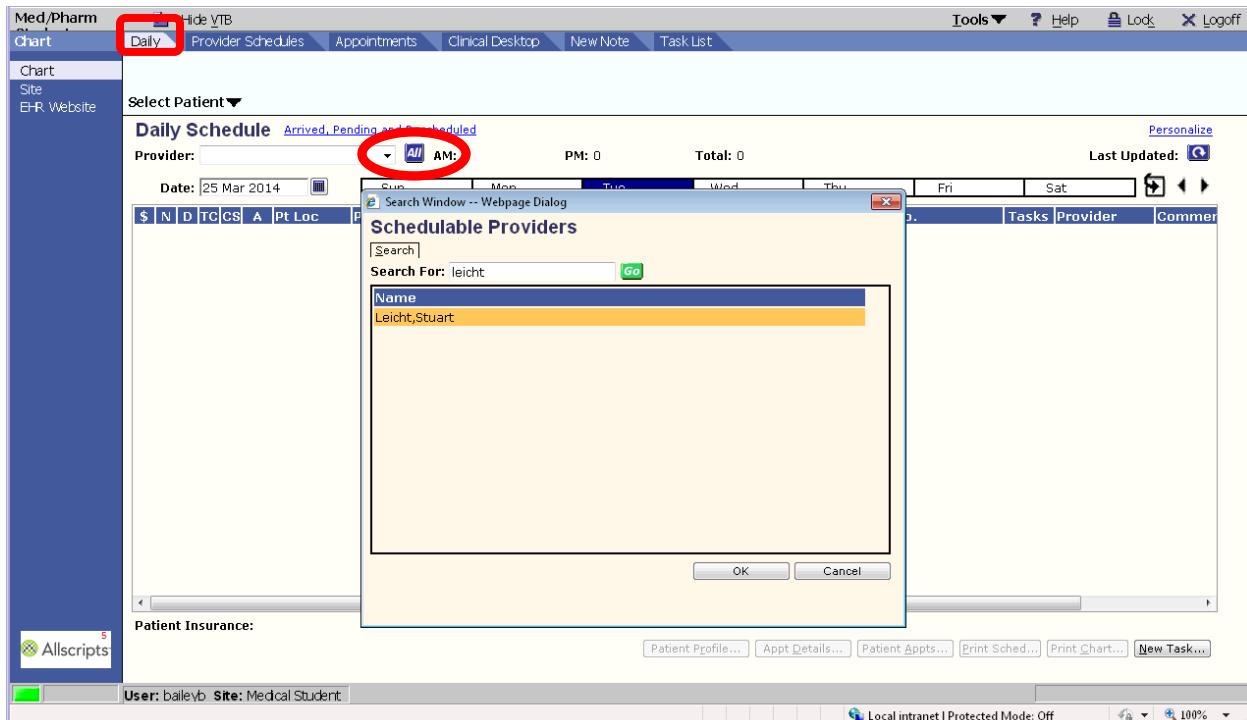


Medical Student's Role in Allscripts

DAILY SCHEDULE

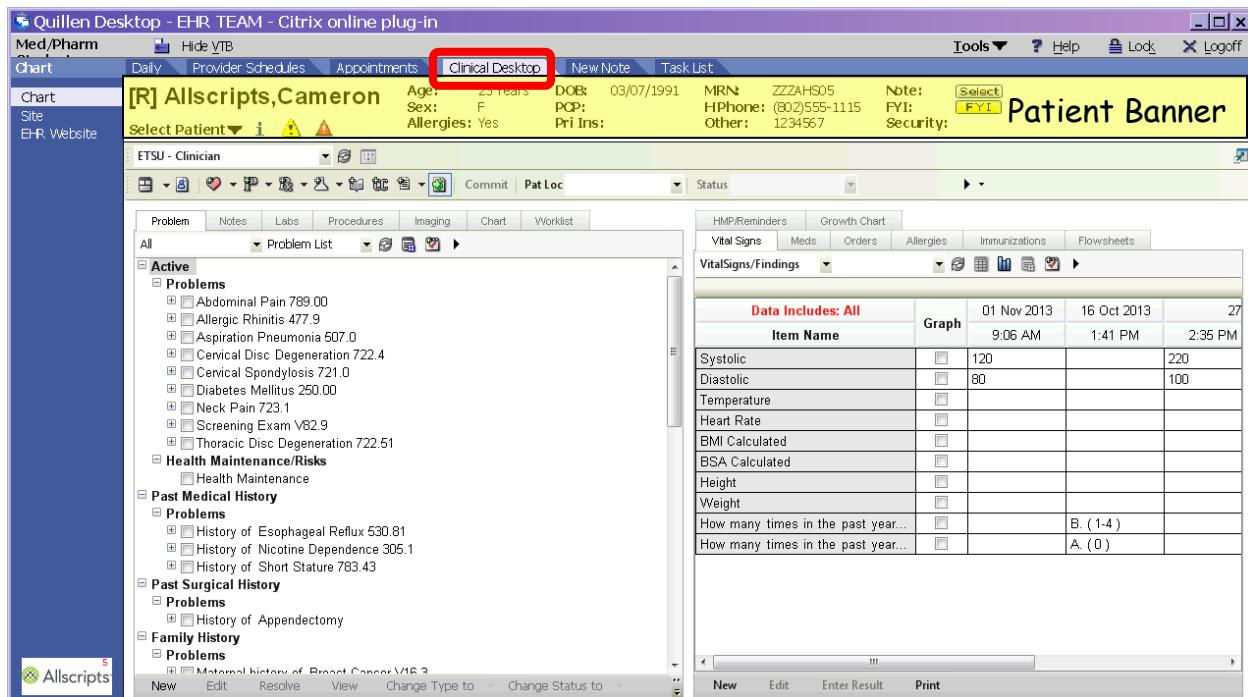
You can view any physician's schedule. Click on the blue All button and search by last name for your provider. Highlight and click OK



