The most up to date version of this document is available at
https://emissupportcentre.e-mis.com/asthma-uk-action-plan/

EMIS Web now allows users to complete a short template to generate a personalised electronic version of an Asthma UK action plan. The personal action plan can be printed out and given to the patient and an electronic version saved in the patient's care record.

If you need an action plan for a child the Asthma UK website has a 'My Asthma' action plan for 6-12 year olds and a downloadable action plan for under 5s. Click here to access them.

Action plans are effective because they prompt the patient to recognise when their asthma is getting worse and reminds them of the action required to bring their asthma back under control.

The BTS/SIGN guidelines make it clear that an asthma review should incorporate a written action plan.

What's new?

- The EMIS Library will contain two protocols, an alert protocol and a print protocol, which can be accessed via Configuration > Template Manager > Templates & Protocols > EMIS Library > EMIS Protocols > Third Sector Partnerships.
- The Protocols need to be activated and the alert protocol will generate an alert if a person with asthma has no record of an agreed self-management plan in the last 12 months. An alert will also be generated if the patient has never had an agreed self-management plan, or if the asthma status needs reviewing.

An alert will still appear if the patient has declined a self-management plan and the details confirmed within the tool tip.

- We have also added some searches to the EMIS Library to help identify patients coded with asthma but with no recent medication. This means they won't be on the QOF register. The protocol has been updated accordingly and will produce the relevant alert.

In addition

- The **print protocol**, once activated, can be added to the protocol launcher and accessed via the F12 key in any screen.
- The EMIS Library Asthma Chronic Disease Management template has been updated to include the action plan on the Management page.
- The QOF template has been updated.
- Should you use your own asthma template, by editing the template and coding the patient with 661M1 - Asthma self management plan agreed, the option to complete a plan will automatically be generated, if the **print protocol** has been activated.
- The action plan will be added to the EMIS Library as an *active* document template.

Activating the alert and print protocols

The alert and print protocols **must** be *activated* at your practice, if you want to receive the alerts and print prompts. The alert and print protocols can be activated in Template Manager.
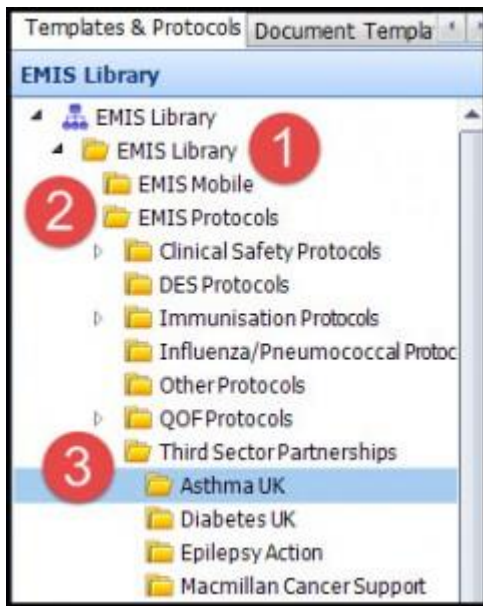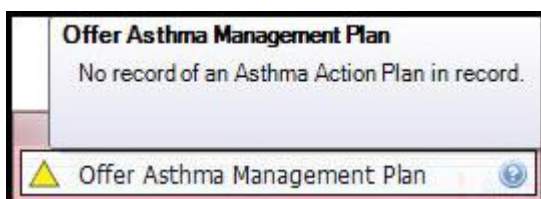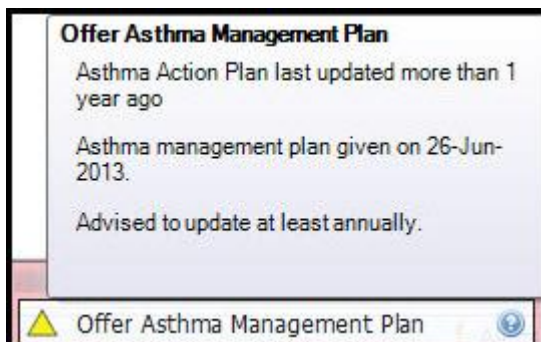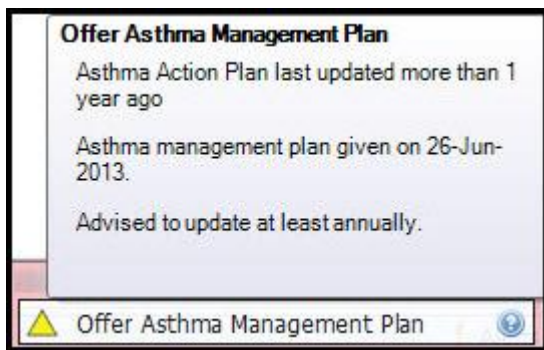
The alert and print protocols

Accessing the action plan

1. To access the action plan, do one of the following:

- Double click on the alert in the bottom right hand corner.


Other types of alerts.

- If you have added the **print protocol** to the launcher, select F12 and double click on the Print Asthma Action Plan.

   Using the **print protocol** option via the launcher will take you straight to the action plan and not to the library template where the patient can be coded.

