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Knowledge · Innovation

**K2MS Guardian Desktop  
Guide  
July 2025**

## K2MS Guardian Desktop Guide

### Version History

Version Number	Iteration Description
1.0	K2MS Guardian Desktop Guide

### Table of Contents

1.	The Home Page – Main Menu .....	1
2.	Searching for Patient Records .....	2
3.	Pregnancy Record View .....	3
4.	Adding or editing patient information .....	5
5.	Antenatal.....	5
6.	Current Monitoring Door .....	6
7.	Managing Ward Admissions and Room / Bed assignment.....	6
8.	Post-Delivery .....	7
9.	Archive .....	8
10.	Custom Reports .....	8
11.	Administration Functions.....	8
12.	Confidential View .....	9

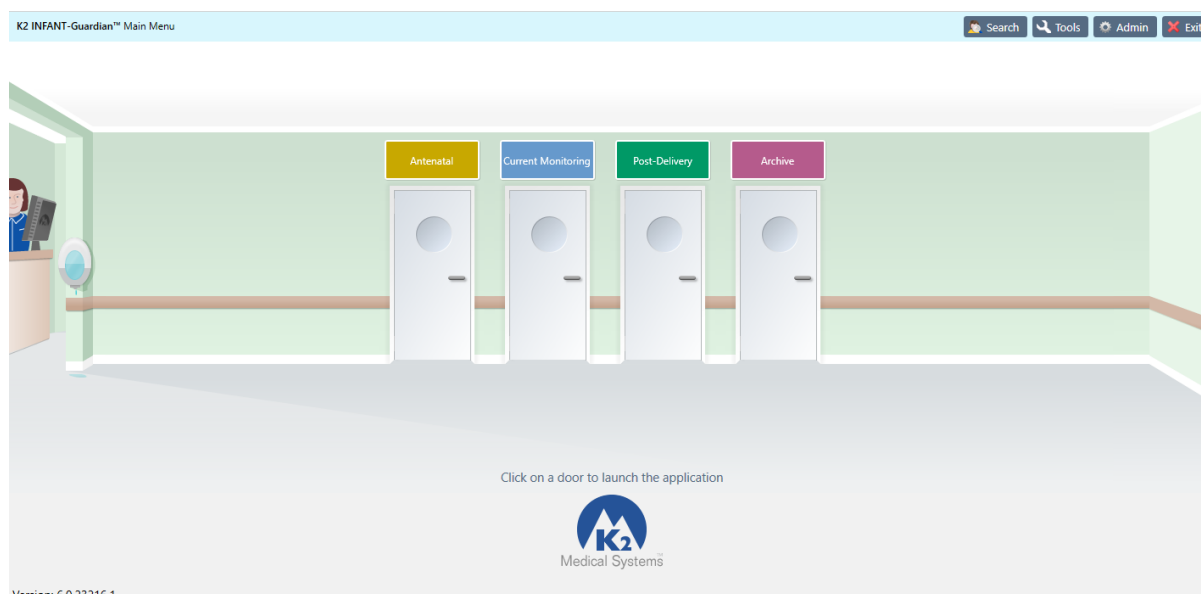


*K2MS Guardian Desktop is an application that is used to capture, display, retrieve and analyse Antenatal, Intrapartum and Postnatal information captured on the K2MS Guardian System. Guardian Desktop will be available on designated computers within your hospital. When logged onto one of these computers, a Guardian icon will appear on your desktop as shown to the left.*

## 1. The Home Page – Main Menu

Click on the Guardian icon to open Guardian Desktop Application. Once Guardian Desktop has loaded you will be presented with your hospital's "Reception Area".

On this screen you will see a collection of doors that represent areas of interest:



### Antenatal

Open this door to search and review current active Pregnancy Records.

### Current Monitoring

Open this door to review CTGs/Notes in real time.

Lists women currently admitted to Birth Suite, displaying information similar to the central station chalkboard

### Post-Delivery

Open this door to review a list of all records of babies that were born in the last 7 days and records of women that are currently monitored in Birth Suite

### Archive

Open this door to search for & retrieve archived pregnancy records.

Can also be used to filter and analyse patient data across a broad range of categories

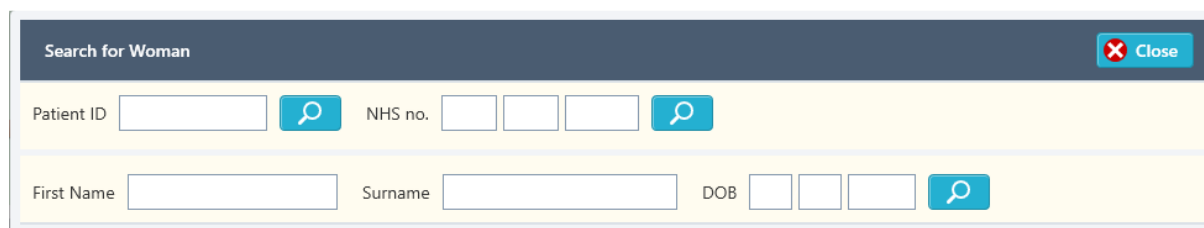
Clicking on any of the doors will prompt you to identify yourself and enter your password or use your fingerprint to confirm that you have the required access to patient information (same requirement as Guardian Bedside).

