



EAST TENNESSEE STATE
UNIVERSITY

QUILLEN ETSU PHYSICIANS

Module 4: Ordering Labs

Provider Training Module
Allscripts Touchworks EHR

Quillen EHR Team
Phone: (423) 282-6122, Option 1

June 2020

MODULE INSTRUCTIONS

There are a total of 5 modules that need to be completed prior to the on-site training. It is **REQUIRED** that you complete all of the modules **PRIOR** to training.

These modules are intended to serve two purposes: as an introduction to the system, and as a reference. The modules are very detailed. As such, we don't expect you to retain all of the information in the slides before training; however, we encourage you to print the PDFs, as you will be able to refer back to them as you begin to use the system.

Training will consist mainly of mock practice sessions, so a basic knowledge of the system prior to training is essential. If you have any problems completing these modules, please contact the EHR team. (Contact info is on Slide 1 of each module).

THE ACI SCREEN – ORDERS TAB

From the Clinical Desktop, click on the “Beaker” icon to pull up the ACI.



A screenshot of the 'Add Clinical Item' window in a clinical application. The window title is 'Add Clinical Item'. The patient information at the top reads 'ALLSCRIPTS, Brad 13-Aug-1975 (44 years) M' and the appointment is '13-May-2020'. The 'Orders' tab is active, and within it, the 'Lab' subtab is selected (highlighted with a red box). The 'Lab' subtab shows a list of lab tests with checkboxes, including 'COVID-19 Lab Orders', 'Hyperagulable Studies', 'Toxicity Labs', '2019 Coronavirus Disease (COVID-19)', 'Aldolase', 'C - Reactive Protein (CRP)', 'CBC Automated Differential', 'Comprehensive Metabolic Panel (CMP)', and 'Drug Screen, Urine'. A blue callout box points to the 'Lab' subtab with the text: 'Notice that you are still on the Orders tab, but you are now on the Labs subtab.' A yellow callout box at the bottom of the window contains the text: 'This is the same screen where you ordered your medications. You will order your Med Admin, Immunizations, Labs, Radiology, Procedures, Follow ups, Referrals, and Patient Education from this screen. All of these tabs work the same as the history tabs, i.e., you can create Quick Lists and Favorites Lists, as well as folders.' The bottom of the window shows 'DUR Alerts: Drug-Drug (0) | PAR (0) | Disease (0) | Dup Therapy (1) | Dose (0)' and 'OK' and 'Cancel' buttons.

COVID-19 WORKFLOW

1. Two tests are typically ordered (Flu Type A/B and the Covid). Both are ordered under Dr. Moorman's name using one of the diagnosis codes listed in the box below.
2. The order goes to a worklist that is monitored by case managers throughout the day.
3. The case managers call the patients daily until the Covid result is received. They document the call in a **Case Management note** and if needed, they will create and mail/fax a work excuse.
4. **Flu results**— Dr. Moorman verifies the result. The case managers call the patient with the result (positive or negative), and forward the result to the actual ordering provider using a **Go To Lab Result task** so they can follow up as needed.
5. **COVID-19 results**— Dr. Moorman verifies and the case manager lets the patient know when the result is negative and mails the result to the patient. The case manager will also send a **Go To Lab Result task** to the PCP. For positive COVID-19 results, Dr. Moorman will contact the patient, the PCP, and the Health Department. Case Managers will follow up with the patient for the 14-day quarantine period and will mail results upon request.

R68.89— Suspected 2019 novel coronavirus infection
B34.2— Diagnosed or confirmed COVID-19
Z20.828— Exposure to COVID-19

THE ACI SCREEN – MED ADMIN

ALLSCRIPTS, Brad 13-Aug-1975 (44 years) M Appointment: 13-May-2020

History Builder Orders

Supplies

Problem - based RX Med Admin Immun Lab Procs Findings FU/Ref Instruct

To Be Done: 