Daily Schedule <small>Arrived, Pending, Rescheduled, No Show</small>													Personalize
Provider:		All Providers	All	AM:	PM: 0	Total: 2	Last Updated: 03/25/2014 9:58 AM						
Date:	25 Mar 2014	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Tasks	Provider	Comments	Print	
\$	N	TC	CS	A	Pt Loc	Pt Status	Time	Patient	MRN	Type	Dur	Provider	Comments
							08:00 AM	Allscripts,Cameron	ZZZAHS05	0	15	ALLSCRIPTS,Fami Migraines	
							08:30 AM	Allscripts,Frank	ZZZAHS09	0	15	ALLSCRIPTS,Fami F/U BP	

CLINICAL DESKTOP

Clicking once on the patient's name pulls them into the Patient Banner. You can view their demographic info. Double clicking on their name takes you to their chart (the Clinical Desktop).



The Clinical Desktop is where you can view all of the patient's information. There are a series of tabs that allow you to sort through their chart. On the left, you'll see the following tabs: Problem, Notes, Labs, Procedures, Imaging, Chart, Worklist.



Problem: the patient's active problems, past medical history, family history, past surgical history, and social history.

Notes: The patient's notes from any provider/specialty within the MEAC/Family Medicine system.

Labs: All labs that have been resulted.

Procedures: Any procedures that have been returned (these are scanned documents)

Imaging: Also scanned, as we don't have a direct interface with any of the imaging centers

Chart: All of the notes, labs, procedures, imaging and any administrative paperwork. The entire chart. Can be sorted in a variety of ways

Worklist: Any items that need to be authorized will show up here. (You won't need to worry about this tab)

HMP/Reminders	Growth Chart	Vital Signs	Meds	Orders	Allergies	Immunizations	Flowsheets
---------------	--------------	-------------	------	--------	-----------	---------------	------------

The section on the right contains the vitals, meds and orders, as well as a variety of flowsheets and tables.

Vital Signs: Shows all vital signs taken on the patient

Meds: Defaults to the patient's Current Meds, but can change the drop down to look at past meds and all meds

Orders: Defaults to the patient's Current Orders, but can change the drop down to look at past orders and all orders

Allergies: Patient's allergies, both medication and non-medication

Immunizations: Flowsheet of all immunizations that the patient has received

Flowsheets: Various flowsheets that apply to specific specialty (such as anticoagulation flowsheet, diabetes flowsheets, etc.)

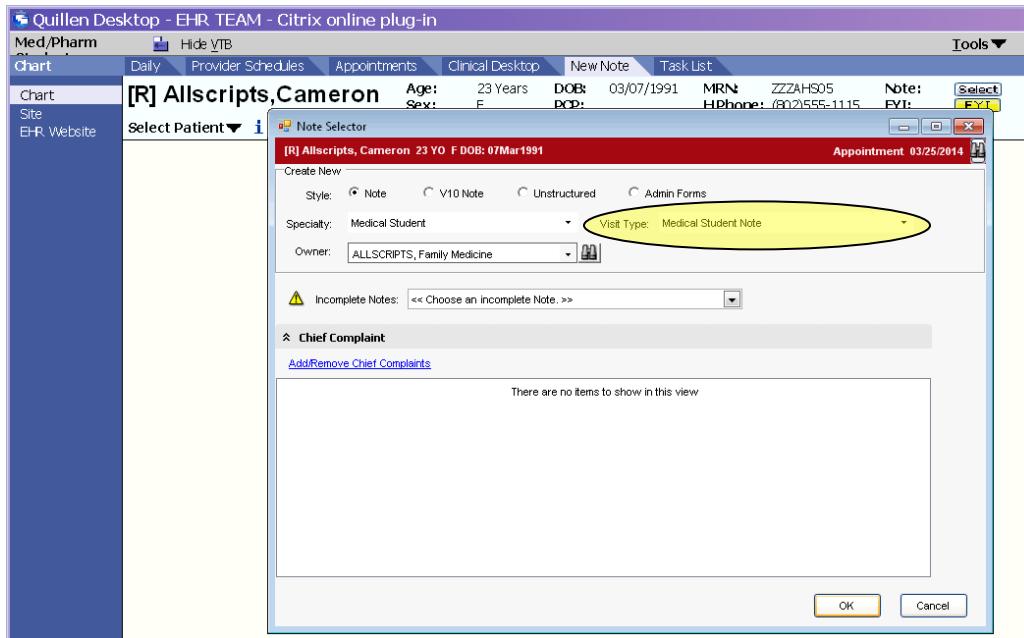
HMP/Reminders: Essentially, the chart in a table format. Every order is linked to a diagnosis, so you can view everything that has been ordered for each of the patient's diagnoses.