At the top right of the home page, you will see the following quick links:

1. Use the **Search** button to search for a patient record. More information the search function can be found below.
2. Use the **Tools** button for information about the application. You can also choose the default text size within the application here between small, medium, and large.
3. Use the **Admin** button to access the System administration functions.

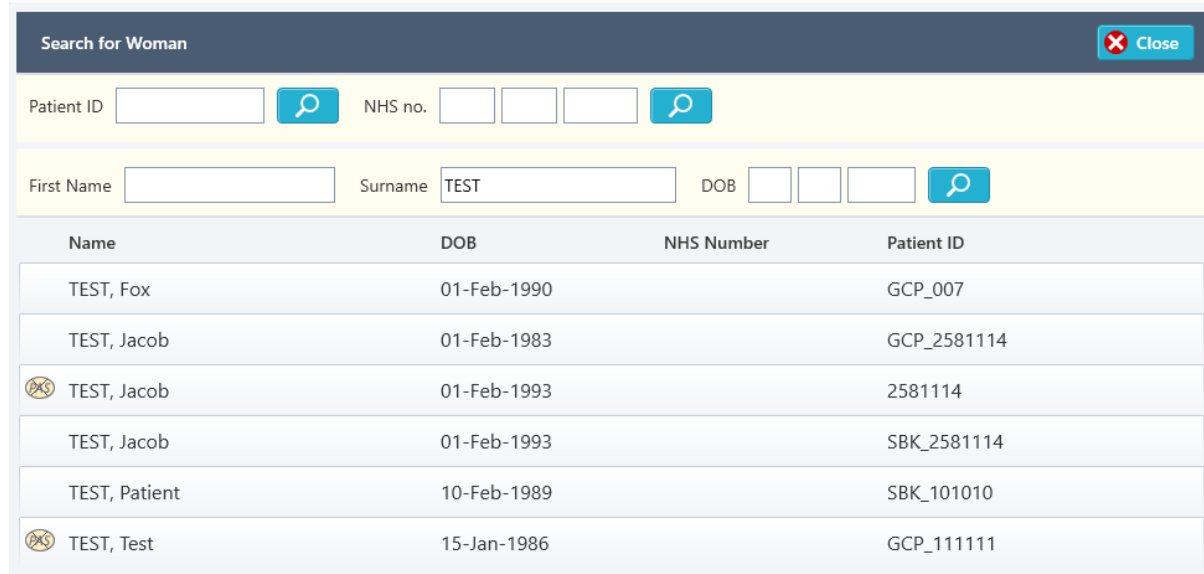
## 2. Searching for Patient Records

Clicking on the Search button will display the following patient search dialog:





The search dialog box has a title bar "Search for Woman" with a "Close" button. It contains two rows of search fields. The first row has "Patient ID" and "NHS no." fields, each with a magnifying glass icon. The second row has "First Name", "Surname", and "DOB" fields, each with a magnifying glass icon.

You can search by any of the available fields by clicking on the magnifying glass button closest to your search terms. An example of a search result is shown below:



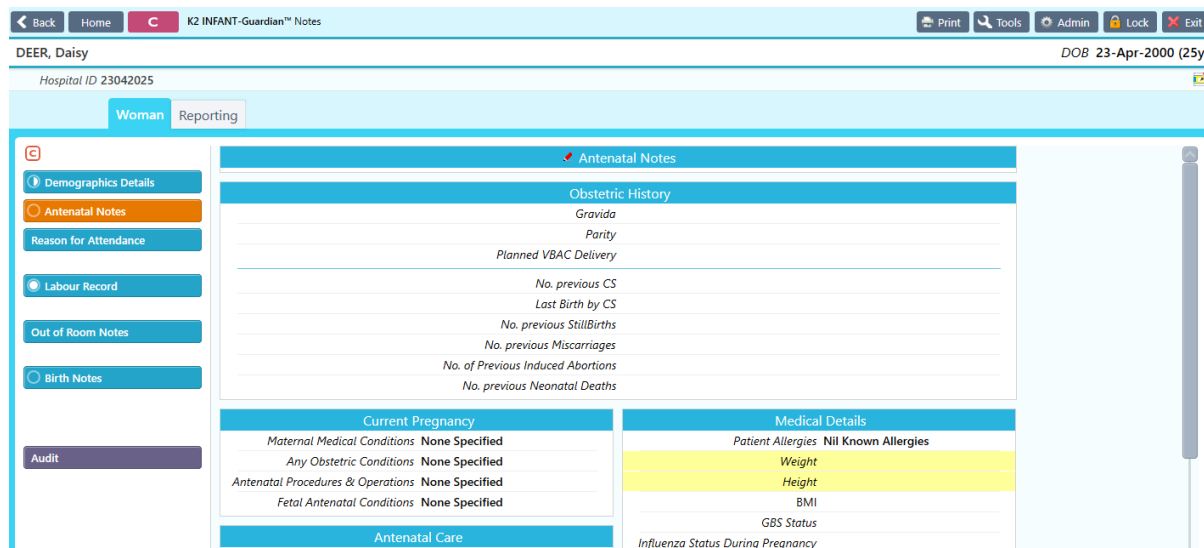
The search dialog box shows the same search fields as before, but with the "Surname" field containing the text "TEST". Below the search fields is a table of search results.

