**142565: US024.01\_Reports express duration of time in hours and minutes.**



State:Draft

Originator:PII (Technatomy) Owner:Unassigned Type:Manual

Test Data:Unassigned

Description: Reports express duration of time in hours and minutes.

# Summary

**Categories**

Function: Unassigned

Test Phase: Developer Test

# Formal Review

General Comments

**Manual Steps**

**Step 1**

**Execution Step**

Description

Log in to the BMS application.

Expected Results

Login successful and the user is logged in to the BMS application. Comments

Validates

Attachments

**Step 2**

**Execution Step**

Description

Click on the 'BMS Home' hyperlink visible at the footer of the page.

Expected Results

'BMS Home' page is displayed. Comments

Validates

Attachments

**Step 3**

**Execution Step**

Description

Click on the 'Reports' button visible on the top center of the page.

Expected Results

'Reports' page is displayed. Comments

Validates Attachments

**Step 4**

**Execution Step**

Description

Select a value from the drop down list for 'Select Ward Group' ,'Bed Status' fields and click on the 'Submit' button visible in '**Ward Occupancy'** row

Expected Results

'Ward Bed Tracking' page is displayed with the heading 'Ward Status For: <Select Ward Name>- Last Update: <Date> at <Time> (Time Zone) Comments

Validates

Attachments

**Step 5**

**Execution Step**

Description

Verify if the time is displayed in 'HH:MM' format.

Expected Results

The time is displayed in the HH:MM format. Comments

Validates

Attachments

**Step 6**

**Execution Step**

Description

Click on the browser back arrow button.

Expected Results

'Reports' page is displayed. Comments

Validates

Attachments

**Step 7**

**Execution Step**

Description

Select a value from the drop down list for 'Select Type Group' and select 'Report' from the 'Select View' drop down fields and click on the 'Submit' button visible in '**Bed Groupings'** row

Expected Results

'Bed Specialty Report' is displayed with 'Report Date:<Date> <Time>' Comments

Validates

Attachments

**Step 8**

**Execution Step**

Description

Verify if the time is displayed in 'HH:MM' format.

Expected Results

The time is displayed in the HH:MM format. Comments

Validates

Attachments

**Step 9**

**Execution Step**

Description

Click on the 'Return to Report Menu' hyperlink visible at the upper left corner of the page.

Expected Results

'Reports' page is displayed. Comments

Validates

Attachments

**Step 10**

**Execution Step**

Description

Select a value from the drop down list for 'Select Type Group' and select 'Roster' from the 'Select View' drop down fields and click on the 'Submit' button visible in '**Bed Groupings'** row

Expected Results

'Bed Roster -< > Specialties' page is displayed with 'Report Date:<Date> <Time>'

Comments

Validates

Attachments

**Step 11**

**Execution Step**

Description

Verify if the time is displayed in 'HH:MM' format.

Expected Results

The time is displayed in the HH:MM format. Comments

Validates

Attachments

**Step 12**

**Execution Step**

Description

Click on the 'Return to Report Menu' hyperlink visible at the upper left corner of the page.

Expected Results

'Reports' page is displayed. Comments

Validates

Attachments

**Step 13**

**Execution Step**

Description

Select a value from the drop down list for 'Next' field and click on the 'Submit' button visible in '**'Scheduled Admissions'** row

Expected Results

Scheduled Admissions Report' is displayed with heading as 'Next <#>days from<Date>to <Date>' and 'Report Date:<Date> <Time>'. Comments

Validates

Attachments

**Step 14**

**Execution Step**

Description

Verify if the time is displayed in 'HH:MM' format.

Expected Results

The time is displayed in the HH:MM format. Comments

Validates Attachments

**Step 15**

**Execution Step**

Description

Click on the 'Return to Report Menu' hyperlink visible at the upper left corner of the page.

Expected Results

'Reports' page is displayed. Comments

Validates

Attachments

**Step 16**

**Execution Step**

Description

Select a value from the drop down list for 'Quick Date' and 'Transaction Bed' fields and click on the 'Submit' button visible in '**Patient Movement'** row.