Growth Chart: Growth charts (normative only)

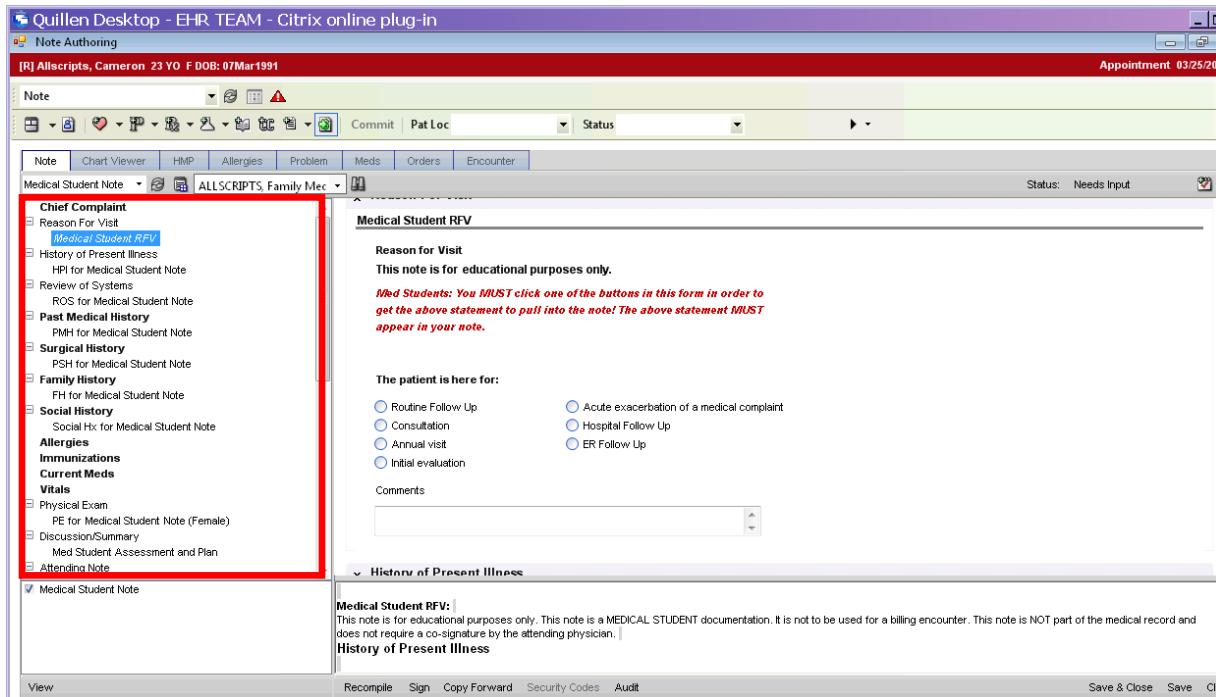
NOTES

Medical students can create notes; however, you are required to use a specific, medical student-only note (as it can't be used for billing purposes).

To start a note, make sure that the patient you are documenting on is in the banner, and then click on the New Note tab.



In the Visit Type field, choose **Medical Student Note** (the only option) Click OK

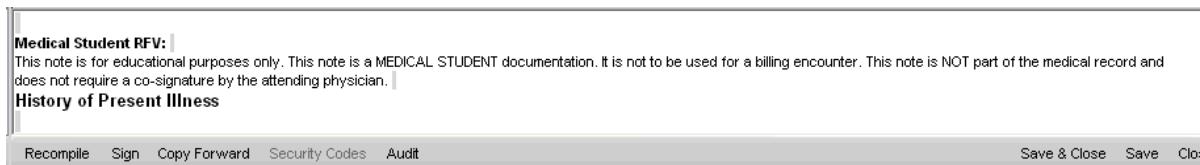


This is the Table of Contents. This is how you will navigate through the note. When you click on a heading (such as Reason for Visit, or Review of Systems), that section will open up on the right.

Make sure you fill out the Reason for Visit section on EVERY NOTE! This pulls in the disclaimer that this note is not to be used for billing purposes.

Each section has a series of boxes that you can click. There is also a Comments box in each section where you can free text. If you type in the Comments box, make **SURE** you press the Tab key when you are finished, or else the text won't flow into the note.

The note will populate into the bottom section of the note as you type.



To view the full note, you can click View (bottom left-hand corner) and see the note that you are creating.

