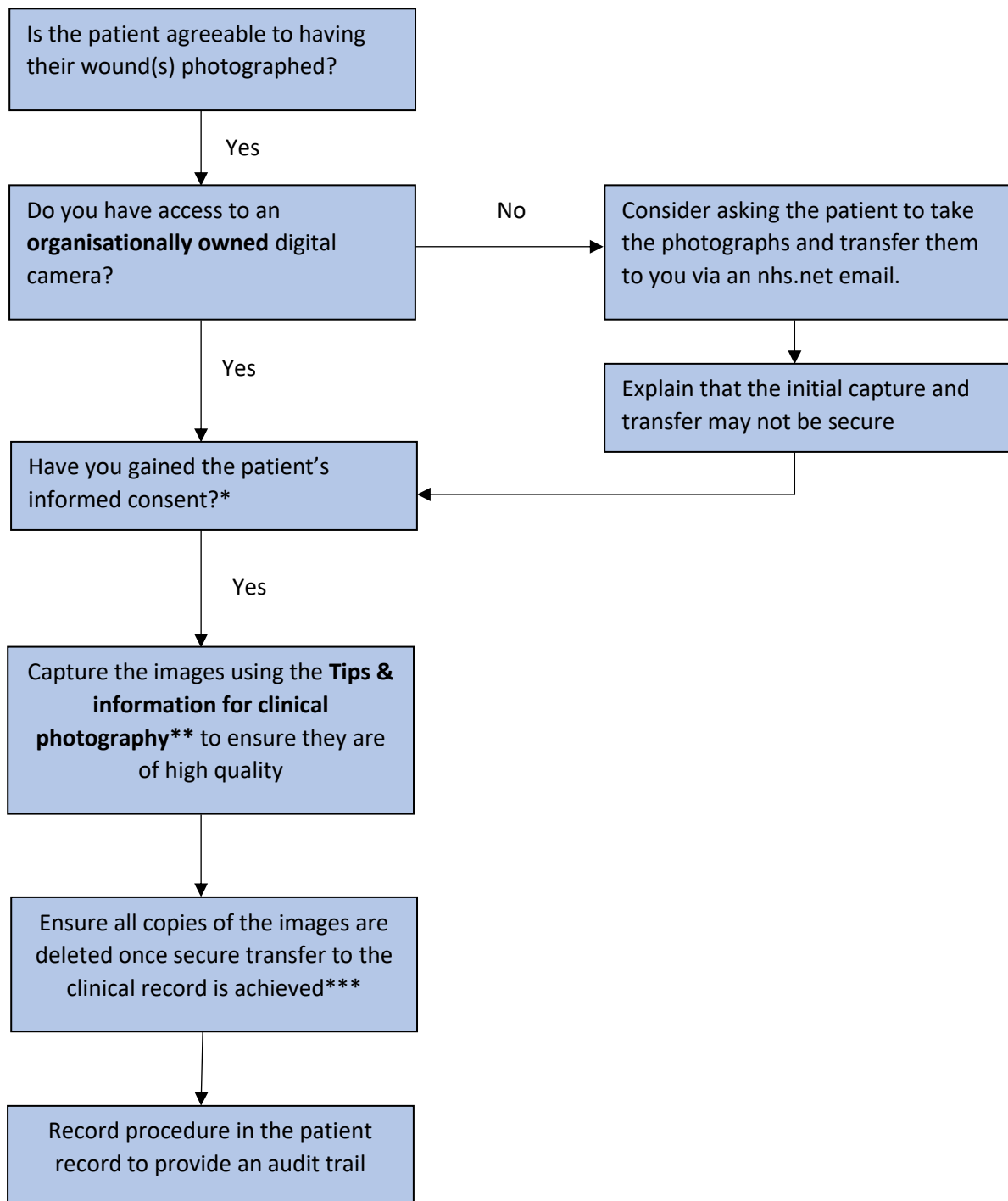


## Wound Photography Process



**\*Script for Verbal consent:**

*I would like to take some photographs of your wound(s) for assessment, treatment and documentation purposes. Your consent provides us with your permission to use these images only for the purposes mentioned. Please be assured that your personal identity will not be recognisable in any images taken. When the image has been uploaded and stored securely within your clinical record, it will be deleted from the camera / email.*

**\*\*See Tips & information for clinical photography**

**\*\*\* See guidance for Attaching Photographs to the S1 or EMIS record**

## Tips and Information for Optimal Quality Photographs

Where photographs are taken in the interests of clinical care they form part of the patient record and are potentially legal documents. Poor quality images cannot support accurate decision-making and may hinder diagnosis and patient care. It is therefore important that every effort is made to achieve optimal quality. The following basic tips can increase the chance of sharp, clear images that are fit for purpose.

