



EAST TENNESSEE STATE
UNIVERSITY

QUILLEN ETSU PHYSICIANS

Module 5: Notes

Provider Training Module
Allscripts Touchworks EHR

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

June 2021

MODULE INSTRUCTIONS

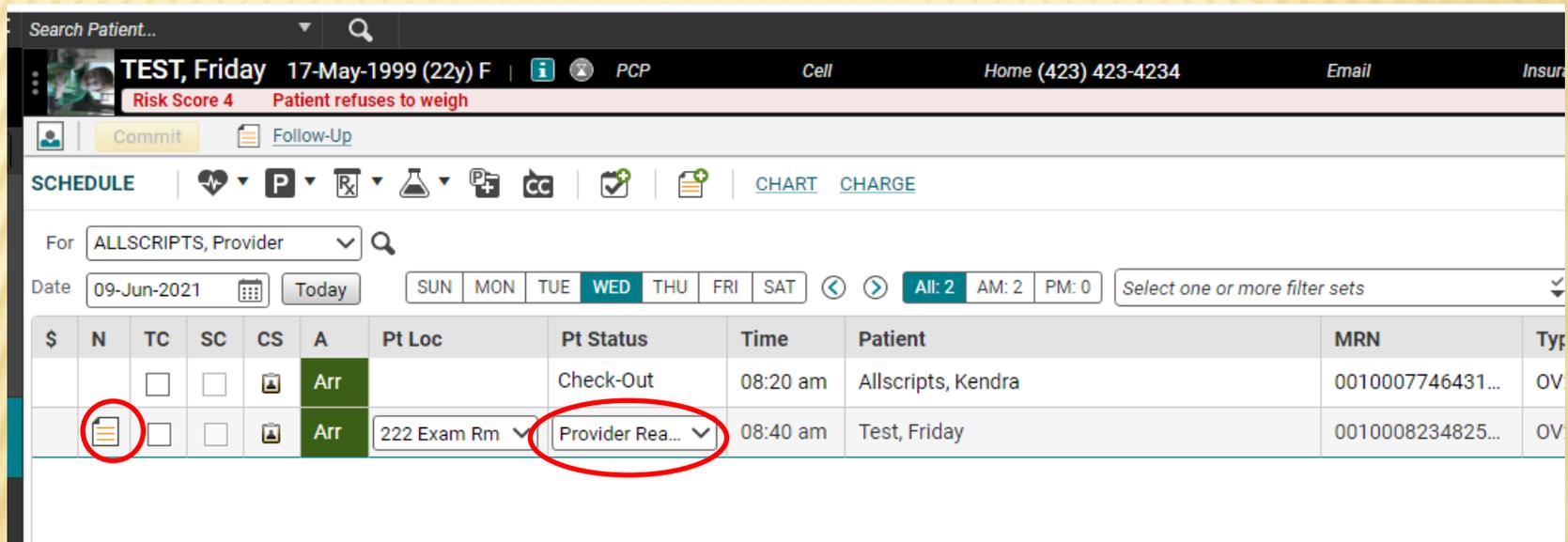
There are a total of 5 modules that need to be completed prior to the on-site training. It is **REQUIRED** that you complete all of the modules **PRIOR** to training.

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).

OPENING A NOTE STARTED BY NURSE

In most of the clinics, your nurse will start your note for you. She/he will open the note, put in the chief complaint and possibly a reason for visit, and then save and close the note. Once the note has been started, it will appear on your Daily Schedule with a “note”  icon in the “N” field. To begin documentation on your patient, **make sure** that the Pt Status is set to **Provider Ready**, and then **double click the note icon** to open your note in “edit” mode. (Slide 7 shows you the “edit” mode)



Search Patient...

TEST, Friday 17-May-1999 (22y) F | PCP | Cell | Home (423) 423-4234 | Email | Insur

Risk Score 4 Patient refuses to weigh

Commit Follow-Up

SCHEDULE | | | | | | | | | CHART CHARGE

For ALLSCRIPTS, Provider

Date 09-Jun-2021 Today SUN MON TUE WED THU FRI SAT All: 2 AM: 2 PM: 0 Select one or more filter sets

\$	N	TC	SC	CS	A	Pt Loc	Pt Status	Time	Patient	MRN	Typ
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Arr		Check-Out	08:20 am	Allscripts, Kendra	0010007746431...	OV
		<input type="checkbox"/>	<input type="checkbox"/>		Arr	222 Exam Rm	Provider Rea...	08:40 am	Test, Friday	0010008234825...	OV



STARTING YOUR OWN NOTE

If your nurse does not start your note for you, once he/she changes the status to **Provider Ready**, double click on the patient's name. This takes you to the Chart. Click the paper with the plus sign on the Chart or the Note section in the Action Bar.

The screenshot displays a medical software interface for a patient named ALLSCRIPTS, Kendra. The interface includes a search bar, a patient summary bar, and a navigation menu on the left. The 'Note' option in the menu is circled in red. The main area shows a list of active problems, with the 'Note' icon (a document with a plus sign) circled in red in the top right corner of the chart area.

Name	ICD-10	Last Assessed	Managed By
Chronic			
Abdominal pain, recurrent	R10.9	04Jun2021	Foster, Allison (G...
Abnormal vaginal bleeding	N93.9	28Jun2019	Livingston, Ama...
BMI 33.0-33.9,adult	Z68.33	09Jun2021	Livingston, Ama...
Colon cancer screening	Z12.11	09Mar2021	Livingston, Ama...
Current severe episode of major depressiv...	F32.3	09Dec2020	Livingston, Ama...
Dysphagia	R13.10	08Dec2020	Livingston, Ama...
Fatigue	R53.83	09Dec2020	Livingston, Ama...
Hypertension	I10	09Dec2020	Livingston, Ama...
Major depressive disorder with single epis...	F32.5	09Dec2020	Livingston, Ama...
Pelvic pain	R10.2	09Dec2020	Livingston, Ama...
Strep tonsillitis	J03.00	09Dec2020	Livingston, Ama...

NOTE SELECTOR

The Note Selector screen allows you to choose the type of note you are going to create. Click the drop down next to **Visit Type** and choose the note type. We suggest you talk to your preceptor about what note type to choose.

The screenshot shows the 'Note Selector' interface for a patient named 'TEST, Epic Female 26-Jan-1942 (79y) F'. The appointment date is '02-Jun-2021'. The 'Note' type is selected, and the 'Specialty' is 'Internal Medicine'. The 'Visit Type' dropdown is open, showing a list of options including 'Diabetes/Nutrition Education Record', 'Nutrition Visit', 'PreOp Clearance', 'Behavioral Health', 'Chart Documentation', 'Communication', 'Consult Visits', 'Follow-Up Visits', 'Health Maintenance', and 'Nursing Visits'. The 'Follow-Up' option under 'Follow-Up Visits' is highlighted.

Ensure that correct appointment date in upper right.