Medical Student Note

Medical Student RFV:
This note is for educational purposes only. This note is a MEDICAL STUDENT note and does not require a co-signature by the attending physician.

History of Present Illness

View Recompile Sign Copy Forward Security Codes Audit

Quillen Desktop - EHR TEAM - Citrix online plug-in

Note Output

(R) Allscripts, Cameron 23 YO F DOB: 07Mar1991 Owner: ALLSCRIPTS, Family Medicine Status: Needs Input Appointment 03/25/2014

Medical Student Note History of Present Illness

Cameron Allscripts is a 23 year old female who presents in clinic today for abdominal pain and confusion. Patient is anxious.

Review of Systems

Constitutional: negative.
Eyes: negative.
ENT: negative.
Cardiovascular: negative.
Pulmonary: negative.
Gastrointestinal: negative.
Genitourinary: negative.
Musculoskeletal: negative.
Integumentary: negative.
Neurological: negative.
Psychiatric: negative.
Endocrine: negative.
Hematologic/Lymphatic: negative.

Past Medical History

1. History of Esophageal Reflux 530.81
2. History of Nicotine Dependence 305.1
3. History of Short Stature 783.43

Cameron Allscripts is a 23 female who has a past medical history of anxiety, fatigue and shortness of breath.

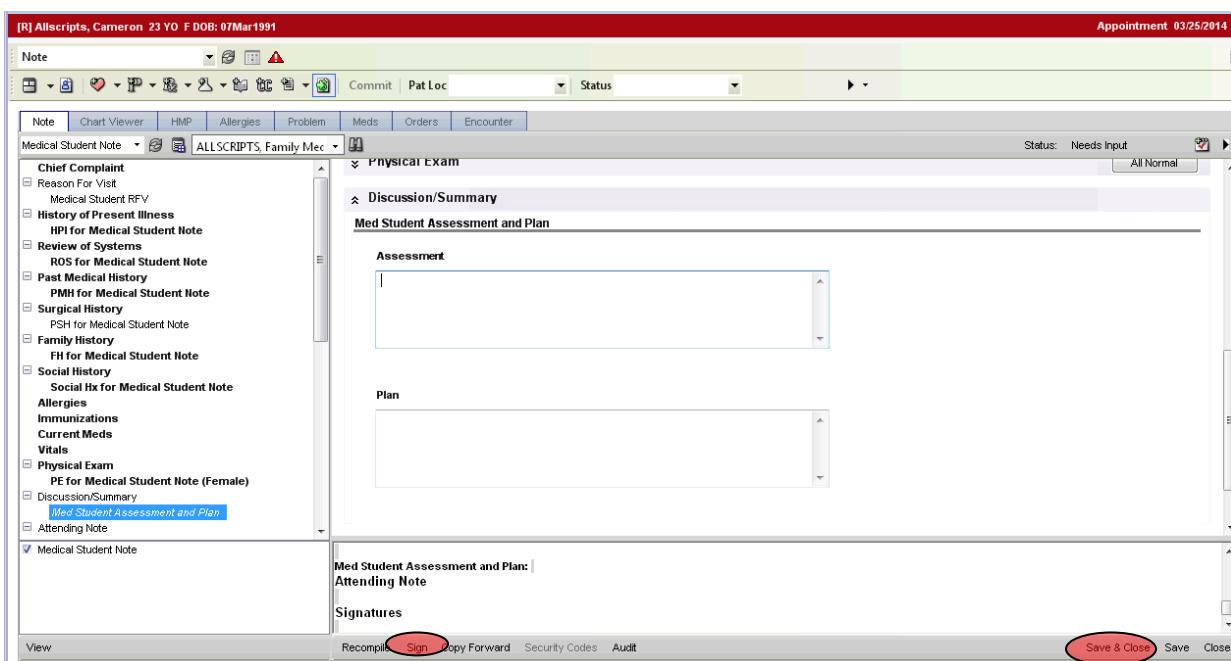
Surgical History

1. History of Appendectomy

Annotations

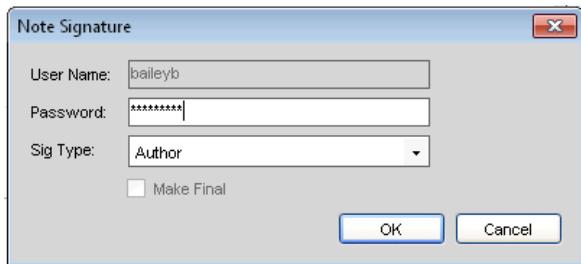
Sign Audit Document Hx Close

This is a "read only" page. You can't make changes on this screen, so to get back to the edit mode, click Close.

