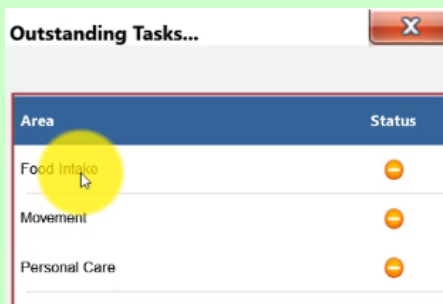# Care Control Academy – CCQ Level 4, Part 2

Entering Care on Care Control Pocket - Part 2:

- ## Food Intake
- ## Movement
- ## Personal Care

To find out what care is required, click on **Action Needed**.

We're now going to have a look at **Food Intake**:

Click on **Food Intake** and this opens up your screen.

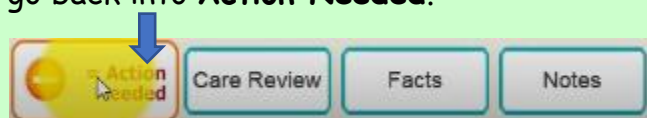If you want to confirm which resident you're looking at you can click on the View tab. Now we're going to select the **Meal Type** – this one is breakfast. Type in the details of the meal that they have had – this one is bacon and eggs. Once you've entered the details, click **OK** and as you can see the meal details are now in the box. To select what they have consumed, click on the drop-down box.
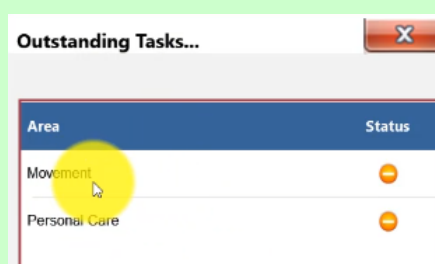
You will now be given a menu to choose from:

- **Offered, not eaten**
- **Small amount eaten**
- **Quarter of meal eaten**
- **Half of the meal eaten**
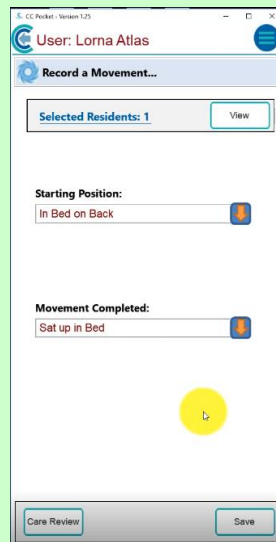- **Three quarters of the meal eaten** or
- **All of the meal eaten**

So, select three quarters of the meal eaten and **Save** the record. Click **Okay** and we can then go back into **Action Needed**.

Once back in **Action Needed** click on:

- **Movement**
- Click on **Starting Position** and this will give you a list of items that you can put into the box
- Select the relevant information and then **Movement Completed**
- Select the end position of the resident – so, how you left them
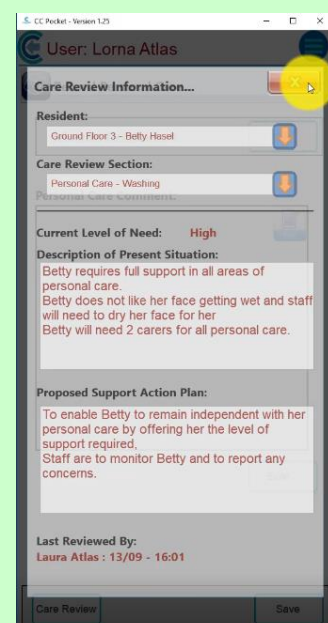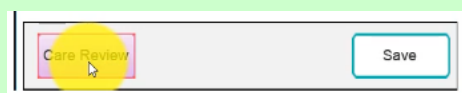- Click **Save**

- Click **OK** and it will take you back into the profile

- Click **Action Needed** and we now have **Personal Care** to enter
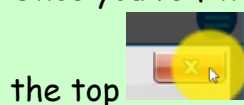

Click on **Personal Care**.

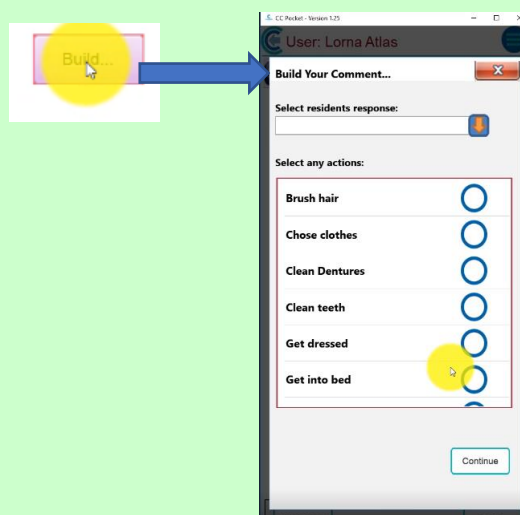On this screen it allows you to enter information manually by clicking on **Edit** -

- If, however, you are unsure of how to provide any of the care, click on **Care Review** and this will open up the relevant area within the latest care review.

- Once you've finished reading the information, click on the red button at the top

- To enter information easily, click on the **Build** button:

- This will give you pre-set information. Choose the relevant statement.

Now you can detail the care that you have provided:

- brushing hair
- choosing clothes
- cleaning dentures etc.

Once you are happy with the information click **Continue**. If you want to personalise the information, click **Edit**. If you'd like to use Speech to Text, click on the mic icon. This will allow you to speak into the Pocket app and enter the information.

Once we're happy with what we've written, click **OK**, click **Save** and click **Okay** again.

Now our orange button has turned to green which means we have nothing outstanding and all the minimum care has been completed for Betty.

Question 1 – If you were unsure about how to provide any aspect of personal care, where could you look?

A – Outstanding Tasks

B – Care Review

C – Record obs.

D –

Question 2 – What happens when you click on the Build button?

A – You get extra medical information about a resident.

B – You get taken back to the Home page.

C – You get empty boxes to fill with relevant information you wish to add.

D – You get a list of pre-set information.