

# How to Merge Duplicate Pathways

If a patient has two pathways of the same type it is best practice to merge these. Having two pathways will also mean the patient is receiving duplicate scores to complete.

When you **search** for the patient you will be able to see the two pathways.

The first step is to **confirm this really is a duplicate**, and to understand how the duplicate record came to be created:

- Use the **Audit Trail** to understand the sequence that has led to the duplicate being created. This will also help determine which is the Pathway that should remain, and the one that is merging. See Patient Audit Trails.
- If the pathway has been manually created then there are various points in pathway creation where warning messages are displayed, the significance of these messages may need to be reinforced. See Add a 2nd Pathway.
- If the pathway has been created via an interface then make the IT teams aware as the creation of duplicates could be an indication that interface logic is not working as planned.

Once you have confirmed this is a duplicate pathway, click the pathway you wish to retain.

The screenshot shows the 'My Dashboard' interface. On the left, there are widgets for 'WORKLIST' (2 ITEMS FOR 28 NOV 2019 - 28 NOV 2019) and 'TASKS' (15 CLINICIAN 11 PATIENT). Below these are 'ADD PATIENT' and 'FIND PATIENT' buttons. The main area is titled 'FIND PATIENT' and contains search fields for Hospital Number, NHS, Serial Number, Date of Birth, and Name (with 'demo6' entered). There are also dropdowns for Pathway Type (set to 'Include All') and Owner (set to 'My Patients Only'), and a 'Search' button. Below the search fields is a table with two rows, both highlighted with a yellow border, indicating duplicate pathways for the same patient. The table has columns for Name, Pathway, and Owner. The first row shows a patient with NHS: Unknown and HOSP: 123456, with a 'Hip Pathway (Right)' created on 28 Nov 2019. The second row shows the same patient with a 'Hip Pathway (Right)' created on 15 Oct 2019. Both rows have a 'Pathway Action' button. At the bottom of the search area is a 'Create a New Patient' button.

Name	Pathway	Owner
CR00003124 DEMO6, Demo (M, 10 Oct 2010) NHS: Unknown HOSP: 123456 CREATE A NEW PATHWAY FOR THIS PATIENT	Hip Pathway (Right) 28 Nov 2019	CONSULTANT, Demo Pathway Action
	Hip Pathway (Right) 15 Oct 2019	CONSULTANT, Demo Pathway Action

Click Pathway Detail.

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DEMO6, Demo GENDER: Male BORN: 10 Oct 2010 (9y)  
No Email Address 1 Other Pathways

SERIAL: CR0003124  
NHS NUMBER: Unknown  
HOSP: 123456  
CONSENTS TO CONTACT: Yes  
CONSENT STATUS: Consent Given

CLINICAL RECORD  
6 ITEMS (4 OUTSTANDING)

CLINICAL SCORES  
OUTSTANDING SCORES DUE

PATIENT DETAIL PATHWAY DETAIL

LIST HISTORY PATIENT PORTAL

HIP PATHWAY [RIGHT] - PATHWAY ACTIVE

Clinical Assessments Treatment Complications Outcomes Review and Discharge Ad Hoc Task

Patient's Initial Tasks (Generated Automatically on Creating Pathway) (3 items)

14 Nov 2019 Diagnosis/Indications for Treatment

PATIENT HISTORY (1 items)

OUTCOME SCORES (1 items)

You will see a box indicating that there is another pathway of the same type.

Note: it is only possible to merge a pathway of the same type and same owner.

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DEMO6, Demo GENDER: Male BORN: 10 Oct 2010 (9y)  
No Email Address 1 Other Pathways

SERIAL: CR0003124  
NHS NUMBER: Unknown  
HOSP: 123456  
CONSENTS TO CONTACT: Yes  
CONSENT STATUS: Consent Given

CLINICAL RECORD  
6 ITEMS (4 OUTSTANDING)

CLINICAL SCORES  
OUTSTANDING SCORES DUE

PATIENT DETAIL PATHWAY DETAIL

LIST HISTORY PATIENT PORTAL

PATHWAY DETAILS

Pathway Type Side  
Hip Pathway Right

Please review the list of similar pathways below before creating a new one:

Hip Pathway (Right) Pathway Active 15 Oct 2019

Start Date Status Security  
28 Nov 2019 Pathway Active Sealed

Record can be viewed (read only) if a user provides a reason why they need to see the record

Owner  
CONSULTANT, Demo

Scroll and click 'Other Actions'. Then click 'Merge a Pathway Into This Pathway'.