Entering For: ALLSCRIPTS, Provider

b12

- B-12 Plus Folic Acid 250
- B-12 Super Strength 50
- B-12 TR 1000 MCG Ora
- B-12 TR 2000 MCG Ora
- B-12-SL 1000 MCG Sub
- B12 Fast Dissolve 500
- B12 Folate 800-800 M
- B12 Injection 100 mcg
- B12 Injection 1000 mcg
- B12 Injection 500 mcg
- B12-Active 1 MG Oral
- CVS B-12 1000 MCG/15
- CVS B-12 500 MCG Ora
- CVS B-12 5000 MCG S
- CVS B12 2500 MCG Or

Time period: On Before After Approximately

Before next appointment
With next appointment
Postoperative
Preoperative
interval Postoperative
interval Preoperative
Never
Childhood
Unknown
Adolescence

Date: June 4 2018 AnyTime Now

June 2018

Sun	Mon	Tue	Wed	Thu	Fri	Sat
27	28	29	30	31	1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

July 2018

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31	1	2	3	4
5	6	7	8	9	10	11

months << >> Today

04Jun2018

OK Cancel

Clicking the calendar icon opens up this screen. You can click the "Now" button to pull in the current date

Ordering a med is similar to ordering on the Rx screen. Fill in the To Be Done field (by clicking on the calendar icon and choosing "Now", then fill in the Entering For provider field. (You can do this on every Orders tab). Check the box next to the med you want to order.

THE ACI SCREEN – MED ADMIN

Medication Details

TEST, Janet 12-Jul-1954 (63 years) F Appointment: 13-May-2020

Order Entry Record w/o Ordering

B12 Injection 1000 mcg For: [1] Low vitamin B12 level

Co-Pay and Coverage Detail

Sig Status... Active;

Wt: 124.74 Kg 04 May 2018 Ht: 167.64 cm 04 May 2018 BSA :2.29

SIG: Personal New Structured New Free Text Dosage Calculator

(125 Chars) Total Daily Dose:

INJECT 1000 MCG

To Be Done

DUR Alerts: Drug-Drug (0) | PAR (0) | Disease (0) | Dup Therapy (0) | Dose (0) Adult Dose Range Checking is not available.

Allergic To: Bee sting, Strawberry

Save and Return to ACI Save and Close ACI Cancel

On the medication Details screen, fill in the Link to field and the sig information. Click Save and Return to ACI if you have more items to order. Click Save and Close ACI if you are finished ordering.

THE ACI SCREEN – IMMUNIZATION TAB

History Builder Orders **Immun** Lab Rad Procs Findings FU/Ref Instruct Supplies

To Be Done: 04Jun2018 01:55 PM Priority

Entering For: ALLSCRIPTS, Provider Supervised By: ALLSCRIPTS, Provider

PPD My Favorites OFF Record w/o Ordering

Order Entry Record Administration Record w/o Ordering

PPD, tuberculin skin test; purified protein derivative soluti For: [1] Health Maintenance

Wt : 124.74 Kg 04 May 2018 Ht : 167.64 cm 04 May 2018 BSA : 2.29

SIG : Personal New Structured New Free Text

INJECT 1 ML Subcutaneous

To Be Done: 04Jun2018 01:55PM Routine Overdue In: 0 Days Critical DAW

Schedule None

Additional Details

On the Immunization tab, search for the immunization you want to order. Click the box next to the item you want to order. The Immunization Details screen will open up. Link the immunization and enter the sig information. This order will also generate a task to your nurse so she/he can document the administration details.

THE ACI SCREEN – LAB TAB

The screenshot displays the ACI Lab Tab interface. On the left, the 'Problems' section lists several conditions, with 'Bleeding disorder' (ICD-10: D69.9) highlighted in red. The 'Orders' section shows a 'Comprehensive Metabolic Panel (CMP)' order with a checked checkbox. The 'Lab' tab is highlighted in red in the top navigation bar. A yellow callout box contains the following text:

If you have selected a dx and filled in the “Entering For” field, when you check the box next to the lab(s) that you want to order, you should only get a small (1) after it. A secondary screen will NOT open.

A word of warning about this, however: **All of our labs are set to default to our lab** (Orchard – located on the 2nd floor of the Clinical Education Building). If your patient wants this lab to be drawn at a different facility, you will need to right click this order and choose Edit.