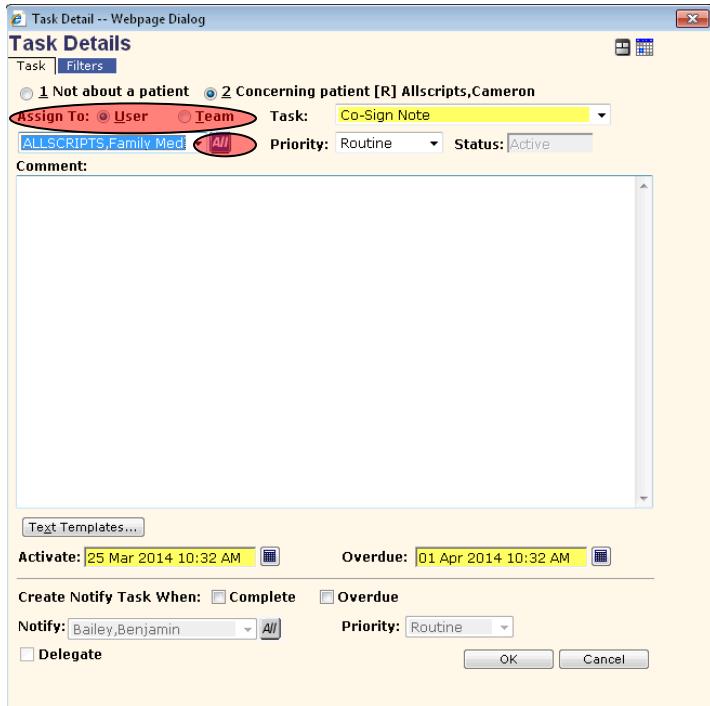


Fill out all of the sections of the note, and when you are finished with the note, click Sign. If you need to Save & Close the note before signing off on it, you can click Save & Close, and then finish it up later.

When you click Sign, you will get a box asking for your password. This is your Allscripts password.



Once you click OK, you'll get a task details box. This is so you can send a task to whoever needs to review/sign off on your note.



Change the Assign To: radio button from Team to User, and then from the drop down, choose the person who needs to sign off on the note. If their name isn't in the drop down, click on the blue All button and search for them. (Once you search once, they'll be in the drop down the next time)

You don't have to put anything in the Comments field. Just pull in their name and click OK.

Once the attending (or resident) gets the task, they will go into the note and fill out the Attending Note form. If they disagree with your evaluation, they will indicate that in the note.

Attending Note - Med Student

Attending Note

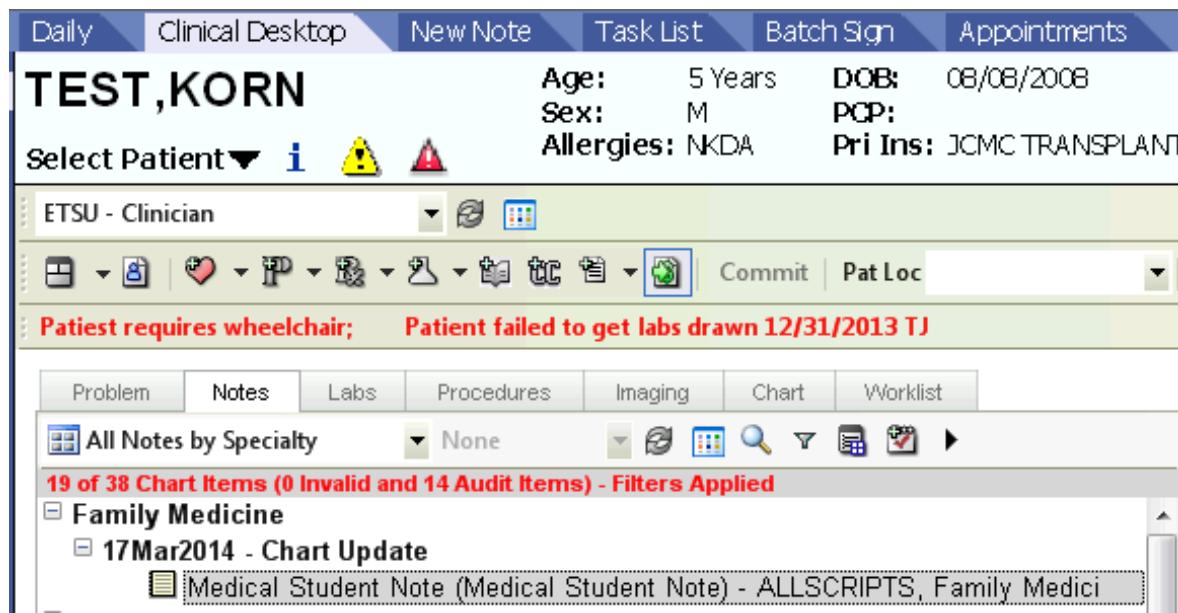
Medical Student Interviewed Patient and Presented History to the Resident
 Medical Student Interviewed Patient and Presented History to Attending Physician

 Agree w/ Medical Student's Evaluation
 Agree w/ Medical Student's Evaluation With The Following Exceptions:

 Disagree w/ Medical Student's Evaluation. My Evaluation Follows:

They may also send you a task to let you know their thoughts, so make sure you check your task list every time you are in the clinic. You can also go in and look at

the note by clicking on the Clinical Desktop tab and then double clicking on the note icon. This will open the note as a "read-only" document.