Expected Results

'Patient Movements Report' is displayed with 'RAN:<Date> <Time>' Comments

Validates

Attachments

**Step 17**

**Execution Step**

Description

Verify if the time is displayed in 'HH:MM' format.

Expected Results

The time is displayed in the HH:MM format. Comments

Validates

Attachments

**Step 18**

**Execution Step**

Description

Click on the 'Return to Report Menu' hyperlink visible at the upper left corner of the page.

Expected Results

'Reports' page is displayed. Comments

Validates Attachments

**Step 19**

**Execution Step**

Description

Select 'Bed Summary Report' from the 'Select Report' drop down list and click on the 'Submit' button visible in '**'Other Reports'** row.

Expected Results

'Bed Occupancy Summary Report' is displayed with 'Report Date:<Date> <Time>'. Comments

Validates

Attachments

**Step 20**

**Execution Step**

Description

Verify if the time is displayed in 'HH:MM' format.

Expected Results

The time is displayed in the HH:MM format. Comments

Validates

Attachments

**Step 21**

**Execution Step**

Description

Click on the 'Return to Report Menu' hyperlink visible at the upper left corner of the page.

Expected Results

'Reports' page is displayed. Comments

Validates

Attachments

**Step 22**

**Execution Step**

Description

Select 'Bed Switch Report' from the 'Select Report' drop down list and click on the 'Submit' button visible in '**'Other Reports'** row.

Expected Results

'Bed Occupancy Summary Report' is displayed. Comments

Validates

Attachments

**Step 23**

**Execution Step**

Description

Enter ( or select from the calendar icon) the date and time in 'Start Date' , 'End Date' fields, select a value from the 'Ward' drop down field and click on the 'View Report' button.

Expected Results

'Bed Switch Report' for the entered start and end dates is displayed. Comments

Validates

Attachments

**Step 24**

**Execution Step**

Description

Verify if the time is displayed in the 'Entered D/T' field is displayed in 'HH:MM' format.

Expected Results

The time in the 'Entered D/T' field is displayed in the HH:MM format. Comments

Validates

Attachments

**Step 25**

**Execution Step**

Description

Click on the 'Return to Report Menu' hyperlink visible at the upper left corner of the page.

Expected Results

'Reports' page is displayed.

Comments

Validates

Attachments

**Step 26**

**Execution Step**

Description

Select 'Bed Turnaround Report' from the 'Select Report' drop down list and click on the 'Submit' button visible in '**'Other Reports'** row.

Expected Results

'Bed Turnaround Time Report' is displayed with heading 'EMS Bed Status (Default Next 8-Hours), Last Update:<Date>at<Time>. Comments

Validates

Attachments

**Step 27**

**Execution Step**

Description

Verify if the time is displayed in 'HH:MM' format.

Expected Results

The time is displayed in the HH:MM format. Comments

Validates

Attachments

**Step 28**

**Execution Step**

Description

Click on the 'Return to Report Menu' hyperlink visible at the upper left corner of the page.

Expected Results

'Reports' page is displayed. Comments

Validates

Attachments

**Step 29**

**Execution Step**

Description

Select 'EMS Bed Status Report(Admin) ' from the 'Select Report' drop down list and click on the 'Submit' button visible in '**'Other Reports'** row.

Expected Results

'EMS Bed Status' Report is displayed with heading '<Facility> - EMS Bed Status (Last Update: <Date> at <Time> Time Zone)' Comments

Validates Attachments

**Step 30**

**Execution Step**

Description

Verify if the time is displayed in 'HH:MM' format. Expected Results

The time is displayed in the HH:MM format. Comments

Validates

Attachments

**Step 31**

**Execution Step**

Description

Click on the 'Return to Previous Page' hyperlink visible at the upper left corner of the page.