THE ACI SCREEN – PERFORMING LOCATION

The screenshot shows the 'Order Details' window for a patient named TEST, Janet, 12-Jul-1954 (63 years) F. The order is for a 'Basic Metabolic Panel (BMP)'. The 'For:' field contains '[1] Diabetes mellitus', the 'Status' is 'Active', and the 'To Be Done' date is '13Jun2014'. The 'Perform:' field is currently set to 'Orchard Lab'. The 'Send to Performing Location' dropdown menu is open, showing options: 'Send to Performing Location', 'Print Requisition', and 'Send to Performing Location'. The 'Ordered By', 'Supervised By', and 'Managed By' fields are all set to 'ALLSCRIPTS, Provider'. A list of performing locations is visible on the right side of the screen, including Bristol Regional Medical Center, East TN Ambulatory Surgery Center, ETSU Heart, ETSU Osteoporosis Center, FlowSheet, Franklin Woods, Holston Valley Hospital, Holston Valley Imaging Center, In Office, Indian Path Med Ctr, Johnson City Family Medicine, Johnson City Medical, Johnson County Hospital, Johnston Memorial Hospital, Kingsport Family Medicine, Laboratory, Mountain State Imaging, Mountain View Hospital, Northside Hospital, Norton Community Hospital, Not Applicable, On Site, Orchard Lab, Other, Pathology, Pikeville Medical Center, Quillen Fertility & Women's Services, Radiology, Radiology Facility, Sycamore Shoals, Unicoi County Memorial Hospital, Volunteer Parkway Imaging Center, Wellmont CVA Heart Institute, and Women's Health & Imaging.

On the Order Details screen, go to the Perform: field, and change the location from Orchard Lab to the appropriate location. If the location isn't available, you can choose "Other." If you choose any location other than Orchard Lab, you will also have to change the Send to Performing Location field to Print Requisition. Once you commit your changes, you will get a print dialog box so the requisition can be printed and given to the patient.

LINKING TIPS FOR LABS

There are some very strict requirements to linking a lab to a patient diagnosis, as insurance will not pay for the lab if it is linked incorrectly. **If you fail to link the lab appropriately, your patient will have to pay out-of-pocket for their labs.** Please review the following tips carefully, and when in doubt, ask your preceptor or nurse.

1. **NEVER** link the lab to the Health Maintenance Z00.00 code. This is available on every patient's chart, but insurance will NOT pay for the majority of items linked to the Z00.00 code.
2. **ALWAYS** link labs to an **Active Problem** (i.e., never link to a PMH, SocHx or FH item.)
3. To get insurance to pay for a lab that you are ordering to screen for a particular diagnosis, search for the word "**SCREENING**" on the Active tab. There are multiple options to choose from.
4. If you aren't sure what to link to, ask your preceptor or nurse. They can help you choose an appropriate diagnosis.

FAILED MEDICAL NECESSITY CHECKING

Failed Medical Necessity Checking

TEST, Courtney 19-Jun-2010 (7 years) F Chart Update: 05-

Medicare is likely to deny payment for the following procedure because it may not be reasonable and necessary.

Procedure: Ferritin 82728
Linked Problem: Hypertension, uncontrolled
Dx Code and Description: (I10)Essential (primary) hypertension

Reason: DX Not Covered

This procedure may not be covered by Medicare for the diagnoses associated with the problems you selected to link. Choose one of the following actions to address this warning:

- Link a problem associated with a covered diagnosis from the patient's problem list (top of covered problem list, if any)
- Link a problem associated with a covered diagnosis and have it added to patient's problem list (shown after patient's problems)
- Record ABN waiver disposition and continue with existing order and linked problems
- Remove order

Covered Diagnoses:

Patient Covered Diagnoses (3 items)			
Link	Covered Problem	ICD-9	ICD-10
<input type="checkbox"/>	Ankle pain	719.47	M25.579
<input type="checkbox"/>	Arthralgia of left knee	719.46	M25.562
<input type="checkbox"/>	Irregular heartbeat	427.9	I49.9

All Covered Diagnoses (497 items)			
Link	Covered Problem	ICD-9	ICD-10
<input type="checkbox"/>	Abnormal intestinal absorption	579.9	K90.9

ABN Waiver Disposition

A signed ABN waiver is needed before provision of services. Indicate the status of the ABN waiver.