NOTE IN "EDIT" MODE

Patient Name, age and DOB

Appointment date/visit type

Clinical Toolbar

Chart

Table of Contents

Table of Contents (Left Panel):

- Preventive
- Chief Complaint
 - Chief Complaint
- Reason For Visit
 - Reason For Visit - IM
- Active Problems
- History of Present Illness
 - History of Present Illness**
 - Acne (Follow-Up)
- Review of Systems
 - Complete-Female
- Past Medical History
 - No new statement - PMH
- Social History
 - No new statement - SH
- Family History
 - No new statement - FH
- Surgical History
 - No new statement - Surgic
- Current Meds
 - No new statement - Curre
- Allergies
- Immunizations
- Vitals
- Physical Exam
 - General Multi-System Exa
 - PHQ-9 Depression Questio
- Procedure

ACNE (FOLLOW-UP) Section:

Type: Type I: Mild Type II: Moderate Type III: Mod-Severe Type IV: Severe

Status: Well controlled Stable Poorly Controlled

Interval Symptoms:	New	Denies	Resolved	Improved	Stable	Worse
Comedones	<input type="checkbox"/>					
Pimples	<input type="checkbox"/>					
Cysts	<input type="checkbox"/>					
Acne Face	<input type="checkbox"/>					
Acne Shoulders	<input type="checkbox"/>					
Acne Back	<input type="checkbox"/>					
Acne Chest	<input type="checkbox"/>					
Other	<input type="checkbox"/>					

Associated Symptoms: Dry Skin Skin Erythema Skin Irritation Oligomenorrhea

Medications: None Adherent Side Effects

TABLE OF CONTENTS

The screenshot displays the Epic EMR interface for a patient named TEST, Epic Female, born 26-Jan-1942 (79y). The interface includes a top navigation bar with patient information, a left sidebar with a Table of Contents, and a main content area with a section heading and a form.

Table of Contents: A yellow arrow points to the left sidebar, which lists various sections of the note. The 'History of Present Illness' section is highlighted in green.

Section Heading: A red arrow points to the 'ACNE (FOLLOW-UP)' section heading in the main content area.

Form: A red arrow points to the form content below the section heading, which includes fields for Type, Status, Comorbid Illnesses, Interval Events, Interval Symptoms, and Associated Symptoms.

Table of Contents:

- Preventive
- Chief Complaint
- Reason For Visit
- Active Problems
- History of Present Illness
- History of Present Illness
- Acne (Follow-Up)
- Review of Systems
- Past Medical History
- Social History
- Family History
- Surgical History
- Current Meds
- Allergies
- Immunizations
- Vitals
- Physical Exam
- Procedure

Section Heading: ACNE (FOLLOW-UP)

Form:

Type:

- Type I: Mild
- Type II: Moderate
- Type III: Mod-Severe
- Type IV: Severe

Status:

- Well controlled
- Stable
- Poorly Controlled

Comorbid Illnesses:

- None
- Polycystic Ovarian Syndrome
- Adrenal Tumor
- Ovarian Tumor

Interval Events:

- None

Interval Symptoms:

	New	Denies	Resolved	Improved	Stable	Worse
Comedones	<input type="checkbox"/>	<input type="radio"/>				
Pimples	<input type="checkbox"/>	<input type="radio"/>				
Cysts	<input type="checkbox"/>	<input type="radio"/>				
Acne Face	<input type="checkbox"/>	<input type="radio"/>				
Acne Shoulders	<input type="checkbox"/>	<input type="radio"/>				
Acne Back	<input type="checkbox"/>	<input type="radio"/>				
Acne Chest	<input type="checkbox"/>	<input type="radio"/>				
Other	<input type="checkbox"/>	<input type="radio"/>				

Associated Symptoms:

- Dry Skin
- Skin Erythema
- Skin Irritation
- Oligomenorhea

Medications:

- None
- Adherent
- Side Effects

Disease Management:

The Table of Contents contains all the sections of the note, and any associated forms. The forms will always be indented beneath the section heading. It is suggested that you use the Table of Contents to scroll through your note. To navigate, simply scroll down until you reach the desired section.

- Chronic Pain Management (Chronic Pain Management) - Sizemore, Dana; Enc: 15-Aug-2018 - Chart Update...
- sJCFM Psychology Documents - Livingston, Amanda; Enc: 10-Aug-2018 - Form Encounter - Livingston, Am...
- Medical Student Note (Medical Student Note) - Moore, Jason; Enc: 22-Jun-2018 - Chart Update - Williams, ...
- UroGyn Note (UroGyn Note) - Huffaker, R Keith; Enc: 12-Jun-2018 - Chart Update - Huffaker, R Keith (Obst...
- UroGyn Note (UroGyn Note) - Huffaker, R Keith; Enc: 12-Jun-2018 - Chart Update - Huffaker, R Keith (Obst...

TABLE OF CONTENTS

As you click on each section header in the Table of Contents...

The screenshot displays a medical form interface. On the left is a 'Table of Contents' sidebar with various sections. The 'Physical Exam' section is highlighted in yellow, and a black arrow points from the text above to it. The main area shows the 'General Multi-System Exam' form, which is partially expanded. A yellow callout box with a black arrow points to the 'Ears, Nose, Mouth, and Throat' section header, stating: "...that section will open up so that you can document your information." The form includes sections for 'Chaperone', 'Constitutional', 'Head and Face', 'Eyes', 'Ears, Nose, Mouth, and Throat', 'Neck', 'Pulmonary', and 'Cardiovascular'. Each section contains specific examination items with radio buttons for 'Normal' and 'Abnormal' and a text input field. At the bottom, there are buttons for 'View Output', 'Sign', 'Final', 'Author', 'Recompile', 'Copy Forward', 'Show Uncopied Form Data', 'Save & Close', 'Save', and 'Close'.

Section	Item	Normal	Abnormal	Text Field
Chaperone	Present	<input type="radio"/>	<input type="radio"/>	<input type="text"/>
	Refused	<input type="radio"/>	<input type="radio"/>	<input type="text"/>
	Not Needed	<input type="radio"/>	<input type="radio"/>	<input type="text"/>
Constitutional	General Appearance:	<input type="radio"/>	<input type="radio"/>	<input type="text"/>
	Examination of the Head and Face:	<input type="radio"/>	<input type="radio"/>	<input type="text"/>
Head and Face	Palpation of the Face and Sinuses:	<input type="radio"/>	<input type="radio"/>	<input type="text"/>
	Inspection of Conjunctiva and Lids:	<input type="radio"/>	<input type="radio"/>	<input type="text"/>
Eyes	Examination of Pupils and Irises:	<input type="radio"/>	<input type="radio"/>	<input type="text"/>
	Ophthalmoscopic Examination:	<input type="radio"/>	<input type="radio"/>	<input type="text"/>
Ears, Nose, Mouth, and Throat	External Inspection of Ears and Nose:	<input type="radio"/>	<input type="radio"/>	<input type="text"/>
	Otoscopic Examination:	<input type="radio"/>	<input type="radio"/>	<input type="text"/>
	Assessment of Hearing:	<input type="radio"/>	<input type="radio"/>	<input type="text"/>
	Inspection of Nasal Mucosa, Septum, and ...:	<input type="radio"/>	<input type="radio"/>	<input type="text"/>
Neck	Inspection of Lips, Teeth, and Gums:	<input type="radio"/>	<input type="radio"/>	<input type="text"/>
	Examination of Oropharynx:	<input type="radio"/>	<input type="radio"/>	<input type="text"/>
Pulmonary	Examination of Neck:	<input type="radio"/>	<input type="radio"/>	<input type="text"/>
	Examination of Thyroid:	<input type="radio"/>	<input type="radio"/>	<input type="text"/>
	Assessment of Respiratory Effort:	<input type="radio"/>	<input type="radio"/>	<input type="text"/>
	Percussion of Chest:	<input type="radio"/>	<input type="radio"/>	<input type="text"/>
Cardiovascular	Palpation of Chest:	<input type="radio"/>	<input type="radio"/>	<input type="text"/>
	Auscultation of Lungs:	<input type="radio"/>	<input type="radio"/>	<input type="text"/>
	Palpation of Heart:	<input type="radio"/>	<input type="radio"/>	<input type="text"/>
	Auscultation of Heart:	<input type="radio"/>	<input type="radio"/>	<input type="text"/>
	Carotid Arteries:	<input type="radio"/>	<input type="radio"/>	<input type="text"/>
	Abdominal Aorta:	<input type="radio"/>	<input type="radio"/>	<input type="text"/>

