

Ref. No: 2091
Date: 06/10/25
Subject: Paper and Electronic Notes

REQUEST

Question 1:

- Are **PATIENT NOTES*** in your trust: all paper, all electronic, or a mixture of both? [A mixture of both](#)
 - If patient notes are **primarily electronic**:
 - ☐ When did the trust transition from paper to electronic? [2007 at the St Helens & Whiston sites and 2014 at the Southport & Ormskirk sites](#)
 - ☐ What is the name of the electronic patient record platform used? [On the Whiston, St Helens & Newton sites it is C.Cube provided by Noveevo and at The Southport & Ormskirk sites it is Evolve provided by Kainos](#)
 - ☐
 - If patient notes are **primarily paper**:
 - Are there plans to transition from paper to electronic? If yes, when? [N/A](#)

* 'Patient notes' here refers to written documentation of clinical encounters with patients, completed by a healthcare professional.

Question 2:

- Are **DRUG CHARTS** in your trust all paper, all electronic, or a mixture of both? [Mixture of both](#)
- If drug charts are **primarily electronic**:
 - When did the trust transition from paper to electronic?
 - [STHK legacy data](#)
 - [Pilot wards June 2017](#)
 - [Medical Wards from November 2018](#)
 - [Surgical Wards from June 2019](#)
 - [Intermediate Care Ward April 2020](#)
 - What is the name of the electronic prescribing system used? [Careflow Medicines Management](#)
- If drug charts are **primarily paper**:
 - Are there plans to transition from paper to electronic? If yes, when?

Following Trust merger – working currently on transition from paper to EPMA for sites not on EPMA- no confirmed date

Question 3:

- **Do the following departments in your trust use paper PATIENT NOTES (either partially or fully)?**

Please indicate Yes, No or Not sure / Not applicable.

- A+E – Yes and then they are scanned following A&E attendance discharge
- ☐ ICU – Yes and then scanned following discharge
- ☐ Medical or Surgical inpatient wards (excluding ICU) – Yes and then scanned following discharge
- ☐ Outpatients - Yes and then scanned following attendance at OPD

Question 4:

- **Do the following departments in your trust use paper DRUG CHARTS (either partially or fully)?**

Please indicate Yes, No or Not sure / Not applicable.

- ☐ A+E – yes for IV infusions only
- ICU – yes for level 3 patients only
- ☐ Medical or Surgical inpatient wards (excluding ICU) - only for IV fluids, gentamicin and warfarin
- Outpatients - only for administration, prescribing is on EPMA

Question 5:

- **Are fax machines still used in any part of your trust? (Yes / No)**

No