Familiarise yourself with the device and the settings you will require before taking photographs of wounds

**DEVICE AGE AND SPECIFICATION** – will determine whether the images captured are of sufficient quality for supporting patient care.

**FLASH** – usually produces a sharper image with higher contrast and better colour consistency but keep your distance – flash used too near the subject will bleach out the image. Moist surfaces - flash may obscure essential detail in the glare from moist surfaces.

**FRAMING** – place the patient in a comfortable position to expose the wound for the picture.

Remove any clutter and place a blue (preferred option) or white drape / paper towel in the background of the wound.

Take a selection of images – a close up using the zoom to document detail; a midway shot of the wound to assess the status of the skin surrounding the wound and possibly a distant shot (showing the entire extremity).

If taking photographs of the same wound at different times, review previous images and if they are of satisfactory quality:

- Have the wound in the same relative position, distance and angle from the camera
- Use the same camera and camera settings whenever possible
- Use equivalent light source whenever possible

Whenever possible avoid including the patient's face or identifying characteristics (e.g. tattoos or birthmarks) to protect patient confidentiality

**FOCUS** – allow time for the camera to engage its auto-focus facility. Use close up settings if necessary

**SCALE** – write patient initials, date and body part (e.g. right arm) to be photographed on disposable measuring tape. Include the measuring tape in the photograph so that images can be repeated and more accurately compared

**SELECTION** – retain images that are clinically relevant and make patients aware that suboptimal images will be deleted. Ensure all images are deleted from the device once secure transfer to the clinical record is achieved.

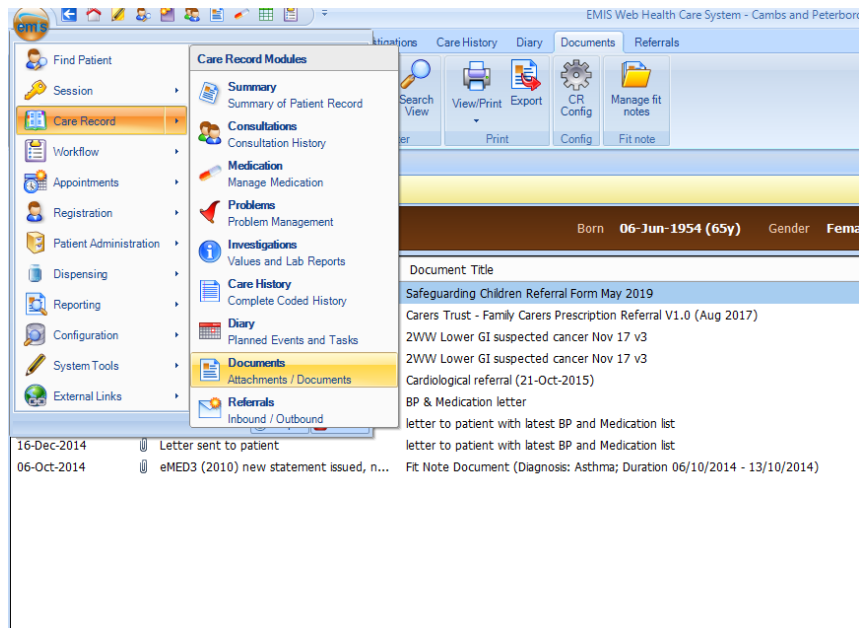
## Attaching Photographs in EMIS Web

Photos can be saved into EMIS on the Documents screen.