Patient signed ABN and accepts financial responsibility
 Patient signed ABN and does not accept financial responsibility
 Patient refused to sign ABN
 ABN not obtained

Medicare rules administered by National Heritage Insurance Company (NH).
 For more information, refer to: <http://cms.hhs.gov>

Some labs require a medical necessity diagnosis according to payer guidelines. The system will check for these. And if a covered diagnosis is not chosen, a Failed Medical Necessity Checking screen will open. It suggests covered diagnoses from the patient's problem's list. It also shows All Covered Diagnoses that are available. Choose the correct diagnosis based on clinical presentation. The lab will have the patient sign the ABN Waiver, if needed.

THE ACI SCREEN - RADIOLOGY

ALLSCRIPTS, Brad 13-Aug-1975 (44 years) M Appointment: 13-May-2020

History Builder Orders

Problem - based Rx Med Admin Immun Lab **Rad** Procs Findings FU/Ref Instruct Supplies

To Be Done: [] To Be Performed Priority

Entering For: ALLSCRIPTS, Provider Supervised By: []

My Favorites ON Record w/o Ordering

- CT Lung Screening
- DXA - To Be Done at Dr. Hamdy's Office (77080)
- Fluoroscopy-Guided Spinal Injection
- Lumbar Puncture Diag
- Mammogram - Screening - Bilateral
- Mammogram - Screening Bilateral w / Tomography
- Nuclear Med
- US - Gallblad

Searching tips for Radiology items:

- Xrays** – search for xray (one word, no hyphen)
- Ultrasounds** – search for US
- MRIs** – search for MRI

DUR Alerts: Drug-Drug (0) | PAR (0) | Disease (0) | Dup Therapy (0) | Dose (0)

OK Cancel

All radiology orders will be printed once the order is committed.
Radiology orders are not currently transmitted electronically.
(Although we're working on that!)

THE ACI SCREEN - PROCEDURES

The screenshot shows the ACI Procedures screen. At the top, there are tabs for 'History Builder', 'Orders', 'Problem - based', 'Rx', 'Med Admin', 'Immun', 'Lab', 'Rad', 'Procs' (highlighted with a red box), 'Findings', 'FU/Ref', 'Instruct', and 'Supplies'. Below the tabs, there are fields for 'To Be Done:', 'To Be Performed', and 'Priority'. There are also search fields for 'Entering For:' and 'Supervised By:'. A search bar at the bottom left contains the text 'cat'. A list of procedures is displayed, each with a checkbox. Some procedures have '(Performed At Clinic)' in parentheses. A keyboard overlay is visible on the right side of the screen. At the bottom, there are 'OK' and 'Cancel' buttons.

The Procedures tab is where you will order procedures that are performed in the clinic, as well as procedures that will be done elsewhere. If the procedure has **(Performed At Clinic)** in parentheses after it, it will not print a requisition. Instead, a task will be generated to either your nurse or a scheduler in your office so the procedure can be set up.