Name	DOB	NHS Number	Patient ID
TEST, Fox	01-Feb-1990		GCP_007
TEST, Jacob	01-Feb-1983		GCP_2581114
 TEST, Jacob	01-Feb-1993		2581114
TEST, Jacob	01-Feb-1993		SBK_2581114
TEST, Patient	10-Feb-1989		SBK_101010
 TEST, Test	15-Jan-1986		GCP_111111

Clicking on your chosen patient will open that record (after you authenticate by either fingerprint or password).

### 3. Pregnancy Record View

Once you have chosen a patient's record, a screen similar to the one shown below will appear. The woman's name, ID number and date of birth are shown at the top of the screen. Below this, tabs for the Woman, Labour and Audit are displayed from left to right



Down the left-hand side of the screen will be displayed a list of available patient information categories, customised for your organisation (the example above is likely to differ for your organisation). Completion status icons are displayed adjacent to the title of each tab as shown below:



A hollow circle indicates that no data has been entered for this category



If the circle is half full, it indicates that the category is partially complete



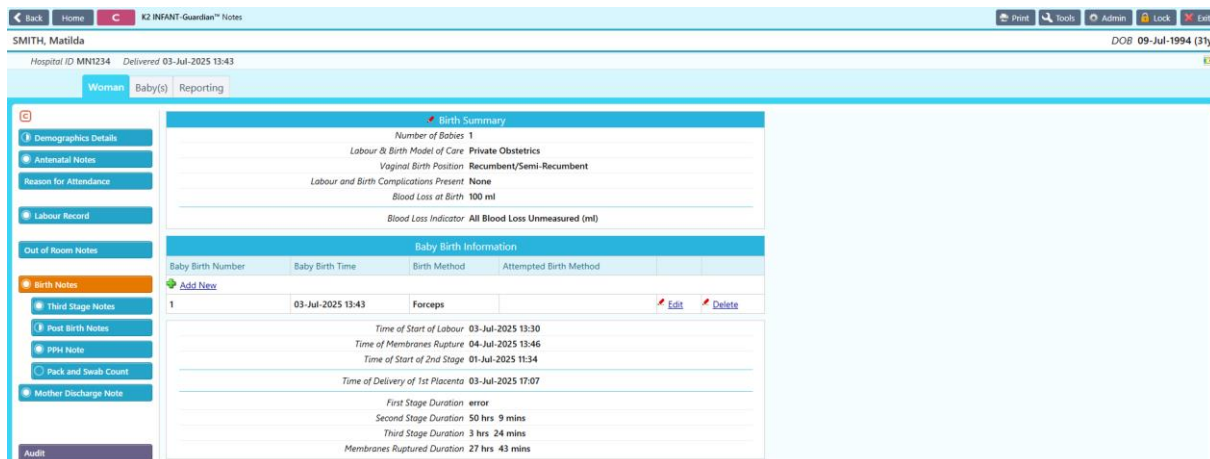
If the circle is full, the category is complete

Clicking on a category will display any notes available for that category on the right-hand side of the screen.

If the information in the category can be edited or added to, the Heading at the top of the page will display a pencil icon beside it. Clicking on the pencil icon or the heading beside it will open the relevant data collection page for editing.



A Baby(s) Tab will only display once Baby's Birth Details have been entered into the 'Baby Birth Information' section below. Note. The number of babies entered here should always match the 'Number of Babies' entered in the Mother's 'Birth Summary'



**Birth Summary**

Number of Babies 1

Labour & Birth Model of Care Private Obstetrics

Vaginal Birth Position Recumbent/Semi-Recumbent

Labour and Birth Complications Present None

Blood Loss at Birth 100 ml

Blood Loss Indicator All Blood Loss Unmeasured (ml)

**Baby Birth Information**

Baby Birth Number	Baby Birth Time	Birth Method	Attempted Birth Method
1	03-Jul-2025 13:43	Forceps	