RIGHT SIDE - CHART VIEW

GENERAL MULTI-SYSTEM EXAM - INTERNAL MEDICINE Brief Comprehensive **All Normal** **Previous Exam**

General Multi-System Exam

Chaperone

Clothed? Draped?

Constitutional
General Appearance:

Head and Face
Examination of the Head and Face:
Palpation of the Face and Sinus:

Eyes
Inspection of Conjunctiva and Sclera:
Examination of Pupils and Iris:
Ophthalmoscopic Examination:

Ears, Nose, Mouth, and Throat
External Inspection of Ears and Throat:
Otoscope Examination:
Assessment of Hearing:
Inspection of Nasal Mucosa, Septum, and Uvula:
Inspection of Lips, Teeth, and Gums:

Examination of Oropharynx: Normal Abnormal

Neck
Examination of Neck: Normal Abnormal
Examination of Thyroid: Normal Abnormal

Pulmonary
Assessment of Respiratory Effort: Normal Abnormal
Percussion of Chest: Normal Abnormal
Palpation of Chest: Normal Abnormal
Auscultation of Lungs: Normal Abnormal

Cardiovascular
Palpation of Heart: Normal Abnormal
Auscultation of Heart: Normal Abnormal
Carotid Arteries: Normal Abnormal
Abdominal Aorta: Normal Abnormal

Note Output Health Management/Reminders Problem Medications Orders Labs
Imaging and Procedures Allergies Chart Viewer Flowsheets Vitals Immunizations

9-Jun-2021 4:28 pm Status: Needs Input Find...

Follow-Up

Active Problems

Chronic

1. Abdominal pain, recurrent (R10.9)
2. Abnormal vaginal bleeding (N93.9)
3. BMI 33.0-33.9, adult (Z68.33)
4. Colon cancer screening (Z12.11)
5. Current severe episode of major depressive disorder with psychotic features without prior episode (F32.3)
6. Dysphagia (R13.10)
7. Fatigue (R53.83)
8. Hypertension (I10)
9. Major depressive disorder with single episode, in full remission (F32.5)
10. Pelvic pain (R10.2)
11. Strep tonsillitis (J03.00)
12. Substance use disorder (F19.90)
13. Type 2 diabetes mellitus (E11.9)
14. Wound infection after surgery (T81.49XA)

Acute

15. Acute pain of both knees (M25.561,M25.562)

Health Maintenance/Risks

16. Current every day smoker (F17.200)
17. Encounter for screening for infections with predominantly sexual mode of transmission (Z11.3)

Past Medical History

Chronic

- History of Encounter for laboratory testing for COVID-19 virus (Z20.822)
- History of gout (Z87.39)
- History of Malignant neoplasm of left kidney (Z85.528)
- History of prolonged NICU stay
- History of spontaneous abortion (Z87.59)
- History of vaginitis (Z87.42)

Acute

- History of Projectile vomiting with nausea (R11.12)

Social History Problems

Annotate
Audit Document Hx Task Attach As Result Print Fax Invalidate

Final Author Recompile Copy Forward Show Uncopied Form Data Save & Close Save Close

NOTE OUTPUT TAB

Note Output Health Management/Reminders Problem Meds Med Actions
Orders Labs Imaging and Procedures Allergies Chart Viewer Flowsheets
Vitals Immunizations

5-May-2021 8:47 am Status: Needs Input Find... A* A*

Follow-Up

Active Problems
Chronic
1. ADHD (F90.9)
2. Bronchitis (J40)
 start on Z-pack and codeine cough syrup
3. Colon cancer screening (Z12.11)
4. Conductive hearing loss (H90.2)
5. Developmental language disorder (F80.9)
6. Diabetes (E11.9)
7. Difficulty of mother performing breastfeeding (Z39.1)
8. Dysphagia (R13.10)
9. E. coli UTI (urinary tract infection) (N39.0,B96.2)
10. Encounter for immunization (Z23)
11. Encounter for Papanicolaou smear of cervix (Z12.4)
12. Encounter for vaccination (Z23)
13. Hepatocellular carcinoma (C22.0)
14. History of graft versus host disease (Z86.2)
15. Hypertension (I10)
16. Hypertension (I10)
17. Nicotine addiction (F17.200)
18. PCOS (polycystic ovarian syndrome) (E28.2)
19. Pelvic pain (R10.2)
20. Pressure-related ear pain (T70.0XXA)
21. Screening mammogram, encounter for (Z12.31)
22. Swelling of ankle joint (M25.473)
23. Thoracic outlet syndrome (S54.0)
24. Thoracic outlet syndrome (S54.0)
25. Type 2 diabetes mellitus with stage 3a chronic kidney disease, without long-term current use of insulin (E11.22,N18.31)
26. UTI (urinary tract infection) due to Enterococcus (N39.0,B95.2)
27. Wound infection after surgery (T81.49XA)
Acute
28. Endocarditis, acute (I33.9)
29. Impetigo (L01.00)

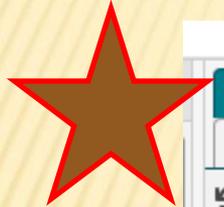
Annotate
Audit Document Hx Task Attach As Result Print Fax

Preventive
Quality Measures ... Lock
1m 6m 1y 5y All Filtering: Current Encounter
Item Name
Have you ever had a pneumococcal vaccine? (age 65+)
Have you had a flu shot this season? (Oct 1 - March 31)
Have you had colorectal cancer screening?
Colorectal Cancer Screening: who performed / where / when?
Colonoscopy
Have you had a mammogram within the past 24 months?
Show Show All Hide All Remove Cited View New Advanced Result Citation
PHQ-9 Lock
1m 6m 1y 5y All Filtering: Current Encounter
There are no items to show in this view. There are no items present in this flowsheet
Show Show All Hide All Remove Cited View New Advanced Result Citation
Chief Complaint
Reason For Visit
Active Problems

View Output Sign Final Author Recompile Copy Forward Show Uncopied Form Data Security Codes Audit Save & Close Save Close

○ The Note Output is how you see what your note looks like.

