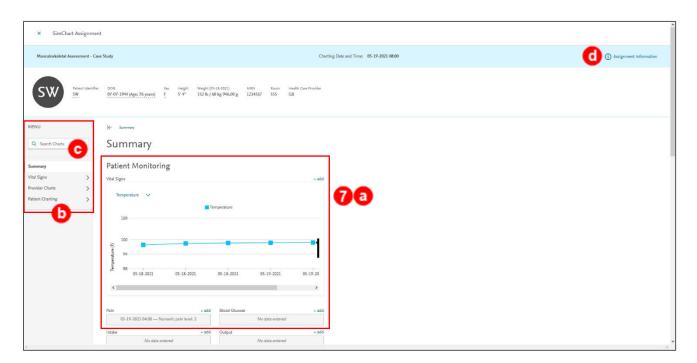


6. The **Charts involved** tab to the right shows the charts used in this phase.

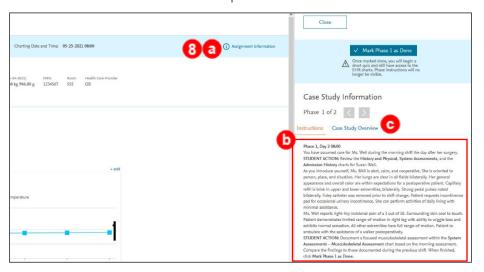
Click the **Start Phase** button at the far right when you are ready to begin reviewing data and charting for your patient in the EHR.



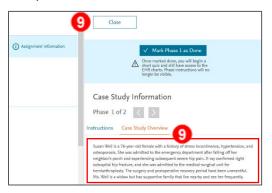
7. Now you have entered the EHR. (a) You can see data already present for the patient, and you can add data based on the information provided. (b) You can navigate directly to other charts using the navigation panel on the left of the screen or use the (c) **ChartFinder** tool (the **Search Charts** field at the top of the menu) if you are having trouble locating a chart. If you need to review the instructions, click the (d) **Assignment Information** link in the upper-right corner at any time. Let's click it now.



8. After clicking (a) **Assignment Information**, the information panel comes in from the right, with (b) **Instructions** and (c) **Case Study Overview** tabs listed left-to-right. The open (b) **Instructions tab** shows the instructions for the phase.



9. The **Case Study Overview** tab shows the overall instructions you saw when beginning the case study. Click the **Close** button at the top-left corner of this fly-out panel to return to the case study.

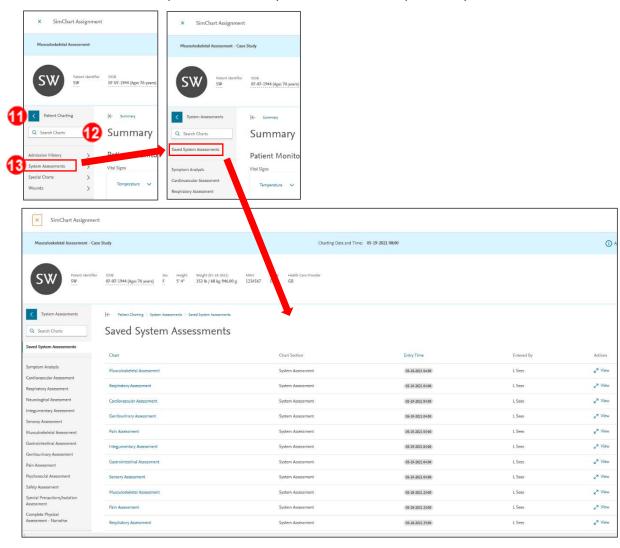


10. In the main navigation menu of the left side you can expand and collapse the menus to see various charts. Click on **Patient Charting** as an example to **expand** it.

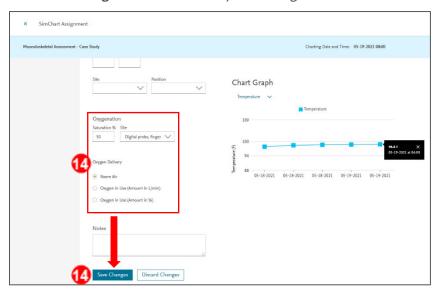




- 11. If you want to **collapse** this Patient Charting section, you can click the **blue back arrow** to the left the top left of this navigation area.
- 12. Below that is the **ChartFinder** tool (the **Search Charts** field). You can search for charts directly from here.
- 13. Notice, if you click the **System Assessments** submenu in **Patient Charting**, then **Saved System Assessments** at the top of the section, you can find all the previously saved assessments.



14. Using the relevant menus and charts in the navigation on the left (which would be visible if you scrolled up on the chart below), complete the phase activity according to its instructions. Any time you enter data into any chart (like the **Vital Signs** chart here), scroll to the bottom and click the **Save Changes** button to save your changes.



15. If you try to go to another screen without saving changes, a dialogue box warns you there is unsaved data, and allows you to **Stay** on the page to save it, or **Leave** the page without saving.



16. You will also get a warning box telling you if any data you are saving is outside of normal ranges. Click **OK** to confirm your data or click **Cancel** to return and adjust the data.