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DEMO6, Demo GENDER: Male BORN: 10 Oct 2010 (9y)  
No Email Address 1 Other Pathways

SERIAL: CR0003124  
NHS NUMBER: Unknown  
HOSP: 123456  
CONSENTS TO CONTACT: Yes  
CONSENT STATUS: Consent Given

CLINICAL RECORD  
10 ITEMS (4 OUTSTANDING)

CLINICAL SCORES  
OUTSTANDING SCORES DUE

PATIENT DETAIL PATHWAY DETAIL

LIST HISTORY PATIENT PORTAL

ATTACHMENTS

PATHWAY DETAILS

Pathway Type Side  
Hip Pathway Right

Please review the list of similar pathways below before creating a new one:

Hip Pathway (Right) CONSULTANT, Demo Pathway Active 15 Oct 2019

Start Date Status Security  
28 Nov 2019 Pathway Active Sealed

Record can be viewed (read only) if a user provides a reason why they need to see the record

Owner  
CONSULTANT, Demo

Users to Have Read Only Access  
Click here to search for a user to add

Users to Have Full Access  
Click here to search for a user to add

Notes

Merge a Pathway Into This Pathway

Save Delete Other Actions

If the duplicate Pathway is owned by another Clinician then a message will be displayed stating that the Pathway is not available for merge. To proceed with the merge in this instance, the ownership of the merging pathway would need to be changed. See Change a Pathway Owner. Once they have the same owner you can proceed. At the point of merging, if the Side is different between the two merging Pathways, the Laterality will display in Red. Check this before you proceed.

Once you are ready to proceed click on 'Merge Into Current Pathway'.

DEMO6, Demo GENDER: Male BORN: 10 Oct 2010 (9y)  
 No Email Address 1 Other Pathways

SERIAL: CR00003124  
 NHS NUMBER: Unknown  
 HOSP: 123456  
 CONSENTS TO CONTACT: Yes  
 CONSENT STATUS: Consent Given

CLINICAL RECORD  
 10 ITEMS (4 OUTSTANDING)

CLINICAL SCORES  
 OUTSTANDING SCORES DUE

PATIENT DETAIL PATHWAY DETAIL

CURRENT PATHWAY: HIP PATHWAY [RIGHT]

The following pathways are available to be merged into the current pathway. Please be aware that this operation cannot be undone.

Start Date	Pathway Owner	Laterality	Status
15 Oct 2019	CONSULTANT, Demo	Right	Pathway Active

View Merge into Current Pathway

Confirm the decision by clicking Yes.

DEMO6, Demo GENDER: Male BORN: 10 Oct 2010 (9y)  
 No Email Address 1 Other Pathways

SERIAL: CR00003124  
 NHS NUMBER: Unknown  
 HOSP: 123456  
 CONSENTS TO CONTACT: Yes  
 CONSENT STATUS: Consent Given

CLINICAL RECORD  
 10 ITEMS (4 OUTSTANDING)

CLINICAL SCORES  
 OUTSTANDING SCORES DUE

PATIENT DETAIL PATHWAY DETAIL

CURRENT PATHWAY: HIP PATHWAY [RIGHT]

The following pathways are available to be merged into the current pathway. Please be aware that this operation cannot be undone.

Start Date	Pathway Owner	Laterality	Status
15 Oct 2019	CONSULTANT, Demo	Right	Pathway Active

View Merge into Current Pathway

Are You Sure?  
 Are you sure you want to merge this pathway into the current pathway?  
 Yes No

The blue box should then say it was Successfully merged and a message will display prompting you to tidy up any overlapping tasks.

DEMO6, Demo GENDER: Male BORN: 10 Oct 2010 (9y)  
 No Email Address 1 Other Pathways

SERIAL: CR00003124  
 NHS NUMBER: Unknown  
 HOSP: 123456  
 CONSENTS TO CONTACT: Yes  
 CONSENT STATUS: Consent Given

CLINICAL RECORD  
 10 ITEMS (4 OUTSTANDING)

CLINICAL SCORES  
 OUTSTANDING SCORES DUE

PATIENT DETAIL PATHWAY DETAIL

CURRENT PATHWAY: HIP PATHWAY [RIGHT]

The following pathways are available to be merged into the current pathway. Please be aware that this operation cannot be undone.

Start Date	Pathway Owner	Laterality	Status
15 Oct 2019	CONSULTANT, Demo	Right	Pathway Active

View Merge into Current Pathway

Successfully merged

Please be sure to tidy up the current pathway to remove any duplicate or overlapping tasks. Items merged into the current pathway are denoted by the icon on the Clinical Record.

If you open up the remaining Pathway you will see all the tasks combined from both pathways. Those from the merging pathway are shown with a merge symbol. You should review these and delete any that are not required.

CLINICAL RECORD  
 18 ITEMS (7 OUTSTANDING)

CLINICAL SCORES  
 OUTSTANDING SCORES DUE

PATIENT DETAIL PATHWAY DETAIL

LIST HISTORY PATIENT PORTAL

HIP PATHWAY [RIGHT] PATHWAY ACTIVE

Clinical Assessments Treatment Complications Outcomes Review and Discharge Ad Hoc Task

Lock All Unlock All

Patient's Initial Tasks (Generated Automatically on Creating Pathway) (6 items)

- 01 Oct 2019 Patient Introduction
- 01 Oct 2019 Baseline VAS Pain
- 01 Oct 2019 Baseline Oxford Score
- 14 Nov 2019 Patient Introduction
- 14 Nov 2019 Baseline VAS Pain