SEARCH IN NOTE OUTPUT



The screenshot displays a medical software interface. At the top, there is a navigation bar with tabs for 'Note Output', 'Health Management/Reminders', 'Problem', 'Meds', 'Med Actions', 'Orders', and 'Labs'. Below this, there are more tabs for 'Imaging and Procedures', 'Allergies', 'Chart Viewer', 'Flowsheets', 'Vitals', and 'Immunizations'. The main content area shows a search for 'e. coli' in the 'Status: Needs Input' field. Below the search bar, there are filters for 'All', 'Established', and 'Referral Letter'. The search results are displayed under the 'ESTABLISHED' filter, showing a list of 'Active Problems'. The 9th item in the list is 'E. coli UTI (urinary tract infection) (N39.0,B96.20)', which is highlighted in yellow. A red arrow points from the search input field to this highlighted item.

Note Output Health Management/Reminders Problem Meds Med Actions Orders Labs
Imaging and Procedures Allergies Chart Viewer Flowsheets Vitals Immunizations

6-May-2021 10:19 am

Status: Needs Input e. coli

All Established Referral Letter

ESTABLISHED

Active Problems

Chronic

1. ADHD (F90.9)
2. Bronchitis (J40)
start on Z-pack and codeine cough syrup
3. Colon cancer screening (Z12.11)
4. Conductive hearing loss (H90.2)
5. Developmental language disorder (F80.9)
6. Diabetes (E11.9)
7. Difficulty of mother performing breastfeeding (Z39.1)
8. Dysphagia (R13.10)
9. E. coli UTI (urinary tract infection) (N39.0,B96.20)
10. Encounter for immunization (Z23)
11. Encounter for Papanicolaou smear of cervix (Z12.4)
12. Encounter for vaccination (Z23)
13. Hepatocellular carcinoma (C22.0)
14. History of graft versus host disease (Z86.2)
15. Hypertension (I10)

NOTE OUTPUT

✗ Carbon Copies.

Note Output Health Management/Reminders Problem Meds Med Actions Orders
 Labs Imaging and Procedures Allergies Chart Viewer Flowsheets Vitals
 Immunizations
 5-May-2021 2:00 pm
 Status: Needs Input Find... A+ A+
 All Established Referral Letter
 ater surgery (181.49XA)
 ate (I33.9)
 R TEXT BOX FROM THE GRAY AREA.
 ness
 erness: Info typed in forms including free text
 n.
 (Follow-Up):
 new onset of pelvic pain, denies vulvar pain and denies dyspareunia.
 sella turcica syndrome (E23.0)
 d diabetic maculopathy with retinopathy and macular edema associated with
 ue to underlying condition (E08.311)
 n (H57.9)
 ma (S05.90XA)
 a (H40.9)
 Z86.59)
 ack pain (Z87.39)
 • History of dumping syndrome (Z87.19)
 • History of miscarriage (Z87.59)
Acute
 • History of Abdominal pain, acute (R10.9)
 PT's chronic pain started after MVA in 2018.
Social History
Problems
 • Current every day smoker (F17.200)
 • Employed as farmer
 • Exercises occasionally (Z78.9)
 • Former smoker (Z87.891)
 • History of Inadequate healthcare resources
 • Inavailability of community resources (Z59.9)
 • Limited access to community support services (Z75.3)
 • No tobacco/smoke exposure
Annotate
 Audit Document Hx Task Attach As Result Print Fax Invalidate

- Previous Versions.
- Increase/decrease font size in Note Output.

Carbon Copies
 TEST, Friday 17-May-1999 (21y) F Appointment: 03-Nov-2020
 All Established Referral Letter
 There are no items to show in this view
 Likely Recipients Manual

	Care Team Member	Role	Relationship	Specialty	Comments	City/State	Office Number
<input type="checkbox"/>	Test, Friday	Patient				Bristol/TN	
<input type="checkbox"/>	Livingston, Amanda	Note Owner				Johnson City...	
<input type="checkbox"/>	Summers, Jeffrey MD	RefProv1-Encou...		Internal Medicine		Kingsport/TN	

 Patient Care Team

	Care Team Member	Role	Relationship	Specialty	Comments	City/State	Office Number
<input type="checkbox"/>	HUMSTON DO, ELI...	Primary Care P...				JOHNSON CI...	(423) 282-80...
<input type="checkbox"/>	Marsh, Jeremiah ...			Neurology		Johnson City...	(423) 439-72...
<input type="checkbox"/>	TEST, Susan	Family Member	Mother				
<input type="checkbox"/>	Marsh, Jeremiah ...					Johnson City...	(423) 439-72...
<input type="checkbox"/>	Mcstuffs, doc						
<input type="checkbox"/>	Briggs, Monaco	Care Giver		Adolescent Me...			

 Edit Delete Resubmit Add Patient AdHoc OK Cancel

- You can create a task.
- Precepting providers can Invalidate notes from here.

NOTE OUTPUT

- ✘ Must refresh by using refresh circle or Save to view info typed in forms.
- ✘ Click on gray space to free text. A larger text box pops open. Apply changes.
- ✘ Section headers only show up if you enter something in that section.
- ✘ Gray space free text works but not recommended workflow.
- ✘ ETSU EHR recommends using Note Output for viewing, not typing.
- ✘ ETSU EHR recommends free text boxes for typing free text.
- ✘ The Note Output view doesn't scroll with you.

Note Output Health Management/Reminders Problem Meds Med Actions Orders Labs

Imaging and Procedures Allergies Chart Viewer Flowsheets Vitals Immunizations

5-May-2021 1:22 pm Status: Final Find... A* A

Office Visit

Active Problems

Chronic

1. ADHD (F90.9)
2. Bronchitis (J40)
3. Colon cancer screening (Z12.11)
4. Conductive hearing loss (H90.2)
5. Developmental language disorder (F80.9)
6. Diabetes (E11.9)
7. Difficulty of mother performing breastfeeding (Z39.1)
8. Dysphagia (R13.10)
9. E. coli UTI (urinary tract infection) (N39.0,B96.20)
10. Encounter for immunization (Z23)
11. Encounter for Papanicolaou smear of cervix (Z12.4)
12. Encounter for vaccination (Z23)
13. Hepatocellular carcinoma (C22.0)
14. History of graft versus host disease (Z86.2)
15. Hypertension (I10)
16. Hypertension (I10)
17. Nicotine addiction (F17.200)
18. PCOS (polycystic ovarian syndrome) (E28.2)
19. Pelvic pain (R10.2)
20. Pressure-related ear pain (T70.0XXA)
21. Screening mammogram, encounter for (Z12.31)
22. Swelling of ankle joint (M25.473)
23. Thoracic outlet syndrome (G54.0)
24. Thoracic outlet syndrome (G54.0)
25. UTI (urinary tract infection) due to Enterococcus (N39.0,B95.2)
26. Wound infection after surgery (T81.49XA)

Acute

27. Endocarditis, acute (I33.9)
28. Impetigo (L01.00)

History of Present Illness

Pelvic Pain, Chronic (Follow-Up):
Interval symptoms: new onset of pelvic pain, denies vulvar pain and denies dyspareunia.
Bronchitis, Chronic (Brief): Symptoms: purulent sputum.