Time of Start of Labour 03-Jul-2025 13:30

Time of Membranes Rupture 04-Jul-2025 13:46

Time of Start of 2nd Stage 01-Jul-2025 11:34

Time of Delivery of 1st Placenta 03-Jul-2025 17:07

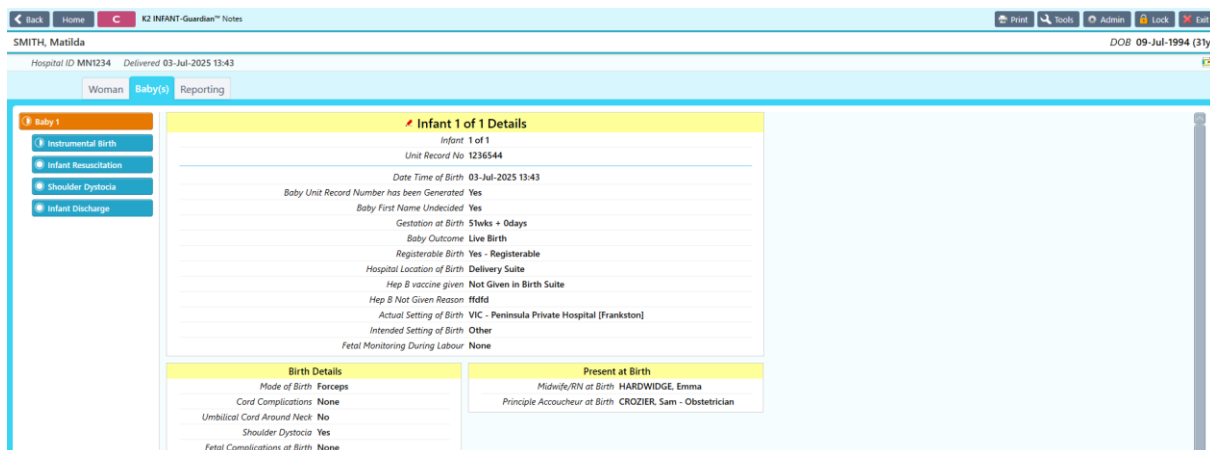
First Stage Duration error

Second Stage Duration 50 hrs 9 mins

Third Stage Duration 3 hrs 24 mins

Membranes Ruptured Duration 27 hrs 43 mins

The Baby(s) Tab is an overview of all of Baby's Birth Details and Information



**Infant 1 of 1 Details**

Infant 1 of 1

Unit Record No 1236544

Date Time of Birth 03-Jul-2025 13:43

Baby Unit Record Number has been Generated Yes

Baby First Name Undecided Yes

Gestation at Birth 51wks + 0days

Baby Outcome Live Birth

Registerable Birth Yes - Registerable

Hospital Location of Birth Delivery Suite

Hep B vaccine given Not Given in Birth Suite

Hep B Not Given Reason Rtdtd

Actual Setting of Birth VIC - Peninsula Private Hospital (Frankston)

Intended Setting of Birth Other

Fetal Monitoring During Labour None

**Birth Details**

Mode of Birth Forceps

Cord Complications None

Umbilical Cord Around Neck No

Shoulder Dystocia Yes

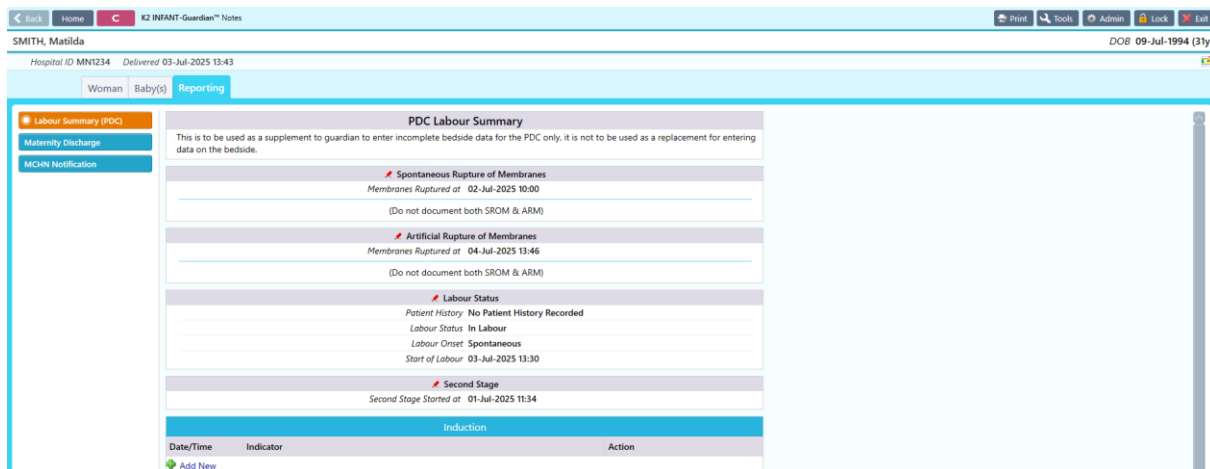
Fetal Complications at Birth None

**Present at Birth**

Midwife/RN at Birth HARDWIDGE, Emma

Principle Accoucheur at Birth CROZIER, Sam - Obstetrician

The Reporting Tab includes a section to review and update labour times for Perinatal Data Reporting requirements and selection of reports created for your organisation



**PDC Labour Summary**

This is to be used as a supplement to guardian to enter incomplete bedside data for the PDC only; it is not to be used as a replacement for entering data on the bedside.