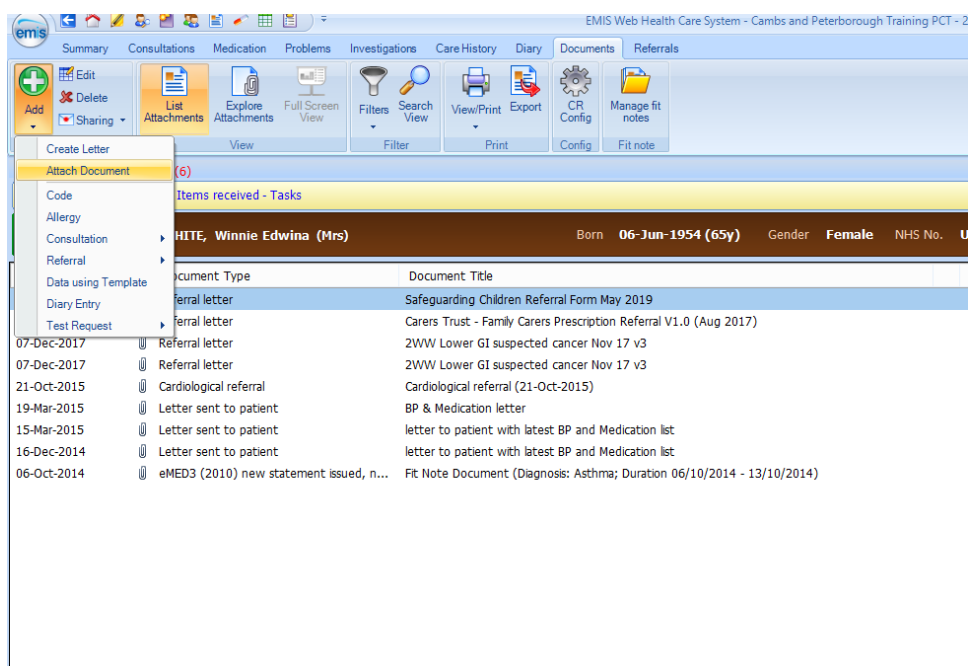
Save the photo into a folder on the PC.

In EMIS:

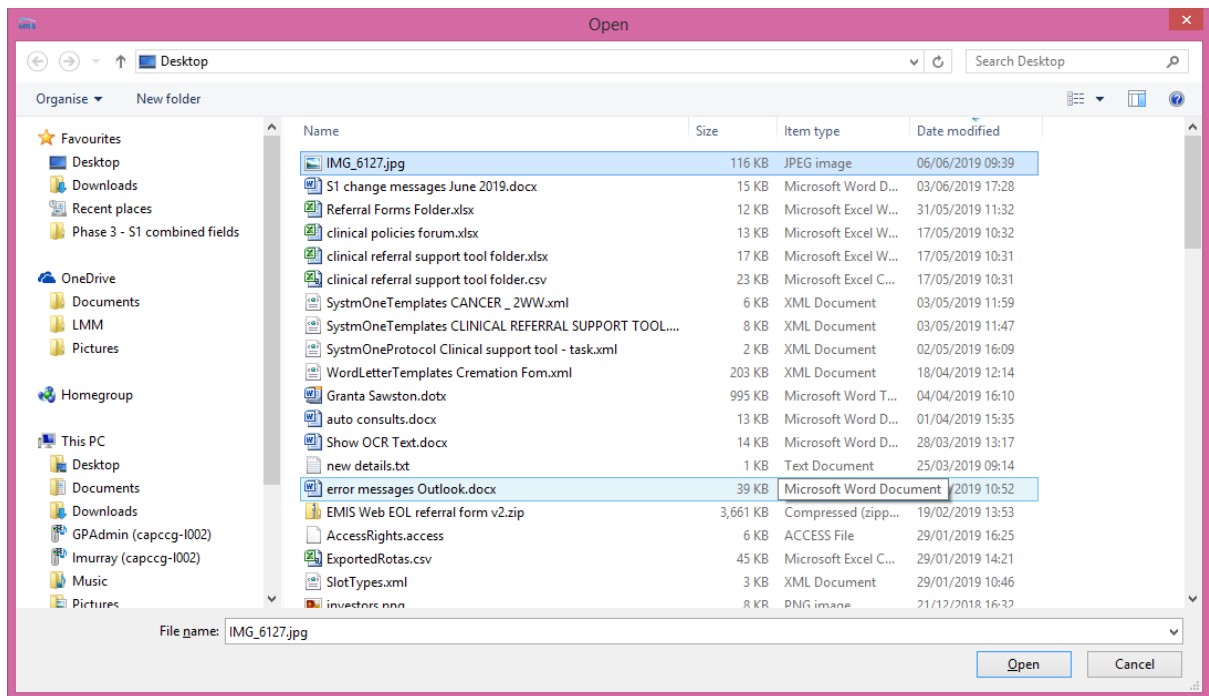
1. Open the patient record
2. Go to Care Record > Documents