Annotate

Audit Document Hx Task Attach As Result Print Fax Invalidate Sign Office Visit

EDITING TEXT USING GRAY AREA

The screenshot displays a medical software interface. On the left, a large text box contains the text "THIS IS THE LARGER TEXT BOX FROM THE GRAY AREA|". A callout box with a light gray background and a thin border contains two bullet points: "○ This is what it looks like when you click in the gray space in Note Output." and "○ Don't forget to Apply Changes.". A red star is positioned above the text box, and a red arrow points from the "Apply Changes" button at the bottom to the "Active Problems" list on the right. The "Active Problems" list includes items such as "1. ADHD (F90.9)", "2. Bronchitis (J40)", "3. Colon cancer screening (Z12.11)", "4. Conductive hearing loss (H90.2)", "5. Developmental language disorder (F80.9)", "6. Diabetes (E11.9)", "7. Difficulty of mother performing breastfeeding (Z39.1)", "8. Dysphagia (R13.10)", "9. E. coli UTI (urinary tract infection) (N39.0,B96.20)", "10. Encounter for immunization (Z23)", "11. Encounter for Papanicolaou smear of cervix (Z12.4)", "12. Encounter for vaccination (Z23)", "13. Hepatocellular carcinoma (C22.0)", "14. History of graft versus host disease (Z86.2)", "15. Hypertension (I10)", "16. Hypertension (I10)", "17. Nicotine addiction (F17.200)", "18. PCOS (polycystic ovarian syndrome) (E28.2)", "19. Pelvic pain (R10.2)", "20. Pressure-related ear pain (T70.0XXA)", "21. Screening mammogram, encounter for (Z12.31)", "22. Swelling of ankle joint (M25.473)", "23. Thoracic outlet syndrome (G54.0)", "24. Thoracic outlet syndrome (G54.0)", "25. UTI (urinary tract infection) due to Enterococcus (N39.0,B95.2)", "26. Wound infection after surgery (T81.49XA)", "27. Endocarditis, acute (I33.9)", and "28. Impetigo (L01.00)". Below the list is a section for "History of Present Illness" with a text area containing "Pelvic Pain, Chronic (Follow-Up): Interval symptoms: new onset of pelvic pain, denies vulvar pain and denies dyspareunia. Bronchitis, Chronic (Brief): Symptoms: purulent sputum." At the bottom, there are buttons for "Apply Changes" (highlighted with a red box) and "Cancel". The interface also shows a top navigation bar with "CHART" and "CHARGE" options, and a right sidebar with various medical action buttons like "Note Output", "Health Management/Reminders", "Problem", "Meds", "Med Actions", "Orders", "Imaging and Procedures", "Allergies", "Chart Viewer", "Flowsheets", "Vitals", and "Immunizations".

THIS IS THE LARGER TEXT BOX FROM THE GRAY AREA|

- This is what it looks like when you click in the gray space in Note Output.
- Don't forget to Apply Changes.

Apply Changes Cancel

DATA ENTERED IN FORMS

Add Note Form Add Text Entry Add Image Note Details (1/3)

HISTORY OF PRESENT ILLNESS Previous History

Info typed in forms including free text only seen in Output (on the right side) if you Save or Refresh

PELVIC PAIN, CHRONIC (FOLLOW-UP)

Pelvic Pain, Chronic (Follow-Up):

^ Disease Type

Chronic Pelvic Pain Myofascial Pelvic Pain Syndrome

Status

Doing Well Unchanged

Interval Events: None

Interval Symptoms:

	New	Denies	Resolved	Improved	Stable	Worse
<input type="checkbox"/> None	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/> Pelvic Pain	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Vulvar Pain	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Dysmenorrhea	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Dyspareunia	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Abdominal Pain	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Vulvovaginal Pain	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Cramping	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Other	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

^ Associated Symptoms

Depression Pain with BMs Urinary Urgency

Anxiety Dysuria Urinary Frequency

Sleep Disturbance

Pain Levels: None

Medications: None Adherent Side Effects

Lifestyle: None

^ Disease Management

1. Info entered into forms is only seen in Note Output if you Save or Refresh.

5-May-2021 1:42 pm

Save

Note Output Health Management/Reminders Problem Meds Med A

Imaging and Procedures Allergies Chart Viewer Flowsheets Vitals

Status: Needs In

Established

20. Pressure-related ear pain (T70.0XXA)

21. Screening mammogram, encounter for (Z12.31)

22. Swelling of ankle joint (M25.473)

23. Thoracic outlet syndrome (G54.0)

24. Thoracic outlet syndrome (G54.0)

25. Type 2 diabetes mellitus with stage 3a chronic kidney disease, without long-term insulin (E11.22,N18.31)

26. UTI (urinary tract infection) due to Enterococcus (N39.0,B95.2)

27. Wound infection after surgery (T81.49XA)

Acute

28. Endocarditis, acute (I33.9)

29. Impetigo (L01.00)

THIS IS THE LARGER TEXT BOX FROM THE GRAY AREA.

History of Present Illness

History of Present Illness: Info typed in forms including free text.

Pelvic Pain, Chronic (Follow-Up):

Interval symptoms: new onset of pelvic pain, denies vulvar pain and denies dysp

Past Medical History

Chronic

- History of Abnormal sella turcica syndrome (E23.0)
- History of Advanced diabetic maculopathy with retinopathy and macular edema due to underlying condition (E08.311)
- History of Eye lesion (H57.9)
- History of Eye trauma (S05.90XA)
- History of Glaucoma (H40.9)
- History of anxiety (Z86.59)
- History of chronic back pain (Z87.39)
- History of dumping syndrome (Z87.19)
- History of miscarriage (Z87.59)

Acute

- History of Abdominal pain, acute (R10.9)

Pt's chronic pain started after MVA in 2018.

Social History

Problems

- Current every day smoker (F17.200)
- Employed as farmer

Annotate

Audit Document Hx Task Attach As Result Print Fax

Final Author Recompile Copy Forward Show Uncopied Form Data Security Codes Audit Save & Close Save Close

NOTE INPUT (ENTERING DATA)

TEST, Friday 17-May-1999 (21y) F | PCP | Cell | Home (423) 423-4234 | Email | Directives | Insurance BLUE SHIELD OF TN BLUECARE | MRN 001000823482501 | Other | MED & NONMED | R | FYI

Review before release of medical records | Patient goes by Fry fry

Commit | Established | Behavioral Health - Scheduled Visit (FM) | 03-Nov-2020 | Michael, Gary | Appointment | Exam 136B | Provider Ready | Post

NOTE ... | CHART | CHARGE

Add Note Form | Add Text Entry | Add Image | Note Details (2/3)

Preventive

Quality Measure | Lock

1m | 6m | 1y | 5y | All | Filtering: Current Encounter

Item Name

○ Note Inputs created for this encounter.