THE ACI SCREEN – FOLLOWUP/REFERRAL

History Builder Orders

Instruct Supplies

Problem - based Rx Med Admin Immun Lab Rad Procs Findings **FU/Ref**

To Be Done: [] To Be Performed

Entering For: ALLSCRIPTS, Provider Supervised By: ALLSCRIPTS, Provider

follow up My Favorites OFF Record w/o Ordering

<input type="checkbox"/> 1 day Follow up	<input type="checkbox"/> 2 week Follow up
<input type="checkbox"/> 1 month Follow up	<input type="checkbox"/> 2 year Follow up
<input type="checkbox"/> 1 week Follow up	<input type="checkbox"/> 3 day Follow up
<input type="checkbox"/> 1 year Follow up	<input type="checkbox"/> 3 month Follow up
<input type="checkbox"/> 1-2 month Follow up	<input type="checkbox"/> 3 week Follow up
<input type="checkbox"/> 1-2 week Follow up	<input type="checkbox"/> 3-4 week Follow up
<input type="checkbox"/> 10 day Follow up	<input type="checkbox"/> 3-5 day Follow up
<input type="checkbox"/> 10 month Follow up	<input type="checkbox"/> 3-5 month Follow up
<input type="checkbox"/> 10 week Follow up	<input type="checkbox"/> 4 day Follow up
<input type="checkbox"/> 11 month Follow up	<input type="checkbox"/> 4 month Follow up
<input type="checkbox"/> 11 week Follow up	<input type="checkbox"/> 4 week Follow up
<input type="checkbox"/> 12 week Follow up	<input type="checkbox"/> 4-6 month Follow up
<input type="checkbox"/> 168 day Follow up	<input type="checkbox"/> 4-6 week Follow up
<input type="checkbox"/> 2 day Follow up	<input type="checkbox"/> 5 day Follow up
<input type="checkbox"/> 2 month Follow up	<input type="checkbox"/> 5 month Follow up

Dup Therapy (0) | Dose (0)

OK Cancel

History Builder Orders

Instruct Supplies

Problem - based Rx Med Admin Immun Lab Rad Procs Findings **FU/Ref**

To Be Done: [] To Be Performed

Entering For: ALLSCRIPTS, Provider Supervised By: ALLSCRIPTS, Provider

referral My Favorites OFF Record w/o Ordering

<input type="checkbox"/> Alcohol Rehabilitation and Detoxification Referral	<input type="checkbox"/> Colorectal Referral
<input type="checkbox"/> Alcohol Rehabilitation Referral	<input type="checkbox"/> Combined Alcohol and Drug Rehabilitation
<input type="checkbox"/> Allergy/Immunology Referral	<input type="checkbox"/> Combined Alcohol and Drug Rehabilitation
<input type="checkbox"/> Audiology Referral	<input type="checkbox"/> Community Service Referral
<input type="checkbox"/> Autism Referral	<input type="checkbox"/> Cytopathology Referral
<input type="checkbox"/> Behavioral Health Referral - Cherokee Psychology / ...	<input type="checkbox"/> Dentistry Referral
<input type="checkbox"/> Behavioral Health Referral - Frontier Health	<input type="checkbox"/> Dermatology Referral
<input type="checkbox"/> Behavioral Health Referral - Outside Provider	<input type="checkbox"/> Detoxification Therapy Referral
<input type="checkbox"/> Cardiac Rehab Referral	<input type="checkbox"/> Diabetes Treatment/Teaching Center Ref
<input type="checkbox"/> Cardiology Referral	<input type="checkbox"/> Diabetic (Dilated) Eye Exam Referral
<input type="checkbox"/> Cardiovascular Surgery Referral	<input type="checkbox"/> Dietitian Referral
<input type="checkbox"/> Chiropractic Referral	<input type="checkbox"/> Drug Rehabilitation and Detoxification Re
<input type="checkbox"/> Circumcision Referral	<input type="checkbox"/> Drug Rehabilitation Referral
<input type="checkbox"/> Cleft Palate & Lip Referral	<input type="checkbox"/> Endocrinology Referral
<input type="checkbox"/> Colonoscopy Referral	<input type="checkbox"/> ENT Referral

The FU/Ref tab is where you will order all of your followup and referral orders. Ordering the followup here will send a task to the front desk, so when the patient checks out, they can make the appointment. Referrals will send a task to either your nurse or your referral clerk so the referral can be set up.

Tip: To find all of the available follow ups, type “follow” in the search field. To find referrals, type “referral” in the search field.

THE ACI SCREEN - INSTRUCTIONS

The screenshot shows the 'Instruct' tab in the ACI interface. The 'Instruct' tab is highlighted with a red box. The search bar contains the text 'diet'. A list of diet instructions is displayed, each with a checkbox and a brief description. A yellow callout box is overlaid on the list, providing instructions on how to document patient education.