To finish up a note that you just saved and closed (but didn't sign), highlight the note and choose Edit from the toolbar.

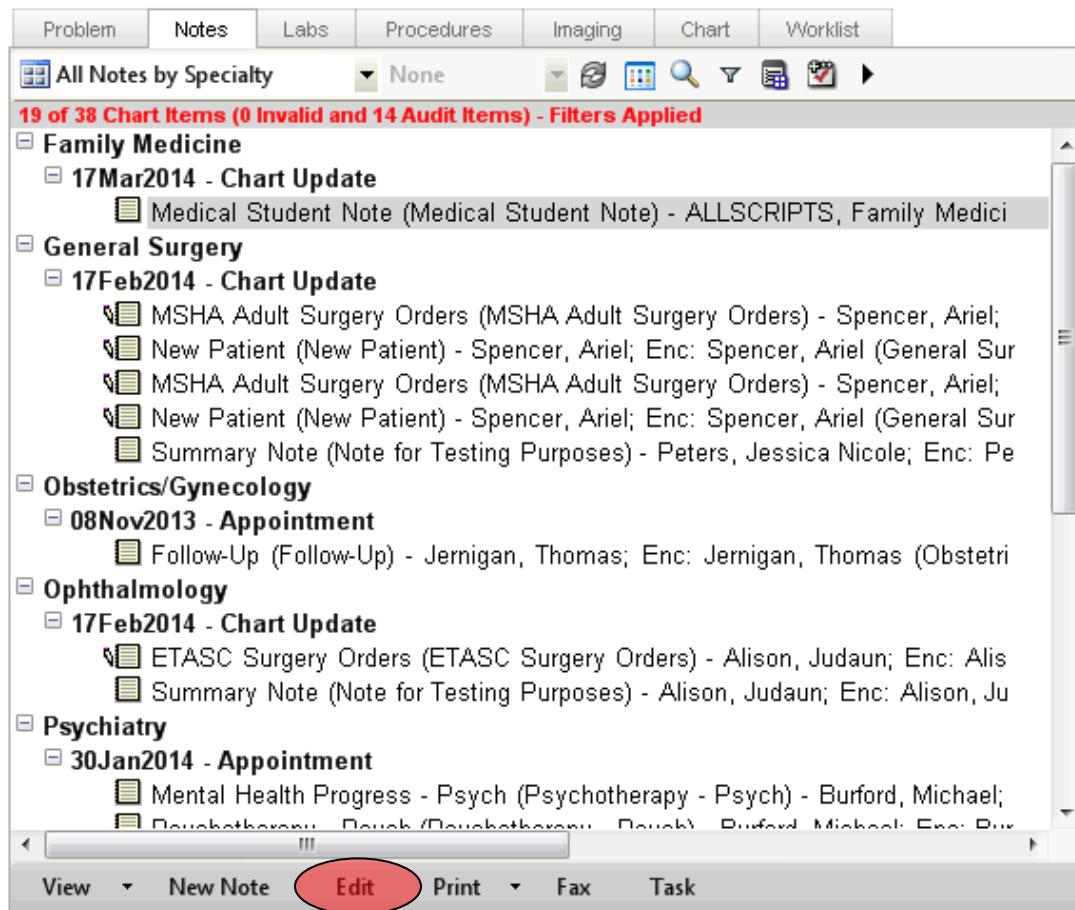
Problem Notes Labs Procedures Imaging Chart Worklist

All Notes by Specialty ▾ None

19 of 38 Chart Items (0 Invalid and 14 Audit Items) - Filters Applied

- Family Medicine
 - 17Mar2014 - Chart Update
 - Medical Student Note (Medical Student Note) - ALLSCRIPTS, Family Medi
- General Surgery
 - 17Feb2014 - Chart Update
 - MSHA Adult Surgery Orders (MSHA Adult Surgery Orders) - Spencer, Ariel;
 - New Patient (New Patient) - Spencer, Ariel; Enc: Spencer, Ariel (General Sur
 - MSHA Adult Surgery Orders (MSHA Adult Surgery Orders) - Spencer, Ariel;
 - New Patient (New Patient) - Spencer, Ariel; Enc: Spencer, Ariel (General Sur
 - Summary Note (Note for Testing Purposes) - Peters, Jessica Nicole; Enc: Pe
- Obstetrics/Gynecology
 - 08Nov2013 - Appointment
 - Follow-Up (Follow-Up) - Jernigan, Thomas; Enc: Jernigan, Thomas (Obstetri
- Ophthalmology
 - 17Feb2014 - Chart Update
 - ETASC Surgery Orders (ETASC Surgery Orders) - Alison, Judaun; Enc: Alis
 - Summary Note (Note for Testing Purposes) - Alison, Judaun; Enc: Alison, Ju
- Psychiatry
 - 30Jan2014 - Appointment
 - Mental Health Progress - Psych (Psychotherapy - Psych) - Burford, Michael;
 - Psychotherapy - Psych (Psychotherapy - Psych) - Burford, Michael; Enc: Bur

View ▾ New Note Edit Print ▾ Fax Task



Note: If a note has a pencil next to it, it has not yet been finalized, so you can edit it and finish your documentation. However, if the note does NOT have a pencil, it has been finalized by either an attending MD or a resident and making changes to the note will cause them to have to sign off on it again. So remember - double click to read. Highlight and edit to make changes.