Colonoscopy

Have you had a mammogram within the past 24 months?

Show | Show All | Hide All | Remove Cited View | New | Advanced Result Citation

PHQ-9 | Lock

1m | 6m | 1y | 5y | All | Filtering: Current Encounter

There are no items to show in this view. | There are no items present in this flowsheet

Chief Complaint

Reason For Visit

Active Problems

Chronic

1. ADHD (F90.9)
2. Bronchitis (J40)
3. Colon cancer screening (Z12.1)
4. Conductive hearing loss (H90.1)
5. Developmental language disorder (F80.1)
6. Diabetes (E11.9)
7. Difficulty of mother performing
8. Dysphagia (R13.10)
9. E. coli UTI (urinary tract infection) (N39.0,B96.20)
10. Encounter for immunization (Z23)
11. Encounter for Papanicolaou smear of cervix (Z12.4)
12. Encounter for vaccination (Z23)
13. Hepatocellular carcinoma (C22.0)
14. History of graft versus host disease (Z86.2)
15. Hypertension (I10)
16. Hypertension (I10)
17. Nicotine addiction (F17.200)
18. PCOS (polycystic ovarian syndrome) (E28.2)
19. Pelvic pain (R10.2)
20. Pressure-related ear pain (T70.0XXA)
21. Screening mammogram, encounter for (Z12.31)
22. Swelling of ankle joint (M25.473)
23. Thoracic outlet syndrome (G54.0)
24. Thoracic outlet syndrome (G54.0)
25. Type 2 diabetes mellitus with stage 3a chronic kidney disease, without long-term current use of insulin (E11.22,N18.31)
26. UTI (urinary tract infection) due to Enterococcus (N39.0,B95.2)
27. Wound infection after surgery (T81.49XA)

Acute

28. Endocarditis, acute (I33.9)
29. Impetigo (L01.00)

THIS IS THE LARGER TEXT BOX FROM THE GRAY AREA.

Med Actions | Orders

Labs | Imaging and Procedures | Allergies | Chart Viewer | Flowsheet | Vitals

5-May-2021 2:00 pm | Status: Needs Input | Find...

All | Established | Referral Letter

ESTABLISHED

Active Problems

Chronic

1. ADHD (F90.9)

2. Bronchitis (J40)

3. Colon cancer screening (Z12.1)

4. Conductive hearing loss (H90.1)

5. Developmental language disorder (F80.1)

6. Diabetes (E11.9)

7. Difficulty of mother performing

8. Dysphagia (R13.10)

9. E. coli UTI (urinary tract infection) (N39.0,B96.20)

10. Encounter for immunization (Z23)

11. Encounter for Papanicolaou smear of cervix (Z12.4)

12. Encounter for vaccination (Z23)

13. Hepatocellular carcinoma (C22.0)

14. History of graft versus host disease (Z86.2)

15. Hypertension (I10)

16. Hypertension (I10)

17. Nicotine addiction (F17.200)

18. PCOS (polycystic ovarian syndrome) (E28.2)

19. Pelvic pain (R10.2)

20. Pressure-related ear pain (T70.0XXA)

21. Screening mammogram, encounter for (Z12.31)

22. Swelling of ankle joint (M25.473)

23. Thoracic outlet syndrome (G54.0)

24. Thoracic outlet syndrome (G54.0)

25. Type 2 diabetes mellitus with stage 3a chronic kidney disease, without long-term current use of insulin (E11.22,N18.31)

26. UTI (urinary tract infection) due to Enterococcus (N39.0,B95.2)

27. Wound infection after surgery (T81.49XA)

Acute

28. Endocarditis, acute (I33.9)

29. Impetigo (L01.00)

THIS IS THE LARGER TEXT BOX FROM THE GRAY AREA.

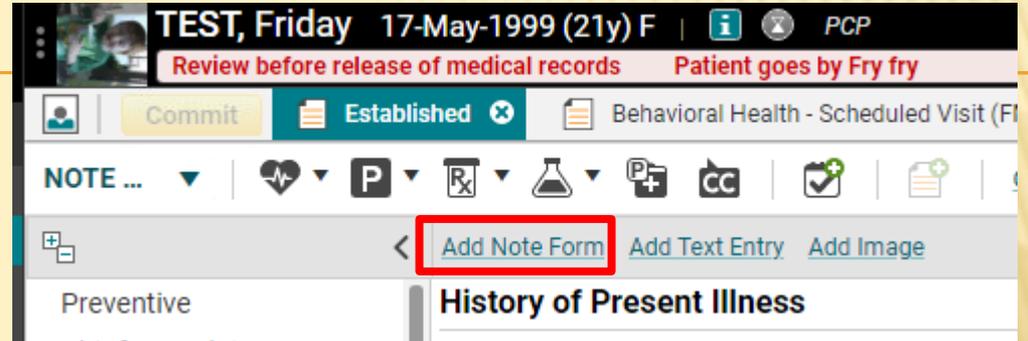
Annotate

Audit | Document Hx | Task | Attach As Result | Print | Fax | Invalidate

View Output | Sign | Final | Author | Recompile | Copy Forward | Show Uncopied Form Data | Security Codes | Audit | Save & Close | Save | Close

ADD NOTE FORM

Most popular note forms are in HPI and procedure section.



○ Be sure you have the right section selected.

○ To move or delete form, you would still need to right click on it.

Established Behavioral Health - Scheduled Visit (FM) 03-Nov-2020 Michael, Gary Appointment Exam 136B

Note Form Selector

hypo <Filter by Form Type> History of Present Ill... My Favorites

	Form Display Name	Sex	Age	Type	Section	Spec...	Crea...	Date Created	Modi...	Date Modified	ParentWidth	FormInstan...	IsDataRowAvail...
<input type="checkbox"/>	★ Diabetic Hypoglycemia			HPIPR...	History of Pr...	Loga...	27-Mar-2011	Loga...	27-Mar-2011	0			<input checked="" type="checkbox"/>
<input type="checkbox"/>	★ Hypoglycemia Concerns			HPIPR...	History of Pr...	Allsc...	18-Dec-2009	Allsc...	18-Dec-2009	0			<input checked="" type="checkbox"/>
<input type="checkbox"/>	★ Hypothyroidism			HPIPR...	History of Pr...	Endo...	21-Sep-2009	Allsc...	11-Dec-2013	0			<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>	★ Hypothyroidism (Follow-Up)			HPIPR...	History of Pr...	Allsc...	20-Sep-2010	Allsc...	11-Dec-2013	0			<input checked="" type="checkbox"/>
<input type="checkbox"/>	↳ Hypothyroidism (Initial)			HPIPR...	History of Pr...	Allsc...	11-Jun-2009	Garl...	02-Apr-2018	0			<input checked="" type="checkbox"/>

