

### Opening an LNPS Session

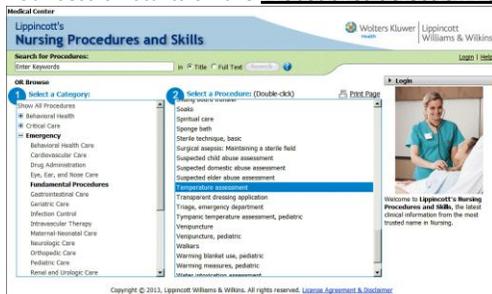
- Open the RGUHS website at [www.rguhs.ac.in](http://www.rguhs.ac.in)
- Click on Digital Library
- Select LWW or LNPS

## LNPS (Lippincott's Nursing Procedure and Skills)

### Overview

Lippincott's Nursing Procedures and Skills provide detailed descriptions of procedures in a program that allows users to identify the procedure they need quickly and easily. Nurses can scroll through an alphabetical list, browse by nursing category or subcategory, or perform a search to identify a particular procedure.

Your session starts on the **Procedures Selection Page**.



### Searching

To search for a procedure, checklist, or quick list follow these steps.

1. Type a keyword or phrase into the search box.
2. Select a search option.
  - Title: search for the full word or part of a word in the title.
  - Full Text: search for a keyword or phrase that could appear anywhere in the text.
3. Click the Search button

### Working with Procedures

You can choose one of several tasks related to the procedure.

- a) Read the full procedure.
- b) Select and view skills checklists.
- c) Select and view the videos.
- d) Select and view the images.
- e) Select and view the quick lists.

### Skills Checklists

To view a procedure's skills checklists, select the Skills Checklists tab. Skills checklists contain steps of the procedure in the order in which they should be performed.

1. You can print a skills checklist with a date or can leave the date blank. The default option is to print without the date. If you want to print with a date, select the date by clicking the calendar icon.
2. Select an Examinee from the Select an Examinee drop-down list.
3. Select an Evaluator from the Select an Evaluator drop-down list.
4. Click the Print button.

### Videos

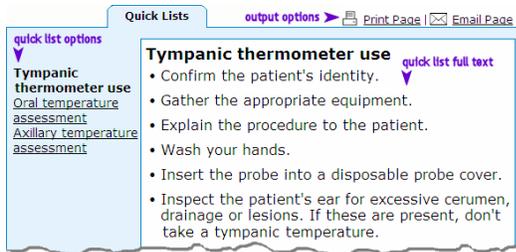
To view a procedure's video resources, click the Videos tab. LNPS display your choice in the right window. Click the Play Now link.

## Images

To view art and photographs that illustrate procedure skills, click the Images tab. LNPS displays image captions and thumbnails in the left column. Click the caption of the image you want to see, and LNPS displays the full-sized image and its caption in the right window.

## Quick Lists

When you need to review the steps of a procedure quickly, a quick list provides a helpful overview. To view a procedure's quick list, click the Quick Lists tab. Lippincott's Nursing Procedures and Skills displays associated quick list names in the left column. A procedure may have more than one quick list associated with it.



Click on a quick list name and Lippincott's Nursing Procedures and Skills displays its full text in the right window.

## Administration Tools

With LNPS Administration Tools, you can view, update, and maintain:

- User information
- User location information (Note: You must contact Wolters Kluwer Health–Lippincott Williams & Wilkins Customer Support to have User Locations enabled.)
- Custom categories
- Custom procedures, skills checklists, quick lists, tests, and notes
- Skills checklist records
- Test records
- Facility information
- Update information
- Community information

### Administration Tools



## Content Management

- Create custom procedures, checklists, quick lists, procedure tests, and notes, images and videos.
- Edit or delete existing standard or custom procedures, checklists, quick lists, procedure tests, and notes.
- Reinstate the original text of standard procedures, checklists, quick lists, and procedure tests.

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