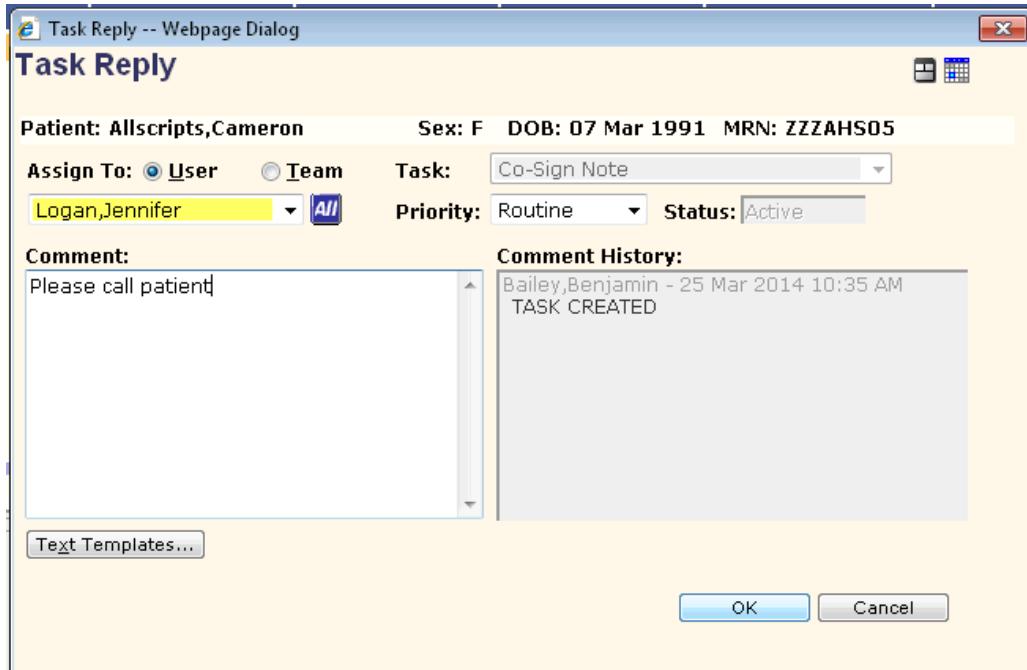
Tasking

Tasks are how we communicate with each other regarding the patients within Allscripts. It's basically patient-centered email.

The screenshot shows the Allscripts Clinical Desktop interface with the 'Task List' tab selected. At the top, patient information is displayed: Age: 23 Years, DOB: 03/07/1991, MRN: ZZZAHS05, Note: Select, FYI: FYI. Below this is a 'Task List' grid with one item: Co-Sign Note assigned to Allscripts,Cameron, created by Bailey,Benjamin on 03/25/2014 10:35 AM. The 'Comments' and 'Task About' sections at the bottom are highlighted with red boxes. The 'Comments' section shows 'Bailey,Benjamin - 25 Mar 2014 10:35 AM TASK CREATED'. The 'Task About' section shows 'Note Date: 25 Mar 2014 10:32 AM', 'Note Type: Medical Student Note', and 'Note Owner: ALLSCRIPTS, Family Medicine'. At the bottom right, there are several buttons: Go To..., In Progress, Done, New..., Reply... (which is highlighted with a red box), Reassign..., Remove..., Copy To Note, Details..., Original..., Print List..., and Print Task... .

To view a task, highlight it and read the **Task About** and **Comments** fields at the bottom.

To reply, click **Reply** and type your comments in the Comment field. Make sure that the person you are sending the task to is in the **Assign to** field at the top.



Click OK.

To send the task to someone else, click **Reassign**. Pull in the correct recipient.