**Spontaneous Rupture of Membranes**

Membranes Ruptured at 02-Jul-2025 10:00

(Do not document both SROM & ARM)

**Artificial Rupture of Membranes**

Membranes Ruptured at 04-Jul-2025 13:46

(Do not document both SROM & ARM)

**Labour Status**

Patient History No Patient History Recorded

Labour Status In Labour

Labour Onset Spontaneous

Start of Labour 03-Jul-2025 13:30

**Second Stage**

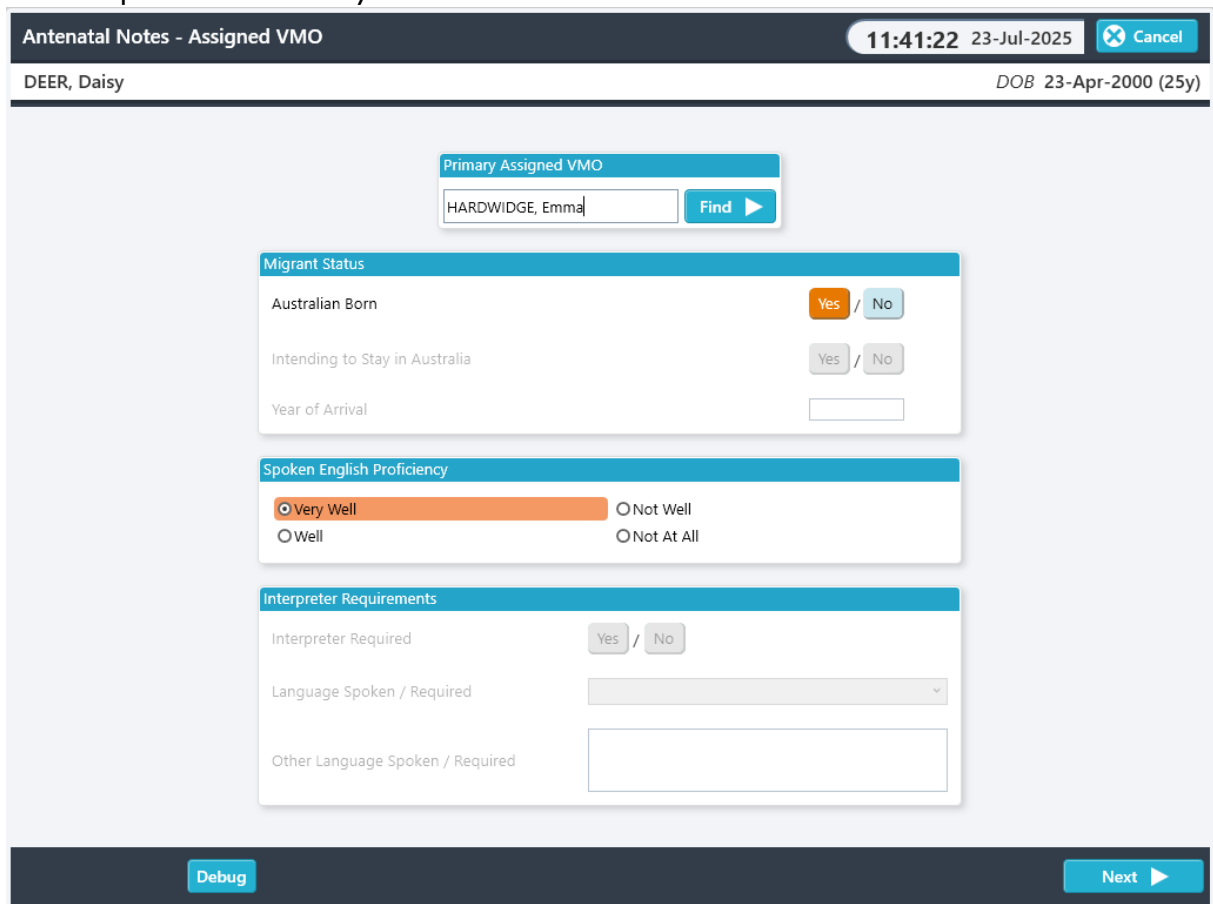
Second Stage Started at 01-Jul-2025 11:34

**Induction**

Date/Time	Indicator	Action
<a href="#">Add New</a>		

#### 4. Adding or editing patient information

Clicking on the relevant heading or pencil icon will open the data collection pages for that category. If more than one page is needed to be able to collect the necessary information, **Next >** and **< Previous** buttons are displayed at the bottom of the screen. There is also an **X Cancel** button to allow the data entered so far to be discarded (this will not discard information previously entered and saved). Some fields may be mandatory and you will be prevented from progressing through the screens until you have completed the mandatory fields.



