Adults Quick Guide

Health Conditions

To fulfill statutory reporting requirements, it is necessary to record health conditions for all people.

The reportable 'Short And Long Term' (SALT) health conditions are captured during the assessment process and must then also be recorded in the **Health > Conditions/Disabilities** sidebar menu on the **Person summary** screen.

A value of 'No relevant long term reported health conditions' should be recorded if the person does not have a reportable condition and a value of 'Not known – assessment abandoned/cancelled' or 'Not known – review abandoned/cancelled' should be recorded if you have to cancel / abandon an assessment or review before this information is obtained. This ensures the reporting of health conditions is accurate and no assumptions are being made if no conditions have been recorded or the information has not been gathered.

There are three criteria to meet prior to recording a reportable health condition:

- The health condition should be long term (chronic)

- The health condition should be relevant to a person's social care needs

- The health condition should have been medically diagnosed

Health conditions should ideally only be recorded where all three of the above criteria are met.

Where possible, conditions should be confirmed from health records or by a healthcare professional. Where a medical diagnosis is not available practitioners can take on good faith from people or representatives where they are clear about what condition they are diagnosed with, approximately when it was diagnosed and who diagnosed it.

Where a person has other health conditions (not currently required for reporting) these should **also** be recorded within the **Health>Conditions/Disabilities** section of the person's record.

Viewing Health Conditions

There is no section for Health Conditions on the Person summary screen of a person's record.

To view any conditions already recorded Click **Health** > **Conditions/Disabilities** in the sidebar menu.

Conditions will be listed on the **Conditions/Disabilities** screen.

Recording Health Conditions

Before recording any health conditions first ensure they meet the recording criteria.

To record a condition;

- Click **Health** > **Conditions/Disabilities** in the sidebar menu

The **Conditions/Disabilities** screen displays –

- Click the **Add** button

The **Add condition/disability** screen displays

Complete the fields as follows.

- Condition/Disability = Select from dropdown menu as appropriate (use the scroll bar to see full list)

> Conditions prefixed with 'A' are the statuary reported conditions.
>
> Conditions prefixed with '-' are other (non SALT) conditions which can be recorded as appropriate.

- Age diagnosed = Enter age diagnosed (if known)

- Applicable? = Select checkbox if the condition/disability is a current condition/disability – i.e. is still applicable.

- Click the **Save** button

- Click the **OK** button to return to the **Person summary** screen

Editing and Ending Health Conditions

Editing health conditions should only be undertaken when:
- a recording error has been made. To preserve a person's health history, existing conditions should not be overwritten or changed **unless** they were incorrectly recorded,
- the condition is no longer applicable i.e. the person has recovered from the condition/disability

Health conditions cannot be ended in Mosaic. If a health condition is no longer current, as the person has recovered, the 'applicable' checkbox should be deselected.

Only current health conditions should be marked as applicable.

To edit a health condition,

- Click **Health** > **Conditions/Disabilities** in the sidebar menu

The **Conditions/Disabilities** screen displays

- Click the **Edit Pencil** icon

The **Amend condition/disability** screen displays:

- Condition/Disability = Select from dropdown menu if previous condition was selected in error

- Age diagnosed = Edit age diagnosed if previously recorded in error/now known

- Applicable? = Select/Deselect checkbox - should be selected if the condition/disability is a current condition/disability and deselected if it is no longer applicable.

- Click the **Save** button

- Click the **OK** button to return to the **Person summary** screen