Expected Results

'Reports' page is displayed. Comments

Validates

Attachments

**Step 32**

**Execution Step**

Description

Select 'Beds Out of Service Report(By Date) ' from the 'Select Report' drop down list and click on the 'Submit' button visible in '**'Other Reports'** row.

Expected Results

'Historical Beds Out of Service Report By Date - <Facility Name>' is displayed. Comments

Validates

Attachments

**Step 33**

**Execution Step**

Description

Enter ( or select from the calendar icon) the date and time in 'Start Date' , 'End Date' fields, select a values from the 'Ward' and 'Type' drop down field and click on the 'View Report' button.

Expected Results

'Historical Beds Out of Service Report By Date - <Facility Name>' for the entered start and end dates is displayed. Comments

Validates Attachments

**Step 34**

**Execution Step**

Description

Verify if the time returned in 'Date Time Data Entered' and 'Exp. Date Time Back in Service' fields is displayed in 'HH:MM' format.

Expected Results

The time in 'Date Time Data Entered' and 'Exp. Date Time Back in Service' fields is displayed in 'HH:MM' format. Comments

Validates

Attachments

**Step 35**

**Execution Step**

Description

Click on the 'Return to Report Menu' hyperlink visible at the upper left corner of the page.

Expected Results

'Reports' page is displayed. Comments

Validates

Attachments

**Step 36**

**Execution Step**

Description

Select 'Beds Out of Service Report(All) ' from the 'Select Report' drop down list and click on the 'Submit' button visible in '**'Other Reports'** row.

Expected Results

'ALL Current Beds Out of Service Report' is displayed. Comments

Validates

Attachments

**Step 37**

**Execution Step**

Description

Verify if the time returned in 'Date Time Data Entered' , 'Date Time Data Edited' and 'Exp. Date Time Back in Service' fields is displayed in 'HH:MM' format.

Expected Results

The time in 'Date Time Data Entered' , 'Date Time Data Edited' and 'Exp. Date Time Back in Service' fields is displayed in 'HH:MM' format. Comments

Validates

Attachments

**Step 38**

**Execution Step**

Description

Click on the 'Return to Report Menu' hyperlink visible at the upper left corner of the page.

Expected Results

'Reports' page is displayed. Comments

Validates

Attachments

**Step 39**

**Execution Step**

Description

Select 'Scheduled Admissions By Date' from the 'Select Report' drop down list and click on the 'Submit' button visible in '**'Other Reports'** row.

Expected Results

'Scheduled Admissions Report by Date Range (<Facility Name>)' is displayed with heading: 'Scheduled Admissions for <Today's date> thru <Today's date> <Time>

Report Date: <Date> <Time> ' Comments

Validates

Attachments

**Step 40**

**Execution Step**

Description

Verify if the time in the <Time> fields is displayed in 'HH:MM' format.

Expected Results

The time in the <Time> fields is displayed in the HH:MM format. Comments

Validates Attachments

**Step 41**

**Execution Step**

Description

Click on the 'Return to Report Menu' hyperlink visible at the upper left corner of the page.

Expected Results

'Reports' page is displayed. Comments

Validates

Attachments

**Step 42**

**Execution Step**

Description

Select 'Active Admission Orders Report' from the 'Select Report' drop down list and click on the 'Submit' button visible in '**'Other Reports'** row.

Expected Results

'Active Admission Orders Report - <Facility Name>' is displayed. Comments

Validates

Attachments

**Step 43**

**Execution Step**

Description

Enter ( or select from the calendar icon) the date and time in 'Start Date' , 'End Date' fields,and click on the 'View Report' button.

Expected Results

'Active Admission Orders Report - <Facility Name>' for the entered start and end dates is displayed. Comments

Validates

Attachments

**Step 44**

**Execution Step**

Description

Verify if the time returned in 'D/T Ordered', 'D/T Signed' and 'D/T Released' fields is displayed in 'HH:MM' format.

Expected Results

The time in 'D/T Ordered', 'D/T Signed' and 'D/T Released' fields is displayed in 'HH:MM' format. Comments

Validates Attachments

**Step 45**

**Execution Step**

Description

Click on the 'Return to Report Menu' hyperlink visible at the upper left corner of the page.