Antenatal Notes - Assigned VMO 11:41:22 23-Jul-2025 X Cancel

DEER, Daisy DOB 23-Apr-2000 (25y)

Primary Assigned VMO  
HARDWIDGE, Emma Find ▶

Migrant Status  
Australian Born Yes / No  
Intending to Stay in Australia Yes / No  
Year of Arrival

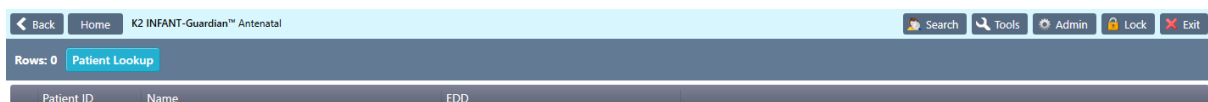
Spoken English Proficiency  
☒ Very Well ☐ Not Well  
☐ Well ☐ Not At All

Interpreter Requirements  
Interpreter Required Yes / No  
Language Spoken / Required  
Other Language Spoken / Required

Debug Next ▶

#### 5. Antenatal

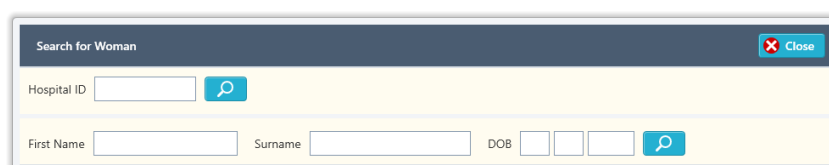
Antenatal view enables the Clinician to search and review current active Pregnancy Records via the 'Hospital ID,' 'First Name,' 'Last Name' or 'Date of Birth.'



Back Home K2 INFANT-Guardian™ Antenatal Search Tools Admin Lock Exit

Rows: 0 Patient Lookup

Patient ID Name EDD



Search for Woman X Close

Hospital ID

First Name Surname DOB

If there is no current or active Pregnancy Record assigned, the clinician will be prompted to create 'a new pregnancy record'



The screenshot shows the 'Search for Woman' dialog box. It contains fields for Hospital ID, First Name, Surname, and DOB. A search button is present. Below the search fields, there is a list of patient names: DEV, Initial; DFGHDFGH, Ad; GBS; GBS; GENERAL, Angel; IMPALA, Iris. A modal dialog box is overlaid on the search results, asking: 'There is no active pregnancy record for this woman. Do you wish to create a new pregnancy record for this woman in order to enter pregnancy related information?'. It has 'Create new pregnancy' and 'Cancel' buttons.

The clinician can begin or update documentation for this pregnancy via the tabulated screens. Anything that has previously been entered or documented on the Guardian Bedside will be viewable and able to update.

## 6. Current Monitoring Door

Open this door to review CTG / Notes in real time. Lists women currently admitted to Birth Suite, displaying information similar to the central station chalkboard



Room	Situation	VE	RoM	Liquor	Features	Anaes	Oxyto	CTG	FBS	Labour	Mother	Evaluation	Baby	INFANT	Labour Risks	Active Care Bundles	Requirements	From Plan
Room 1	TESTS, Plan 23y, P0, 39+3 CLIC Consultant: USER2, Test	6 cm 12:22	SRoM 11:00	12:22	C			Normal 12:22	6.20 12:15	DEL	HR	FBS			Medical Pregnancy Allergy	Red Alarm Yellow Alarm		13:22 VE 13:22 SaFERR Review
Room 2																		
Room 3																		
Room 4	TEST, Scribe 28y, P2, 40+0 CLIC Consultant: USER1, Test	4 cm 12:05	SRoM 10:00	12:05	C			Normal 12:05	7.50 12:00	1st	DBP	LGA			Medical Social Pregnancy Fetus	1st Stage Antacid 1st Stage (CTG) Hypertension (Mild) Pneumonia		14:19 Oxytocin 13:19 Cannula 14:35 CTG Review
Room 5																		

Clicking on a row will open the bedside view for the currently monitored patient so you can review CTG trace, partogram, observations (dependant on your organisations model) and progress notes. Intrapartum documentation cannot be entered or edited from this view, as this data can only be entered at the bedside.

## 7. Managing Ward Admissions and Room / Bed assignment

Clicking on the **Manage Admissions** button at the top of this screen will display a list of beds and details of the patients assigned to those beds. This is a live representation and will update every two minutes. To manually update the list, you can select the **Update** button on the bottom right of the screen. The first column shows the room/bed number/name. At the bottom of the room list may also be displayed a list of women admitted to the ward, but not yet assigned to a room/ bed.

Use the **Admit Woman** button at the top of this screen to admit a woman to the ward. You will be required to complete some brief details before the woman's name will appear at the bottom of the list ready to be assigned to a room/ bed.

Back

Home

Guardian™ Delivery Suite

Search

Tools

Admin

Lock

Exit

Rows: 7 

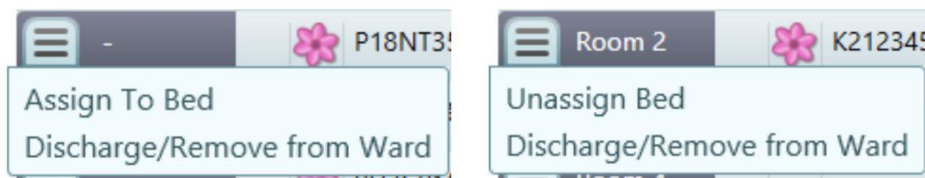
Admit Woman

Bed	Hospital ID	Name	EDD	Gestation	Admission Reason	Type of Stay	
<div><div></div>Room 1</div>	<div><div></div><div><div></div></div>GCP_007</div>	TEST, Fox			Other	Antenatal	
<div><div></div>Room 2</div>							
<div><div></div>Room 3</div>							
<div><div></div>Room 4</div>							
<div><div><div></div></div>Room 5</div>	<div><div><div></div></div><div><div></div></div>2581114</div>	TEST, Jacob			Early Labour	Antenatal	
<div><div></div>-</div>	SBK_100003	THREE, Test			Labour	Intrapartum	
<div><div></div>-</div>	SBK_MATT009	NOTEST, Matt			Early Labour	Intrapartum	

Update

Last updated at 11/06/2020 10:36 AM

To assign or unassign a bed, the user can use the menu icon next to the room/bed. This will present you with the option to assign or unassign a bed.