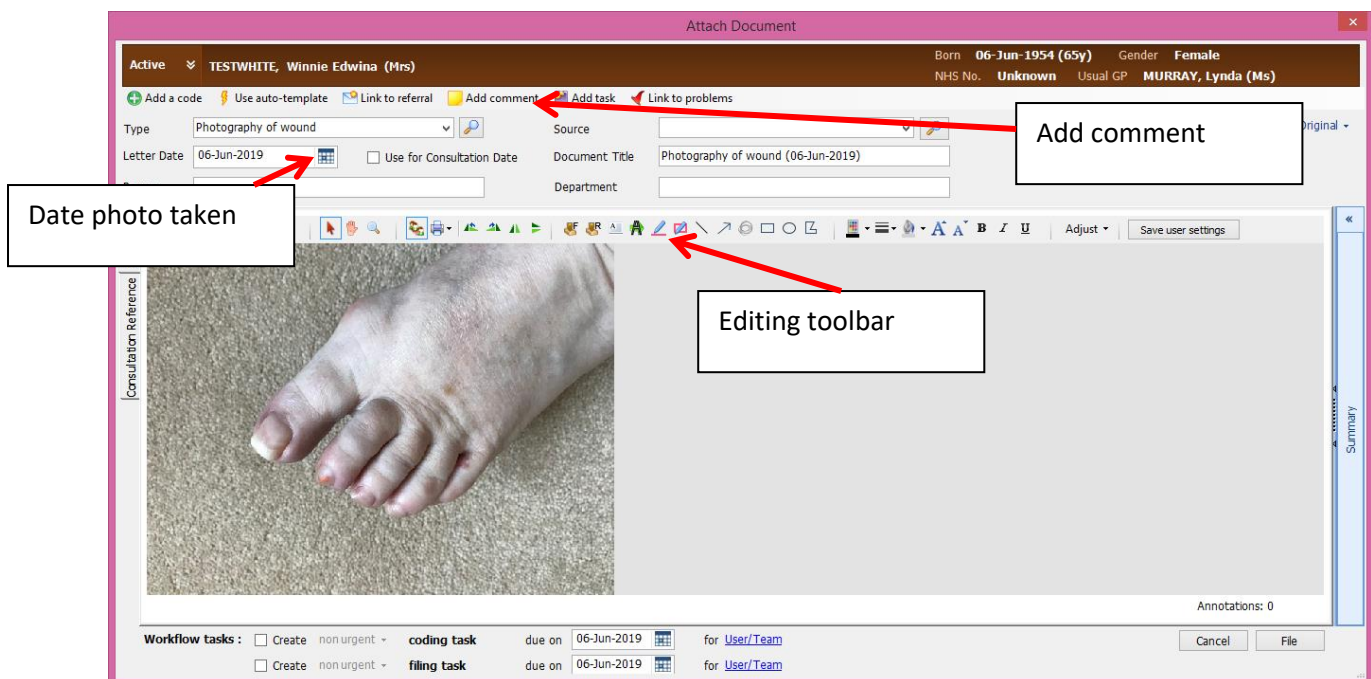
3. Click the Add button on Ribbon
4. Click Attach Document



