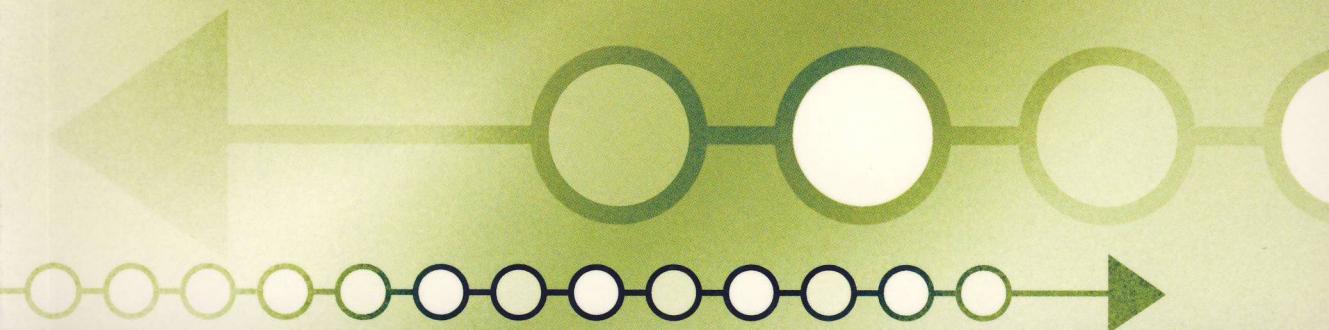


INFORMATICS AND NURSING

Competencies and Applications

THIRD EDITION

Linda Q. Thede
Jeanne P. Sewell



Contents

UNIT I Informatics Basics

1

- 1 Introduction to Nursing Informatics: Managing Healthcare Information 3
- 2 Meet the Computer 21
- 3 Software: Information Management 44
- 4 Understanding Computer Concepts: Common Features 58
- 5 Computers and Networking 77

UNIT II Computers and Your Professional Career

99

- 6 Professional Networking 101
- 7 Word Processing 120
- 8 Presentation Software: Looking Professional in the Spotlight 133
- 9 Spreadsheets: Making Numbers Talk 144
- 10 Databases: Creating Information From Data 160

UNIT III Information Competency 183

- 11 The Internet: One Road to Health and Evidence-Based Practice Information 185
- 12 Finding Knowledge in the Digital Library Haystack 199

- 13 Mobile Computing: Finding Knowledge in the Palm of Your Hand 215

UNIT IV The New Healthcare Paradigm

229

- 14 The Consumer and the Electronic Health Record 231
- 15 The Empowered Consumer 248
- 16 Interoperability at the International and National Level 266
- 17 Nursing Documentation: Is It Valuable? 286

UNIT V Healthcare Informatics 307

307

- 18 The Informatics Discipline 309
- 19 Basic Electronic Healthcare Information Systems 329
- 20 Specialized Electronic Healthcare Information Systems 347
- 21 Electronic Healthcare System Issues 359
- 22 Carrying Healthcare to the Client 376

UNIT VI Computer Uses in Healthcare		
Beyond Clinical		
Informatics		
	389	
23	Educational Informatics: e-Learning	391
24	Administration Tools for Efficiency	409