2. Check the properties, then click **OK** to open the consultation and launch the library template.
3. Once discussed, tick the box for Asthma self-management plan agreed.
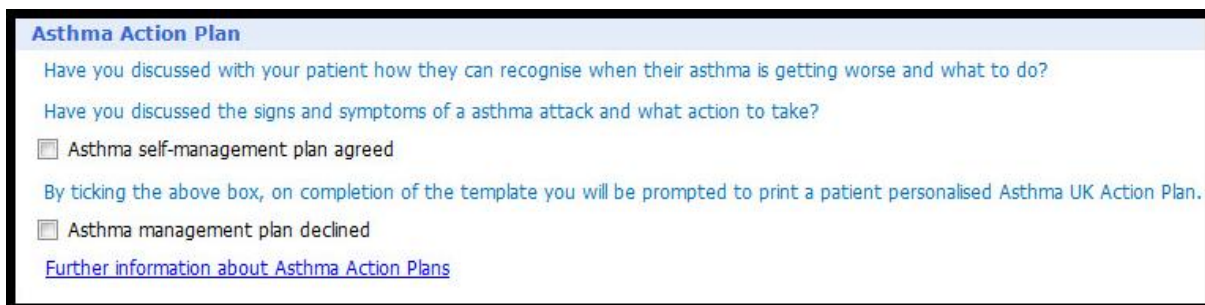
   There is also an option for Asthma management plan declined, if appropriate. If required, a link to this article provides further information on the plan.

4. On the ribbon, click **Save**.
5. Select **Yes** when prompted to launch the action plan template.

Completing the action plan

You do not have to complete all fields of the action plan for every patient. For example, very few patients with asthma will be prescribed rescue Prednisolone.

 The action plan is broken down into the following sections.

Green

The **green** section records the patient's preventer and reliever inhalers, including the colour, and the number of puffs they need to take.
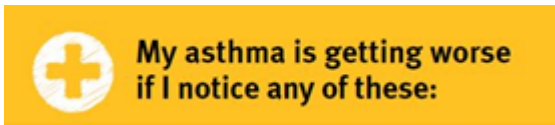
Each field has a maximum number of characters between 8 and 22. Other medicines that are taken and the asthma triggers fields have a higher limit of 44. The fields will expand as you start typing. This is so the alignment of the document is not affected.

- The Personal best peak flow field does not have to be completed as not all patients wish to do a peak flow or use it as a means to identify deteriorating symptoms.
- Order a peak flow diary online.
- Further information on inhaler technique, including videos, is available from Asthma UK.

Amber

The **amber** section explores how the patient would recognise their asthma is getting worse and what action to take.

Each field in this section has a maximum number of 8 characters. The fields will expand as you start typing.

- If including a 'peak flow drops' recording, remember this is only relevant **before** a blue reliever inhaler has been used.
- If it's not already been done as part of the review, you should ask the three RCP questions to explore how the patient would recognise if their asthma is getting worse.

  Read further about the evidence base and guidelines.

- Complete the actions the patient needs to take to bring their asthma under control.
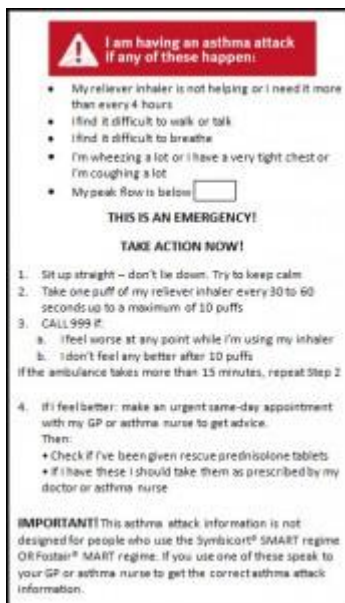
  Remind patients that if their asthma symptoms do not improve following these steps, they need to make an **URGENT** appointment with their GP or asthma nurse within 24 hours. .

Red

The **red** section identifies the onset of an asthma attack and what action to take.

The peak flow field is limited to 8 characters.

- If the patient wishes to rely on peak flow as an indicator, insert what this may drop to during an attack.

  Remind the patient peak flow is only one indicator of an asthma attack and recognising the symptoms is just as important.

Printing and saving the action plan

- Once you have completed the action plan you will be able to select **File** and **Print** and give the paper copy to the patient.

  If you have access to a double sided printer, you can select 'flip on short edge' so it will print out neatly on both sides.

- You can then select **File** and **Save and Close** to add the electronic version to the patient's care record.
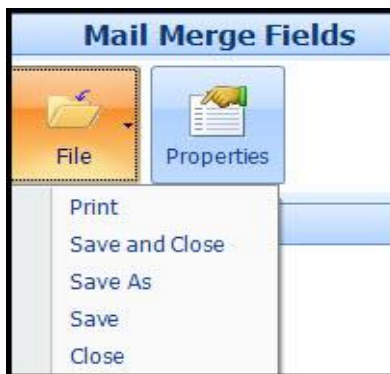
The Document Properties will be saved with the Document Type and Document Title fields already completed.
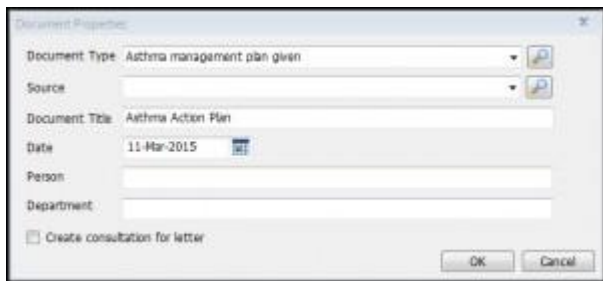
The updated care record

Once you have saved the electronic version into the care record, the details will be recorded in the following areas:

- Consultations
- Care History
- Documents

The plan can be viewed or reprinted by double clicking on the attachment in either Consultations, Care History or Documents. If required, the plan can even be emailed to the patient by double clicking the attachment, then selecting Send > via Email.