5. Navigate to where the photo is stored on your computer



6. Click the Open button

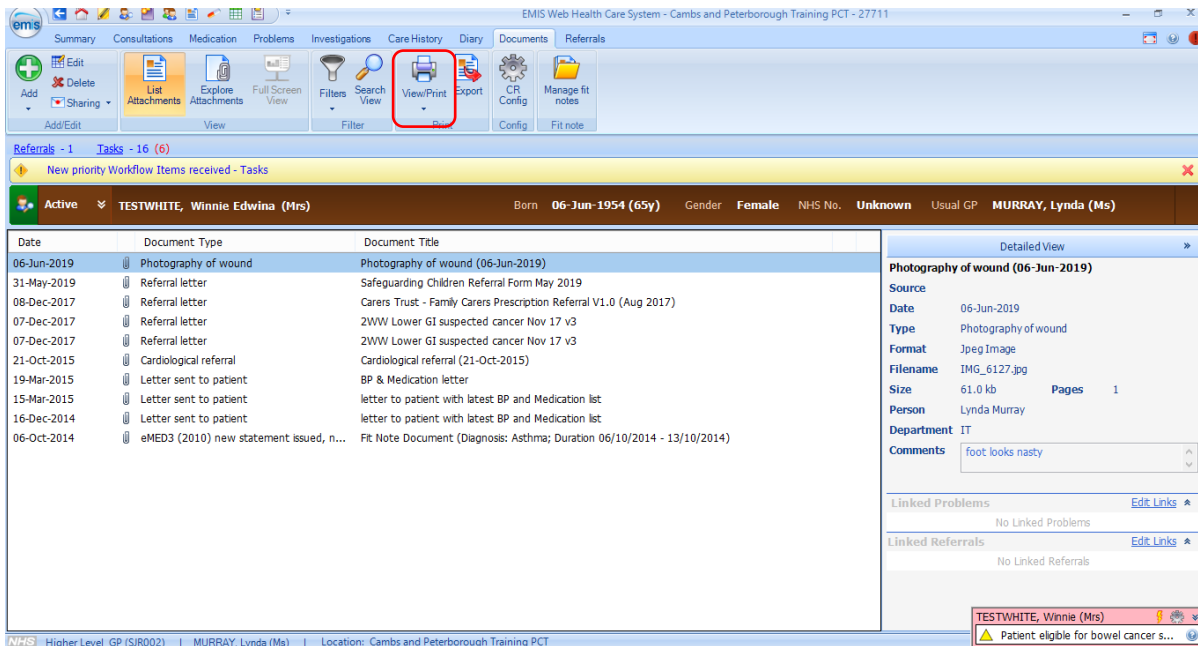


7. Click the Add Comment button to add any comments. These appear in the Consultation screen as well as the Documents screen
8. Select the Type. Click arrow to pick from a previous list or click magnifying glass to select a new code. (Photograph of Wound)
9. In Letter Date field, enter date photograph was taken
10. Use the editing toolbar to adjust the image if required
11. Click File button to add to record

## Viewing photos in EMIS

To view saved photos in the EMIS Documents screen

1. Open patient record
2. Click on the Documents ribbon
3. All saved documents appear in the list
4. Click the photo to select
5. Details appear on right hand panel, including any comments



EMIS Web Health Care System - Cambs and Peterborough Training PCT - 27711

Summary Consultations Medication Problems Investigations Care History Diary Documents Referrals

View/Print

Referrals - 1 Tasks - 16 (6)

New priority Workflow Items received - Tasks

Active TESTWHITE, Winnie Edwina (Mrs) Born 06-Jun-1954 (65y) Gender Female NHS No. Unknown Usual GP MURRAY, Lynda (Ms)

Date	Document Type	Document Title
06-Jun-2019	Photography of wound	Photography of wound (06-Jun-2019)
31-May-2019	Referral letter	Safeguarding Children Referral Form May 2019
08-Dec-2017	Referral letter	Carers Trust - Family Carers Prescription Referral V1.0 (Aug 2017)
07-Dec-2017	Referral letter	2WW Lower GI suspected cancer Nov 17 v3
07-Dec-2017	Referral letter	2WW Lower GI suspected cancer Nov 17 v3
21-Oct-2015	Cardiological referral	Cardiological referral (21-Oct-2015)
19-Mar-2015	Letter sent to patient	BP & Medication letter
15-Mar-2015	Letter sent to patient	letter to patient with latest BP and Medication list
16-Dec-2014	Letter sent to patient	letter to patient with latest BP and Medication list
06-Oct-2014	eMED3 (2010) new statement issued, n...	Fit Note Document (Diagnosis: Asthma; Duration 06/10/2014 - 13/10/2014)

Photography of wound (06-Jun-2019)

Source

Date 06-Jun-2019

Type Photography of wound

Format Jpeg Image

Filename IMG\_6127.jpg

Size 61.0 kb Pages 1

Person Lynda Murray

Department IT

Comments foot looks nasty

Linked Problems No Linked Problems

Linked Referrals No Linked Referrals

TESTWHITE, Winnie (Mrs)

Patient eligible for bowel cancer s...

8. Click View/Print button on the ribbon
9. Click View/Print items
10. The image will open on the screen
11. Use the editing toolbar to increase or decrease size

Once you are confident the photo is successfully saved into EMIS, delete the original photo from the PC folder.