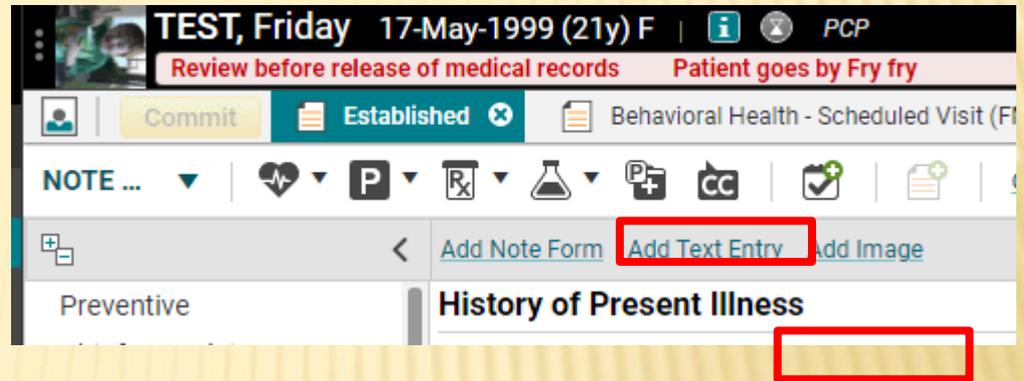
IUD Insertion IUD Removal Electrocardiogram Exercise ECG Nail Removal Pap Smear Pulmonary Function Tests...
Move Form Up Move Form Down Clear Form Delete Form

switch to Structured Content View

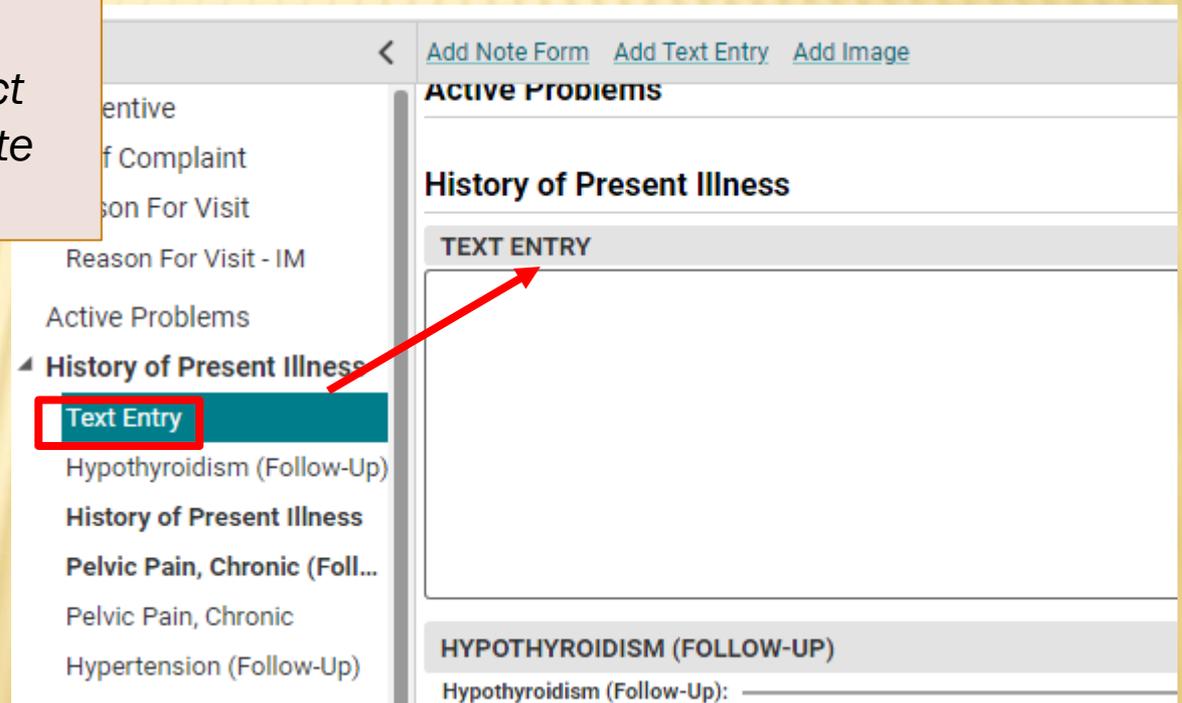
OK Cancel

ADD TEXT ENTRY

- ✘ You can add your own Free text box wherever you want!

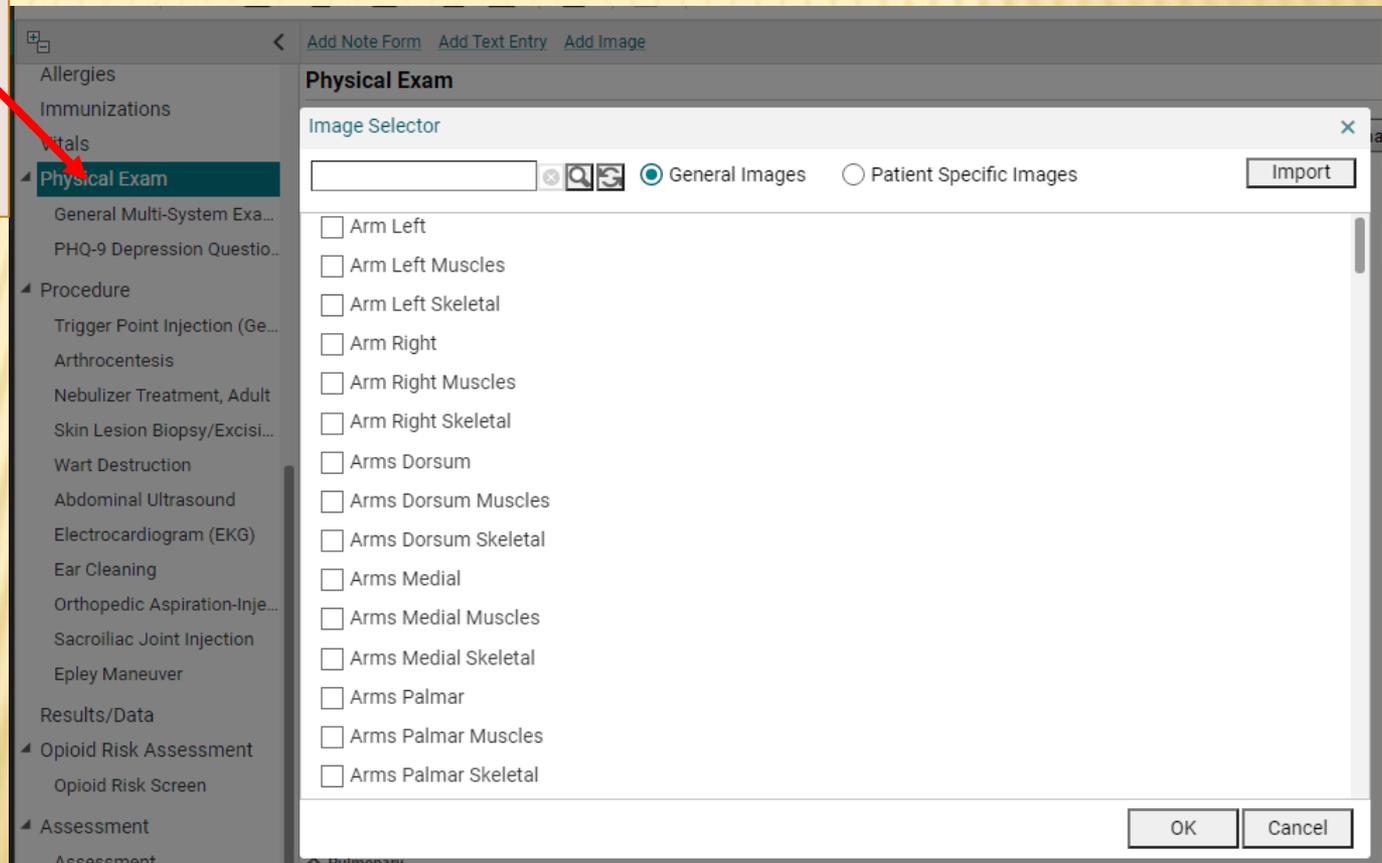
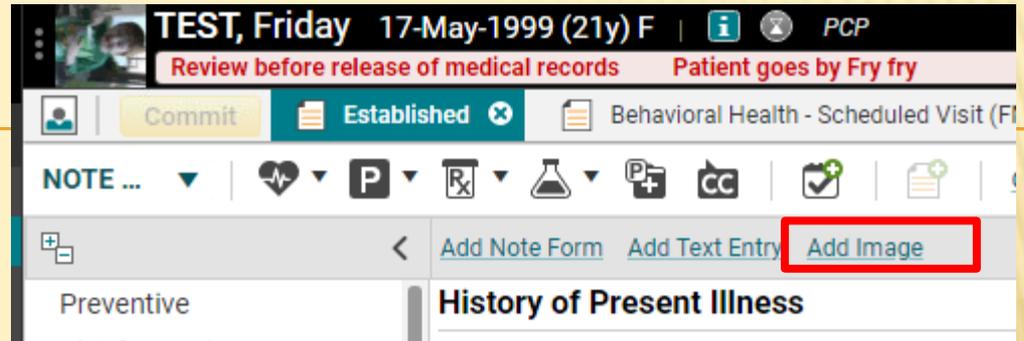