From the same menu as above, you can discharge/ remove the woman from the ward.

## 8. Post-Delivery

The Post-Delivery view displays a list of all records of babies that were born in the last 7 days and records of women that are currently monitored in Birth Suite. Double clicking on the woman's name will open the record to display the entire pregnancy record including all Antenatal, Bedside or Intrapartum care and Post Birth documentation for the selected woman, including CTG trace, Partogram, Maternal Observations and Notes. This documentation can be viewed and updated as required.

Back

Home

K2 INFANT-Guardian™ Post-Delivery

Search

Tools

Admin

Lock

Exit

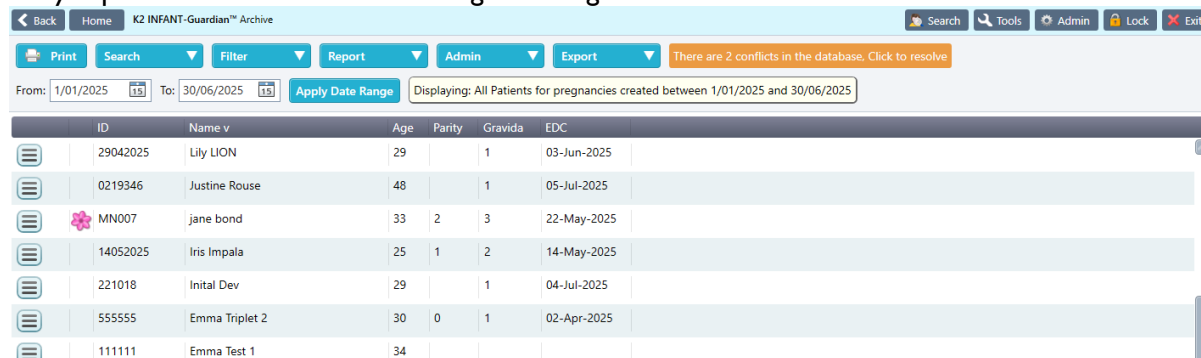
Look-up Woman

Today (22/07/2025)

ARLOW, Poppy	DOB 09-Feb-1994 (31y)	
Hospital ID 07072025	Currently in Bed 1 (Birthing Unit)	Delivered Not Delivered
DEER, Daisy	DOB 23-Apr-2000 (25y)	
Hospital ID 23042025	Currently in BS4 (Birth Suite)	Delivered Not Delivered
PDC1, Angel	DOB 19-Jun-2000 (25y)	
Hospital ID 18052025	Currently in BS 5 (Birth Suite)	Delivered Not Delivered
PENINSULA2, Angel	DOB 19-Jun-1990 (35y)	
Hospital ID 19062024	Currently in BS3 (Birth Suite)	Delivered Not Delivered
ROUSE, Justine	DOB 27-Jan-1977 (48y)	
Hospital ID 0219346	Currently in BS 2 (Birth Suite)	Delivered Not Delivered

## 9. Archive

Open this door to search for & retrieve archived pregnancy records. It can also be used to filter and analyse patient data across a broad range of categories.



Back Home K2 INFANT-Guardian™ Archive Search Tools Admin Lock Exit

Print Search Filter Report Admin Export There are 2 conflicts in the database. Click to resolve

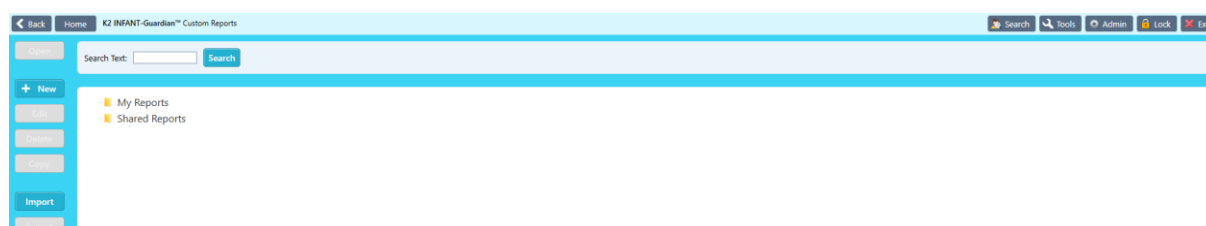
From: 1/01/2025 To: 30/06/2025 Apply Date Range Displaying: All Patients for pregnancies created between 1/01/2025 and 30/06/2025

ID	Name v	Age	Parity	Gravida	EDC
29042025	Lily LION	29		1	03-Jun-2025
0219346	Justine Rouse	48		1	05-Jul-2025
MN007	jane bond	33	2	3	22-May-2025
14052025	Iris Impala	25	1	2	14-May-2025
221018	Initial Dev	29		1	04-Jul-2025
555555	Emma Triplet 2	30	0	1	02-Apr-2025
111111	Emma Test 1	34			

## 10. Custom Reports

Custom Reports can be created from the Archive view. Any data entered and captured in Guardian can be made into a report for any data reporting requirements. All users are able to create their own reports and run reports created by their colleagues.

