

Manually Stop the Clock but Leave the Pathway Active

The only situation in which the RTT clock would stop, but the Pathway remain open and active is when a patient is placed on active monitoring (Watchful Wait).

If 1st definitive treatment has taken place, or the patient has declined treatment, or the clinician has said no treatment is required, the Pathway would also close, as there is no further need to monitor RTT.

Normally this would be completed via the outcome of an appointment or elective admission, but it can be done manually if required, for example, following the result of a diagnostic test.

Select the **RTT Pathways Navigation** bar and **Maintain Patient Pathways**

The **Patient RTT Pathways** screen displays

Search for the patient

See the **MPI > Search for a Patient guide** for details

The **Patient RTT Pathways** screen displays:

The screenshot shows the 'Patient RTT Pathways' interface. At the top, there is a search bar and a 'Show Deleted Pathways' checkbox. Below is a table of pathways with columns for Pathway ID, Pathway Name, RTT Status, Last Action, Last Action Date, Last Action User, Low Catg, Breach Date, Weeks To B., Active, Transfer Date, and Has Comment. A legend below the table indicates RTT status by weeks: 1-5 (green), 6-10 (yellow), 11-14 (orange), 15-16 (red), 17-18 (dark red), and 18 (black). The 'RTT Details' tab is selected, showing fields for Pathway Type (RTT Pathway Type Consultant), RTT Initiator (Internal), Provider Code (SCHWT), Original Start Date (16-Apr-2022), Breach Date (21-Aug-2022), Latest Start Date (16-Apr-2022), Breach Date (AGS) (21-Aug-2022), Days Paused After Latest Start (0), Total Days Paused (0), and Active (Yes). A table of activities is also visible, listing Effective Date, Action Date, Type, Activity / End Date, Status, Clinician, and Speciality.

Right-click anywhere on the activities on the **RTT Details** tab

Select **Add non-CDS Action**

The screenshot shows the 'Non-CDS Action' dialog box. It has a dropdown for 'Action' and several date and time fields: Activity Dates (13-May-2022), Action Date (13-May-2022), Effective Date (13-May-2022), and Time (14:29). It also includes fields for Clinician (GREEN, Susannah (Miss)), Speciality (General Surgery), Status, Earliest, and Comment. There are 'View pathway comments', 'Cancel', and 'Save' buttons at the bottom.

Complete the fields

Action: Non CDS Action

Activity Date: defaults to today's date

Action Date: defaults to today's date

Effective Date: Enter the date the decision was made to start active monitoring – this updates the 2 dates above

Status: 31 or 32 Start of active monitoring depending on whether this was the patient's or clinician's decision.

Comment: Add an appropriate **comment**

Click **Save**

The new manual activity is added to the RTT Details

Click the **Save** button on the **RTT Pathways** screen - bottom-right corner

The change to the Pathway is saved. The clock has stopped in the background, but the Pathway remains active.