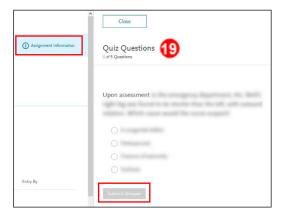
17. After saving, you will see a **confirmation** that your data was saved at the top center of the charting area. When you are finished with the first phase, click the **Assignment Information** link at the top right.



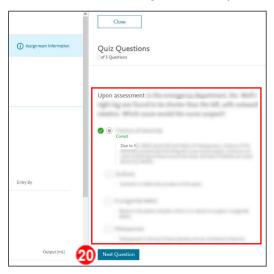
18. The **Assignment Information** panel reappears at the right. Click the **Mark Phase 1** as **Done** to end charting for the phase.



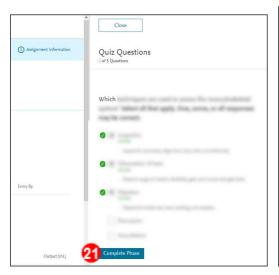
19. Now you will answer **quiz questions** for the phase. You can always click outside the panel if you need to look at any charts to help with an answer. Click **Assignment Information** to return to the quiz if it disappears. Click **Submit Answer** to proceed.

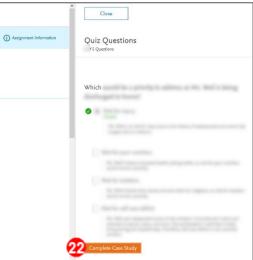


20. Your question is graded correct or incorrect, and you are shown the correct answer and its rationale. Click **Next Question** to proceed, repeating until your final question is graded.



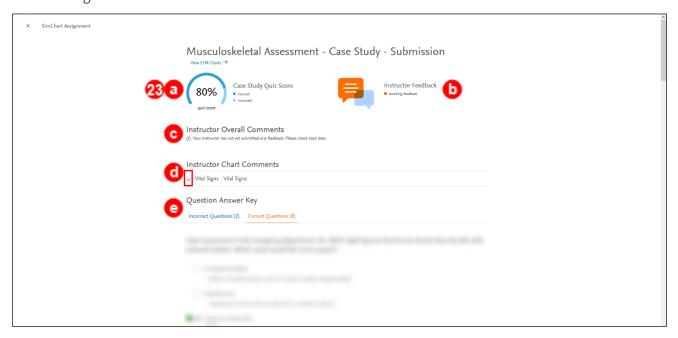
- 21. After the last question is graded, if you have more phases, you will see a **Complete Phase** button which take you to the next phase information to start. You will then continue completing phases and answering quiz questions until you have completed the last question on the last phase.
- 22. If you are at the last phase or only had one phase, you will instead see a **Complete Case Study** button to finish the case study.



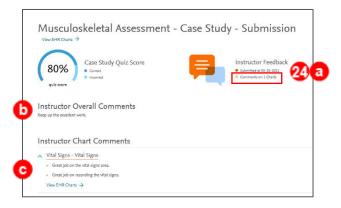


23. After completing the assignment, you will be presented with the **Submission report.** The top left shows your overall (a) **score**, and to the right and below that any (b) **Instructor Feedback**, (c) **Overall Comments**, and (d) **Instructor Chart Comments** (which you can access for each chart with its **fly-down arrow**). You can return to these later once the instructor has left comments. Below that you will see the (e) **Question Answer Key**, grouped into tabs from left to right of **Incorrect** and **Correct Questions**.

NOTE: Your instructor decides the scoring method of **scored, pass/fail,** or **not graded** for each assignment.

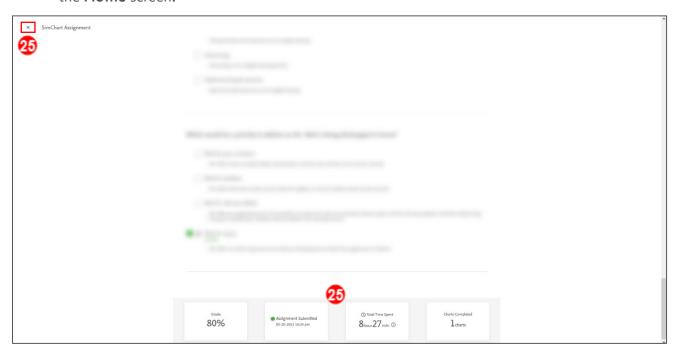


24. **NOTE:** Once your instructor leaves comments, the report will show how many charts have comments under (a) **Instructor Feedback** at the top right and will have the (b) **Instructor Overall Comments** (if any) at the top of the main area with the (c) **Chart Comments** below that.





25. At the bottom of the submission report, you will see (from left to right) your **Grade, Time of Submission, Total Time Spent, and Charts Completed.** Click the **X** at the top left to return to the **Home** screen.



26. You can return to the submission report at any time from the Home screen by clicking its assignment title.

You have now navigated through the main parts of a SimChart case study in Sherpath. You are now finished.

END OF GUIDE