Further information on this can be found in the 'Guide to Formulating a Report' document.



## 11. Administration Functions

The most frequently used administrative functions can be accessed when launching the 'Admin' button, (located in the top right-hand corner of any Desktop screen). You are presented with all available options, alongside a summary of each function. Further information on this can be found in the 'Admin Guide - Guardian Desktop – Administration Functions'



## 12. Confidential View

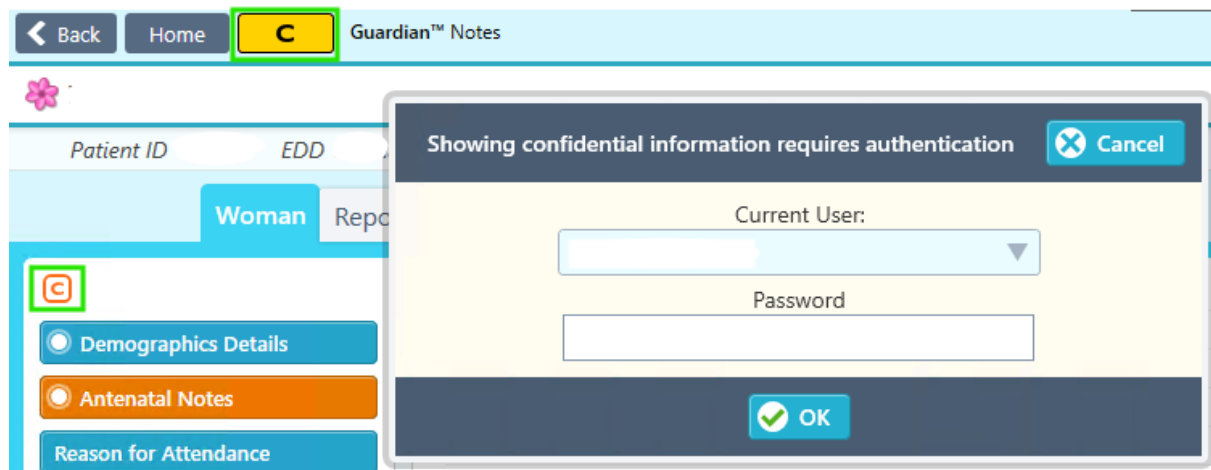
### Accessing Confidential View

The confidential aspect of the record contains the risk assessment for Family Domestic Violence (FDV) called 'Ask The Question'.

This confidential risk assessment can be accessed via the Guardian Desktop woman's record within the 'Woman' tab. There is a small [C] icon to the top left of the 'Woman' tab denoting that there is access to confidential information within this section of the record.

To access the confidential risk assessment, click the Confidential Button [C] (purple button to the top left of the records next to the [Home] button). The clinician will be prompted to enter their user account credentials to access this section.

Once the user credentials have been entered, the background colour of the record will change from blue (standard view) to purple to denote that you have activated confidential aspects of the record.



### Reviewing and Recording Confidential Records

Previously recorded confidential information will be listed within a summary table. If multiple assessments have taken place, these will list in reverse chronological order (most recent at the top).

To review the details of each assessment, click the date/time hyperlink, the corresponding details will display beneath the summary table.

The risk assessment details can be amended by selecting the [Edit] hyperlink to the right of the summary. The templated screens will reopen to enable the user to amend the required fields. Once amended select the [Finish] button to save the changes.

To record a new risk assessment, select the [Add New] hyperlink to open the 'Ask The Question' templated screens. Complete the confidential screen data, selecting [Next] to work through the screens.

Once completed, select [Finish] to end and save the documentation. The newly completed assessment will display at the top of the summary table.

Woman

Reporting

Demographics Details

Antenatal Notes

Reason for Attendance

Wellbeing

Ask The Question

Labour Record

Out Of Room Notes

Birth Notes

Pack and Sharp Count

Audit

Ask The Question

Date/Time	Completed	Recorded by	Edit
<a href="#">Add New</a>			
> 17-Dec-2024 17:00	No - Partner/Family/Friends Present	Vikki Oleksyn	<a href="#">Edit</a>

Review

Time of Assessment

17-Dec-2024 17:00

Is the clients partner and/or family or friends present?

Yes

**Note.** When in Confidential [C] mode only records entered in the confidential section (Ask the Question, marked with a [C]) will be confidential (all other sections will remain standard view).

### Close Confidential View

To close the confidential mode view – click the Confidential Button [C] (purple button to the top left of the records next to the [Home] button), the background colour will revert to blue (standard view) instantly.