

In a code situation, you will need to access the Code Narrator

- Click **More Activities**
- Click **Code**

You are now in the Code Narrator:

You will Notice the left side of the screen has points of documentation, and the Right side of the screen is basically a time line of the things you are documenting.

- In the **Code Start** Dialogue Box, you will want to click **Accept**.
This officially starts the documentation of your code.

Use the buttons- On the left side of the screen to document what is appropriate.
Don't forget to add your staff.

Code Narrator

Step by Step for Documenting a Code

Document by Clicking

Document Medications used during the code, by simply clicking the medication quick pick (green plus sign) on the **left side** of the screen. This will document in your "Time Line" on the **right side** of the screen.

Make sure to address any areas within the documentation: such as dose, route, etc.

- Once finished, Click **Accept**
- Repeat this for additional medication administrations

Use this same method to continue with documentation of Interventions, adding lines, and any other code documentation that is appropriate for the situation.

Example: Code Documentation> Interventions> Click Appropriate> Click Accept

IMPORTANT- It is imperative that you document the **Code Outcome** and **Code End**, upon completion. Click **Code End> Document appropriate outcomes, etc. > Click Accept**