



Tips & Tricks Weekly



Internal Diabetic Eye Exam, Osteo, & Psychiatry Referrals

We are excited to announce, that we have made the process of ordering internal diabetic eye exams, osteo, and psychiatry referrals easier.

When ordering these referral types, you no longer have to add a specific doctor's name in the ordered by, supervised by, and managed by fields. You will just place the referral as you do any other referral. In addition, you no longer have to answer the additional questions (except for psychiatry referrals). This new process should save you multiple clicks!

1. Go to the FU/Ref tab and search for "diabetic", "psy" or "osteo"
2. Click on the referral that says (Pt to see ETSU.....

3. Add the diagnosis code in the "For" field
4. Complete the required questions, if a psychiatry referral

5. The ordered by, managed by, and supervised by will be the doctor ordering the referral. Click Save and Close ACI, Commit and Save and Continue

After you Commit and Save and Continue the order, the referral request goes directly to the receiving office's Referral Worklist. There is no need to fax records, as everything will already be in Allscripts. The office receiving the referral will contact the patient with the appointment information. Once the patient is seen by the note will show in Allscripts unless it contains confidential information.

If you need assistance with this please call the HelpDesk @ 423-282-6122

Remember, never remove tasks!