Expected Results

'Reports' page is displayed. Comments

Validates

Attachments

**Step 46**

**Execution Step**

Description

Select 'Patients Movement By Date' from the 'Select Report' drop down list and click on the 'Submit' button visible in '**'Other Reports'** row.

Expected Results

'Patient Movement Report by Date Range - <Facility Name>' is displayed. Comments

Validates

Attachments

**Step 47**

**Execution Step**

Description

Enter ( or select from the calendar icon) the date and time in 'Start Date' , 'End Date' fields, select a values from the 'Ward' and 'Trans' drop down field and click on the 'View Report' button.

Expected Results

'Patient Movements - <Selected Ward>' for the entered start and end dates is displayed. RAN:<Date><Time> is displayed under the heading.

Comments Validates

Attachments

**Step 48**

**Execution Step**

Description

Verify if the time returned in 'RAN:<Date><Time> ', 'PM Record D/T', 'Entered D/T' and 'Diff' fields is displayed in 'HH:MM' format.

Expected Results

The time in 'RAN:<Date><Time> ', 'PM Record D/T', 'Entered D/T' and 'Diff' fields is displayed in 'HH:MM' format. Comments

Validates

Attachments

**Step 49**

**Execution Step**

Description

Verify if the time returned in 'Average Diff' field visible under the report heading is displayed in 'HH:MM' format.

Expected Results

The time in ''Average Diff' field is displayed in 'HH:MM' format. Comments

Validates

Attachments

**Step 50**

**Execution Step**

Description

Click on the 'Return to Report Menu' hyperlink visible at the upper left corner of the page.

Expected Results

'Reports' page is displayed. Comments

Validates

Attachments

**Step 51**

**Execution Step**

Description

Select 'Patients w Discharge Appointments' from 'Select Report' drop down list and click on the 'Submit' button visible in '**'Other Reports'** row.

Expected Results

'Inpatients with Future Discharge Appointments ' Report is displayed.

Comments

Validates Attachments

**Step 52**

**Execution Step**

Description

Enter ( or select from the calendar icon) the date and time in 'Start Date' , 'End Date' fields, select a value from the 'Ward' drop down field and click on the 'View Report' button.

Expected Results

'Discharge Appointment Report' for the entered start and end dates is displayed. Comments

Validates

Attachments

**Step 53**

**Execution Step**

Description

Verify if the time returned in 'Appointment D/T', 'P/M Record D/T' and 'Order Signed D/T' fields is displayed in 'HH:MM' format.

Expected Results

The time in 'Appointment D/T', 'P/M Record D/T' and 'Order Signed D/T' fields is displayed in 'HH:MM' format. Comments

Validates

Attachments

**Step 54**

**Execution Step**

Description

Click on the 'Return to Report Menu' hyperlink visible at the upper left corner of the page.

Expected Results

'Reports' page is displayed. Comments

Validates

Attachments

**Step 55**

**Execution Step**

Description

Select 'Antic Discharge Orders Report' from 'Select Report' drop down list and click on the 'Submit' button visible in '**'Other Reports'** row.

Expected Results

'Patients With Anticipated Discharge Orders - <Facility Name>' Report is displayed. Comments

Validates Attachments

**Step 56**

**Execution Step**

Description

Enter ( or select from the calendar icon) the date and time in 'Start Date' , 'End Date' fields, select a value from the 'Ward' drop down field and click on the 'View Report' button.

Expected Results

'Patients With Anticipated Discharge Orders - <Facility Name>' Report' for the entered start and end dates is displayed. Comments

Validates

Attachments

**Step 57**

**Execution Step**

Description

Verify if the time returned in 'D/T Ordered' field is displayed in 'HH:MM' format.

Expected Results

The time in 'D/T Ordered' field is displayed in 'HH:MM' format. Comments

Validates

Attachments

**Step 58**

**Execution Step**

Description

Click on the 'Return to Report Menu' hyperlink visible at the upper left corner of the page.

