

Quick Reference Guide



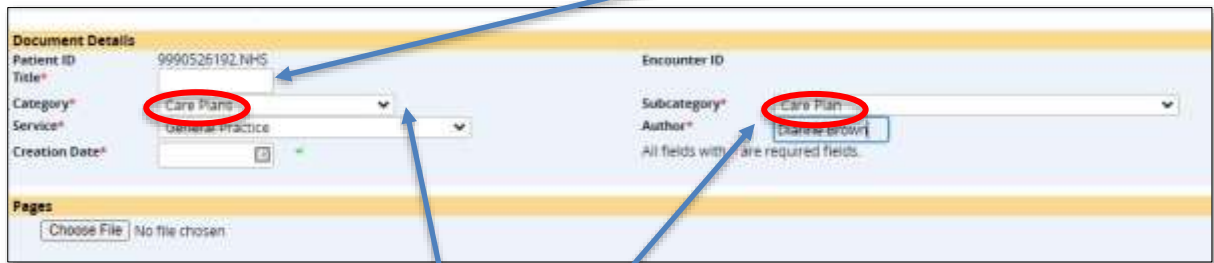
Uploading Care Plans (including ReSPECT)



In the Clinical Document Viewer (CDV Tree), click **'Add New Document'**

On the next screen:

- If you are uploading a ReSPECT form, please type ReSPECT in the title field



For all Care Plans, including ReSPECT, select the following options:

- Category – Set to **'Care Plans'**
- Subcategory – Set to **'Care Plan'**

VERSION CONTROL

Document Title	Document Type	Version	Date	Source
QRG – Uploading Care Plans	Crib Sheet	0.1	25/02/2021	K Guthrie