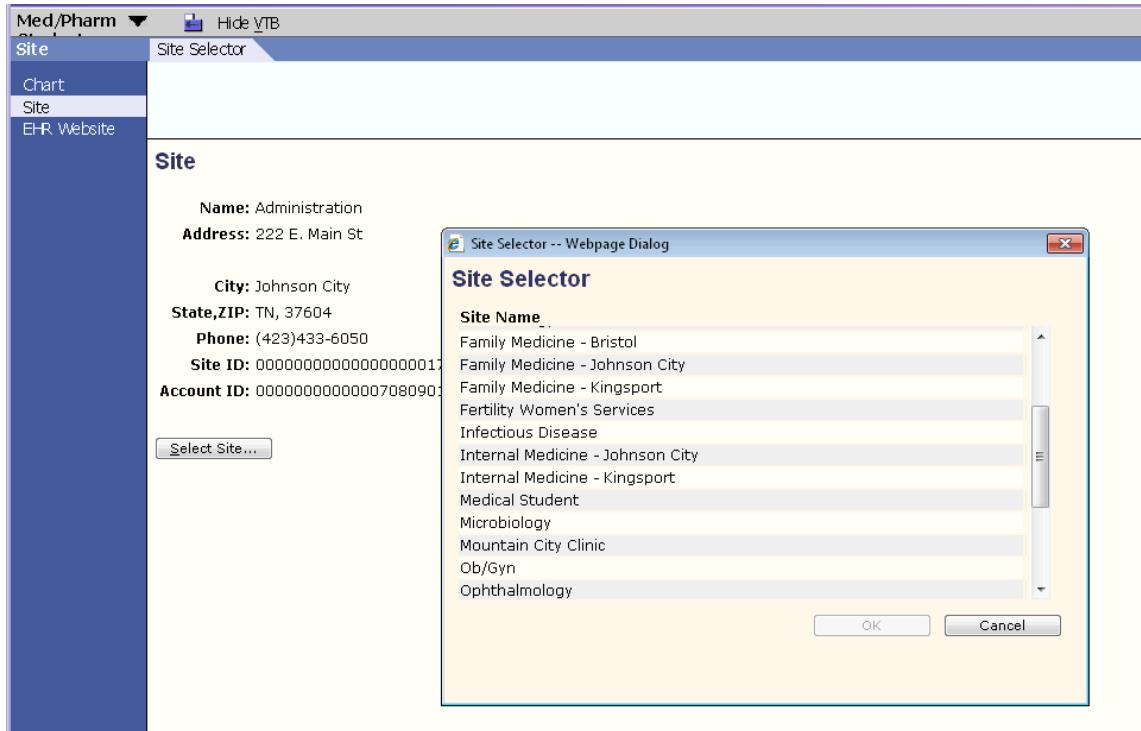
Of note, you can send tasks to either individuals or teams. Each clinic has a nursing team, which allows you to send your task to multiple nurses, in case someone is out. Ask your preceptor about the teams.

Once you are finished with a task, you can click **Done**. Always document any action you have taken, however, before completing a task.

Extras

On the vertical toolbar (on the left side of your screen), you have 4 options; Chart (which is where we have been working, above); Site; Internet Links, and EHR Website.

Site: This is where you will choose your location. Make **sure** you are logged in to your correct clinic every time you log in.



Internet Links: These are a series of shortcuts to some of the most-visited websites.

Age: 23 Years	DOB: 03/07/1991	MRN: ZZZAHS05	Note: FYI
Sex: F	PCP:	HPhone: (802)555-1115	
Allergies: Yes	Pri Ins:	Other: 1234567	Security:

Select Patient ▾

Local Links Pages

- ♦ [CSMD](#)
- ♦ [DynaMed](#)
- ♦ [Epocrates](#)
- ♦ [EssentialEvidencePlus](#)
- ♦ [ETSUWebmail](#)
- ♦ [FamilyDoctor](#)
- ♦ [Google](#)
- ♦ [iPledge](#)
- ♦ [JCMC](#)
- ♦ [MedCalc](#)
- ♦ [NewInnovations](#)
- ♦ [PDR](#)
- ♦ [ProjectAccess](#)
- ♦ [QCOM Medical Library](#)
- ♦ [SiemensMedical](#)
- ♦ [Televox](#)
- ♦ [UpToDate](#)
- ♦ [Walmart\\$4Prescriptions](#)
- ♦ [WebMD](#)

Professional Societies

- ♦ [AAFP - American Academy of Family Physicians](#)
- ♦ [ABFP - American Board of Family Practice](#)
- ♦ [ACC - American College of Cardiology](#)
- ♦ [ACOG.org](#)
- ♦ [ACS - American Cancer Society](#)
- ♦ [ADA - American Diabetes Association](#)
- ♦ [AHA - American Heart Association](#)

User: locam Site: Internal Medicine - Johns...

Government Health Sites

- ♦ [CDC - Travelers Health](#)
- ♦ [Consumer Product Safety Commission](#)
- ♦ [FDA - Food and Drug Administration](#)
- ♦ [HCFA - Health Care Financing Administration](#)
- ♦ [Agency for Healthcare Research and Quality](#)
- ♦ [National Library of Medicine](#)
- ♦ [NCI - National Cancer Institute](#)
- ♦ [National Institutes of Health \(NIH\)](#)
- ♦ [Tennessee Prescription Monitoring - PMP](#)
- ♦ [Tropical Diseases - World Health Organization](#)
- ♦ [Tennessee Web Immunization System - TWIS](#)
- ♦ [Virginia Prescription Monitoring - PMP](#)

Physician Directories

- ♦ [TNCare](#)

Policies and Procedures

EHR Website: This is a direct link to our website. We have training modules, how-to documents, Meaningful Use information, and other fun stuff on the site. Feel free to check it out!