25	Informatics and Research	423
26	Legal and Ethical Issues	436

Index 447

writers, if	
Mobile Computing: Building a	
Knowledge in the Best	
of Your Hand	
case with	
thank	
Unit 1A The New Healthcare	
Using the Computer	
pastiggle	
ance	
The Consumer and the Electronic	
Health Record	
EMR, MS, MEd	
The Ebeware Consumer	
Matney	
Introducing the	
and Karen	
also to	
a clinical	
Nursing Documentation	
CPHQ, MCQ, CPHQ	
Administrator, and	
analyst, for	
302	
Unit A Healthcare Informatics	
303	
The Informatics Discipline	
Basic Electronic Healthcare	
Information Systems	
Specified Electronic Healthcare	
Information Systems	
Electronic Healthcare Systems	
Issues	
Causing Healthcare Systems	
to the Client	
186	
187	
188	
189	
190	
191	
192	
193	
194	
195	
196	
197	
198	
199	
200	
201	
202	
203	
204	
205	
206	
207	
208	
209	
210	
211	
212	
213	
214	
215	
216	
217	
218	
219	
220	
221	
222	
223	
224	
225	
226	
227	
228	
229	
230	
231	
232	
233	
234	
235	
236	
237	
238	
239	
240	
241	
242	
243	
244	
245	
246	
247	
248	
249	
250	
251	
252	
253	
254	
255	
256	
257	
258	
259	
260	
261	
262	
263	
264	
265	
266	
267	
268	
269	
270	
271	
272	
273	
274	
275	
276	
277	
278	
279	
280	
281	
282	
283	
284	
285	
286	
287	
288	
289	
290	
291	
292	
293	
294	
295	
296	
297	
298	
299	
300	
301	
302	
303	
304	
305	
306	
307	
308	
309	
310	
311	
312	
313	
314	
315	
316	
317	
318	
319	
320	
321	
322	
323	
324	
325	
326	
327	
328	
329	
330	
331	
332	
333	
334	
335	
336	
337	
338	
339	
340	
341	
342	
343	
344	
345	
346	
347	
348	
349	
350	
351	
352	
353	
354	
355	
356	
357	
358	
359	
360	
361	
362	
363	
364	
365	
366	
367	
368	
369	
370	
371	
372	
373	
374	
375	
376	
377	
378	
379	
380	
381	
382	
383	
384	
385	
386	
387	
388	
389	
390	
391	
392	
393	
394	
395	
396	
397	
398	
399	
400	
401	
402	
403	
404	
405	
406	
407	
408	
409	
410	
411	
412	
413	
414	
415	
416	
417	
418	
419	
420	
421	
422	
423	
424	
425	
426	
427	
428	
429	
430	
431	
432	
433	
434	
435	
436	
437	
438	
439	
440	
441	
442	
443	
444	
445	
446	
447	
448	
449	
450	
451	
452	
453	
454	
455	
456	
457	
458	
459	
460	
461	
462	
463	
464	
465	
466	
467	
468	
469	
470	
471	
472	
473	
474	
475	
476	
477	
478	
479	
480	
481	
482	
483	
484	
485	
486	
487	
488	
489	
490	
491	
492	
493	
494	
495	
496	
497	
498	
499	
500	
501	
502	
503	
504	
505	
506	
507	
508	
509	
510	
511	
512	
513	
514	
515	
516	
517	
518	
519	
520	
521	
522	
523	
524	
525	
526	
527	
528	
529	
530	
531	
532	
533	
534	
535	
536	
537	
538	
539	
540	
541	
542	
543	
544	
545	
546	
547	
548	
549	
550	
551	
552	
553	
554	
555	
556	
557	
558	
559	
560	
561	
562	
563	
564	
565	
566	
567	
568	
569	
570	
571	
572	
573	
574	
575	
576	
577	
578	
579	
580	
581	
582	
583	
584	
585	
586	
587	
588	
589	
590	
591	
592	
593	
594	
595	
596	
597	
598	
599	
600	
601	
602	
603	
604	
605	
606	
607	
608	
609	
610	
611	
612	
613	
614	
615	
616	
617	
618	
619	
620	
621	
622	
623	
624	
625	
626	
627	
628	
629	
630	
631	
632	
633	
634	
635	
636	
637	
638	
639	
640	
641	
642	
643	
644	
645	
646	
647	
648	
649	
650	
651	
652	
653	
654	
655	
656	
657	
658	
659	
660	
661	
662	
663	
664	
665	
666	
667	
668	
669	
670	
671	
672	
673	
674	
675	
676	
677	
678	
679	
680	
681	
682	
683	
684	
685	
686	
687	
688	
689	
690	
691	
692	
693	
694	
695	
696	
697	
698	
699	
700	
701	
702	
703	
704	
705	
706	
707	
708	
709	
710	
711	
712	
713	
714	
715	
716	
717	
718	
719	
720	
721	
722	
723	
724	
725	
726	
727	
728	
729	
730	
731	
732	
733	
734	
735	
736	
737	
738	
739	
740	
741	
742	
743	
744	
745	
746	
747	
748	
749	
750	
751	
752	
753	
754	
755	
756	
757	
758	
759	
760	
761	
762	
763	
764	
765	
766	
767	
768	
769	
770	
771	
772	
773	
774	
775	
776	
777	
778	
779	
780	
781	
782	
783	
784	
785	
786	
787	
788	
789	
790	
791	
792	
793	
794	
795	
796	
797	
798	
799	
800	
801	
802	
803	
804	
805	
806	
807	
808	
809	
810	
811	
812	
813	
814	
815	
816	
817	
818	
819	
820	
821	
822	
823	
824	
825	
826	
827	
828	
829	
830	
831	
832	
833	
834	
835	
836	
837	
838	
839	
840	
841	
842	
843	
844	
845	
846	
847	
848	
849	
850	
851	
852	
853	
854	
855	
856	
857	
858	
859	
860	
861	
862	
863	
864	
865	
866	
867	
868	
869	
870	
871	
872	
873	
874	
875	
876	
877	
878	
879	
880	
881	
882	
883	
884	
885	
886	
887	
888	
889	
890	
891	
892	
893	
894	
895	
896	
897	