The Instructions tab is where you will document all of your patient education. These instructions will show up in your note, and will appear on the patient's Clinical Summary. If you can't find a specific education item, you may use the generic "Verbal Education Provided" or "Education Provided."

History Builder | Orders | **Instruct** | Supplies

Problem - based | Rx | Med Admin | Immun | Lab | Rad | Procs | Findings | FU/Ref | **Instruct** | Supplies

Entering For: ALLSCRIPTS, Provider | Supervised By: ALLSCRIPTS, Provider

diet | My Favorites | OFF | Record w/o Ordering

- Anti-inflammatory diet, Pain patients (Information about an anti-inflammatroy diet for pain reduction was provided to the p
- Bladder dietary irritants, avoid (Avoid foods that irritate the bladder.)
- Diabetes diet, specified calories (Follow a diabetic diet with 1500 calories.)
- Diabetic diet, child, general (Some general comments about diet for a child with diabetes.)
- Diarrhea diet (We suggest that you follow a special diet until your diarrhea is better.)
- Diarrhea Education (Diet education provided for managing diarrhea.)
- Diet and exercise to lose weight for optimal health (Instructed patient to diet and exercise to lose weight
- Diet education, child/adolescent (We recommend you offer your child a diet that is low in fat and rich in fr
- Diet Instruction (Free Text Instructions)
- Diet, add soy (We suggest that you eat more soy in your diet.)
- Diet, bland, progress from (After you have tolerated bland foods for 2 days, you may gradually go back to
- Diet, bland, progress to child (After 8 hours on a clear liquid diet, you can start to add foods.)
- Diet, BRAT (We reco
- Diet, calcium non-d
- Diet, calcium, incre
- Diet, cardiac (A diet
- Diet, clear liquid, inf
- Diet, clear liquids (E

Disease (0) | Dup Therapy (0) | Dose (0)

OK | Cancel

THE ACI SCREEN - SUPPLIES

The screenshot shows the 'Supplies' tab in the ACI system. The interface includes a top navigation bar with tabs for 'History Builder', 'Orders', and 'Supplies' (which is highlighted with a red box). Below the navigation bar, there are search fields for 'Entering For' and 'Supervised By', both set to 'ALLSCRIPTS, Provider'. A search input field contains the text 'ace'. Below the search field, a list of items is displayed with checkboxes: 'Ace Bandage', 'Ace Bandage 3"', 'Ace Bandage 4"', and 'Ace Bandage 6"'. A yellow text box is overlaid on the screen, providing instructions on how to use the Supplies tab. At the bottom of the screen, there are status indicators for 'Disease (0)', 'Dup Therapy (0)', and 'Dose (0)', along with 'OK' and 'Cancel' buttons.

To Be Performed

Entering For: ALLSCRIPTS, Provider Supervised By: ALLSCRIPTS, Provider

ace My Favorites OFF Record w/o Ordering

- Ace Bandage
- Ace Bandage 3"
- Ace Bandage 4"
- Ace Bandage 6"

Disease (0) | Dup Therapy (0) | Dose (0)

OK Cancel

The Supplies tab is for in-house supplies only. These orders do not go to the pharmacy. So, for example, if you have provided the patient with an Ace bandage, you can order it in the system so it will appear in your note.

THE ACI SCREEN – PROBLEM-BASED

The screenshot displays the ACI Problem-Based interface. On the left, the 'Problems' list shows 'Dermatitis' highlighted with a red box. The 'Medications' list on the left includes 'Betamethasone Valerate 0.1 %'. The main area shows the 'Problem-based' tab selected, with 'Dermatitis' circled in red. Below this, the 'Orders' section is visible, containing a list of items: 'Rx Betamethasone Valerate 0.1 % External Cream', 'Follow-ups and Referrals', '1 day Follow up', '1 month Follow up', and 'Podiatry Referral'. The 'Rx' item is highlighted with a red box. The interface also shows 'Send To Retail' set to 'WALGREENS DRUG STORE 11113' and 'Entering For' set to 'ALLSCRIPTS, Provider'.