Expected Results

'Reports' page is displayed. Comments

Validates

Attachments

**Step 59**

**Execution Step**

Description

Select 'Active Discharge Orders Report' from 'Select Report' drop down list and click on the 'Submit' button visible in '**'Other Reports'** row.

Expected Results

'Active Discharge Orders Report - <Facility Name>' is displayed. Comments

Validates

Attachments

**Step 60**

**Execution Step**

Description

Enter ( or select from the calendar icon) the date and time in 'Start Date' , 'End Date' fields, select a value from the 'Ward' drop down field and click on the 'View Report' button.

Expected Results

'Acctive Discharge Orders - <Facility Name>' Report' for the entered start and end dates is displayed. Comments

Validates

Attachments

**Step 61**

**Execution Step**

Description

Verify if the time returned in 'D/T Ordered' , 'D/T Signed' and 'D/T Released' fields is displayed in 'HH:MM' format.

Expected Results

The time in 'D/T Ordered' , 'D/T Signed' and 'D/T Released' fields is displayed in 'HH:MM' format. Comments

Validates

Attachments

**Step 62**

**Execution Step**

Description

Click on the 'Return to Report Menu' hyperlink visible at the upper left corner of the page.

Expected Results

'Reports' page is displayed.

Comments

Validates Attachments

**Step 63**

**Execution Step**

Description

Select ' Discharge In Progress' from 'Select Report' drop down list and click on the 'Submit' button visible in '**'Other Reports'** row.

Expected Results

'Discharges in Progress Report - <Facility Name>' is displayed. Comments

Validates

Attachments

**Step 64**

**Execution Step**

Description

Enter ( or select from the calendar icon) the date and time in 'Start Date' , 'End Date' fields, select a value from the 'Ward' drop down field and click on the 'View Report' button.

Expected Results

'Discharge In Progress Report- <Facility Name>' Report' for the entered start and end dates is displayed. Comments

Validates

Attachments

**Step 65**

**Execution Step**

Description

Verify if the time returned in 'D/T Ordered' , 'D/T Signed' , 'D/T Discharged' ,'D/T Entered' and 'Diff' fields is displayed in 'HH:MM' format.

Expected Results

The time in 'D/T Ordered' , 'D/T Signed' , 'D/T Discharged' ,'D/T Entered' and 'Diff' fields is displayed in 'HH:MM' format. Comments

Validates

Attachments

**Step 66**

**Execution Step**

Description

Click on the 'Return to Report Menu' hyperlink visible at the upper left corner of the page.

Expected Results

'Reports' page is displayed. Comments

Validates Attachments

**Step 67**

**Execution Step**

Description

Select ' Discharge Order Difference Report 'from 'Select Report' drop down list and click on the 'Submit' button visible in '**'Other Reports'** row.

Expected Results

'Discharge Order Diff Report Report - <Facility Name>' is displayed. Comments

Validates

Attachments

**Step 68**

**Execution Step**

Description

Enter ( or select from the calendar icon) the date in 'Start Date' , 'End Date' fields, select a value from the 'Ward' drop down field and click on the 'View Report' button.

Expected Results

'Discharge Order Diff Report - <Facility Name>' Report' for the entered start and end dates is displayed. Comments

Validates

Attachments

**Step 69**

**Execution Step**

Description

Verify if the time returned in 'D/T Ordered' , 'D/T Signed' , 'PM Record D/T' and 'D/T Released' fields is displayed in 'HH:MM' format.

Expected Results

The time in 'D/T Ordered' , 'D/T Signed' , 'PM Record D/T' and 'D/T Released' fields is displayed in 'HH:MM' format. Comments

Validates

Attachments

**Step 70**

**Execution Step**

Description

Click on the 'Return to Report Menu' hyperlink visible at the upper left corner of the page.

Expected Results

'Reports' page is displayed. Comments

Validates

Attachments

**Associated E-Signatures**

**Signed Action Signer Comment Additional Information**