

Appendix 3 – Learning needs map to GPG

Learning needs	Relevant chapters of GPG	Paragraphs in GPG
How to use the technology		7.2
Keyboard skills		3.4.1
Using office programmes		6.1 6.2 6.3 6.4 6.5
Using the clinical system		2.4 4.6 to 4.19
Conforming with local practice		4.5 4.6.7 4.18 4.19
How to get help if the system fails		3.10 4.20
Data, information and meaning		7.3
How to use coded and free text entry appropriately	Patient records systems (2) Migration towards paperless practice (4)	2.4 4.6 4.7 4.8 4.9 4.10 4.11 4.12 4.13 4.14 4.15 4.16 4.17
Understanding how context affects the interpretation of data	Migration towards paperless practice (4) Data transfer (5) & appendix 2	4.6 4.7 4.12 4.13.4.14.4.15 4.16 5.1.3 5.1.4 5.2 5.3
How to apply that understanding when receiving or sending messages	Data transfer (5) & appendix 2	5.1.3 5.1.4 5.2 5.3
Awareness of the purposes to which a particular entry may be put	Patient records systems (2) Migration towards paperless practice (4)	2.1 2.2 2.3 2.4 4.4 to 4.17
Understanding the issues of information governance	Information governance (3) Electronic documents (6)	3.1 to 3.10 6.1 6.2 6.3
Understanding the importance of consistency and accuracy in data entry	Migration towards paperless practice (4)	4.3 4.4 4.5 4.18 4.19
Conforming with local practice	Migration towards paperless practice (4)	4.5 4.6.7 4.18 4.19
Integrating electronic and interpersonal communication of information		7.4
Awareness of how computer use affects the consultation		2.4 7.4
How to use communication skills to relate to the patient while using the computer		7.4
How to facilitate shared reading from the computer screen		7.4

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How to incorporate outside knowledge (from the computer) into the consultation; learning, teaching, facilitating.	2.1 7.4
How to share information and decision making	2.3 7.4