There is a shortcut for ordering, which is on the Problem-Based tab. As you begin to use the system, it will remember the items that you ordered for particular diagnoses. So, if you have a patient with dermatitis, and you have ordered items and linked them to that dx in the past, you can go to the Problem-Based tab, assess dermatitis (by clicking on the paper icon), and all of your orders will appear on the right. Once you have highlighted a diagnosis, if you want to order one of the items, simply click in the first field next to that item. Then click OK and commit.

FUTURE ORDERS

Sometimes, you'll want to create an order to be done in the future. To do this, simply click on the calendar next to the **To Be Done:** field and put in the future date.

The screenshot shows a software interface with a 'History Builder' and 'Orders' tabs. The 'To Be Done:' field is highlighted with a red box. Below it, a date selection dialog box is open, showing a calendar for April and May 2013. The date '17' is selected. The dialog box also includes options for 'Time period', 'Date' (On, Before, After, Approximately), 'Interval' (0 months), and 'Jump' (2 months).

When choosing a future date, you **MUST** pick an actual date. You can NOT use the "Before next appt," or "Approximately" options. These orders will NOT cross the interface to the lab.

The orders will drop into the lab's computer system **2 weeks** before the To Be Done date, and will remain for **3 months**. So, that gives you a wide window from which to choose.

REMINDERS

You can also set reminders for orders. Say, for example, the patient will be due for her mammogram at her next visit, in approximately 6 months. A reminder can be set which will do two things: appear in the next note that is opened, and send your nurse a task when the order comes due. To set a reminder, right click on the item and choose Edit.

The screenshot displays a medical software interface with several panels. On the left, there are sections for 'Problems', 'Medications', and 'Allergies'. The main area is titled 'Orders' and contains a list of medical orders. A right-click context menu is open over one of the orders, 'Mammogram - Screening', with the 'Reminder' option highlighted by a red rectangular box. The interface includes various search and filter options, such as 'To Be Done', 'To Be Performed', and 'Priority'. A keyboard layout is visible on the right side of the screen.

REMINDERS

MAMMO MAMMO SCREEN DIGITAL BIL W CAD For: [1] Health Maintenance

HMP Reminder Details Status: Active

The **TODO Date** will automatically be calculated from the **Most Recent Date** any time a more recent date exists in the patient chart. When there is no previous occurrence, then the **TODO Date** will be equal to the **Start Date**

Recurrence

Daily Every 1 years

Weekly

Monthly

Yearly

Age Based

Start Date

Start 04Jun2018

When no previous instance exists in the patient's chart

End Date

No End Date

End After: 27

End By:

Years

5 10 15 20 25 30 35 40 45 50 55

60 65 70 75 80 85 90 95 100 105 110

Order First Instance

Defer Temporarily Defer until:

Defer Permanently

Planned by ALLSCRIPTS, Provider

Once you choose **Reminder** from the menu, the details screen will pop up. To set the reminder, simply link it to a problem (the Health Maintenance code will work fine here, although a more specific diagnosis is preferable), then choose a rate of recurrence (# of days, weeks, months, or years), a start date (if different than the current date), and an end date, if you only want a certain number of reminders. Click **Save and Return**.

When the reminder comes due, the task will be sent to the person whose name is in the **Planned by:** field. If you are a nurse, put the provider's name in this field, so the task will come back to your **Clinical Staff task list**, and not directly to your "My Active" tasks.

POPULATION HEALTH

- As more of our payer contracts move toward value-based programs, the Population Health team was created in order to meet the growing needs, focusing on meeting the demands of our value-based programs.
- Manage 20+ value-based programs, including the UPL, ACO, CPC+, MIPS, TennCare PCMH, and all of the payer-specific programs.
- Meet monthly with payers.
- Obtain and maintain PCMH certification for our primary care clinics.
- Works with the EHR team, clinics, staff, residents and faculty to implement new workflows and track progress throughout the year.
- Check out the population health measures we strive to meet on our website at <https://www.quillenphysiciansehr.com/populationhealth.html>



EAST TENNESSEE STATE
UNIVERSITY

PLEASE PROCEED TO THE NEXT MODULE – NOTES