- *The department chair or medical director can contact the EHR team to update note templates too.*



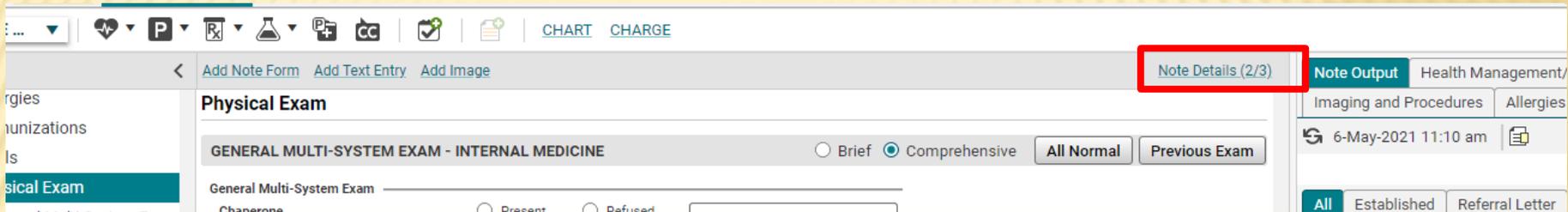
ADD IMAGE

- Be sure to use a HIPAA compliant way of uploading images.
- Use the Table of Contents (the right-side column) to determine which section you want your image.

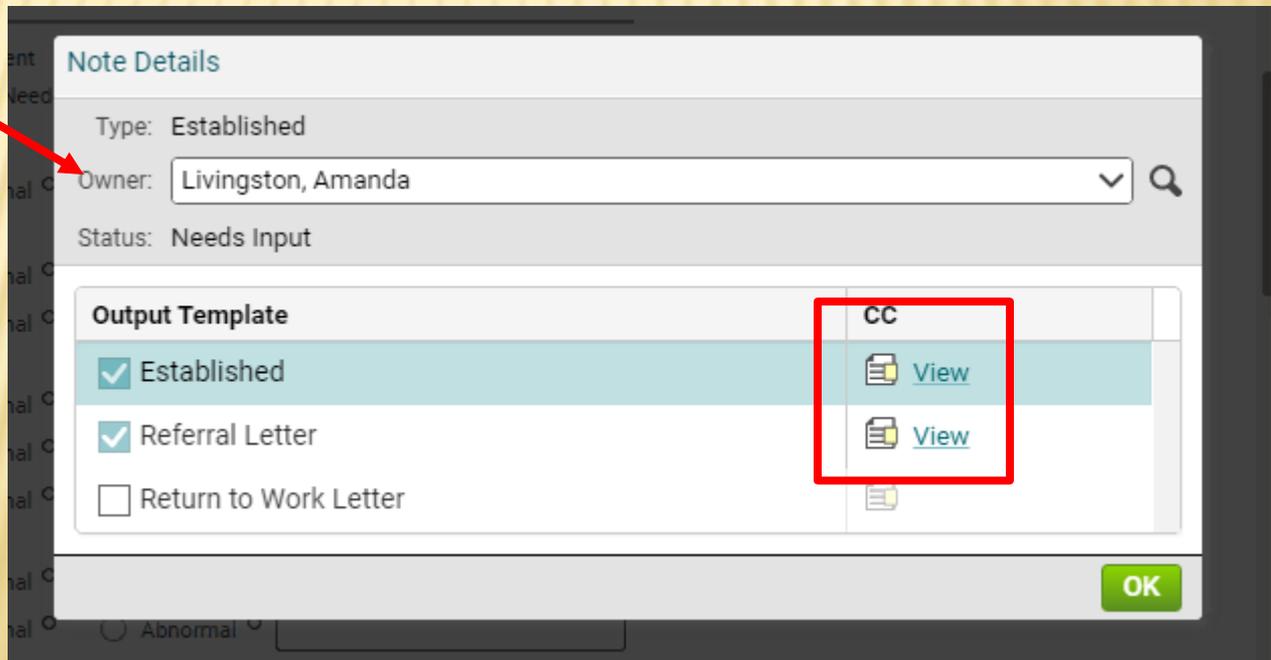


NOTE DETAILS

- ✗ Note Details show you the different output templates.
- ✗ This is where you change the Owner!!
- You can Carbon Copy from here too.



The screenshot shows the EHR interface for a 'Physical Exam' note. The 'Note Details (2/3)' tab is highlighted with a red box. The note title is 'GENERAL MULTI-SYSTEM EXAM - INTERNAL MEDICINE'. The exam type is 'Comprehensive' (selected) and 'All Normal'. The date and time are '6-May-2021 11:10 am'. The status is 'Established'.



The 'Note Details' dialog box is shown. The 'Owner' field is set to 'Livingston, Amanda'. The 'Status' is 'Needs Input'. The 'Output Template' section has a table with the following rows:

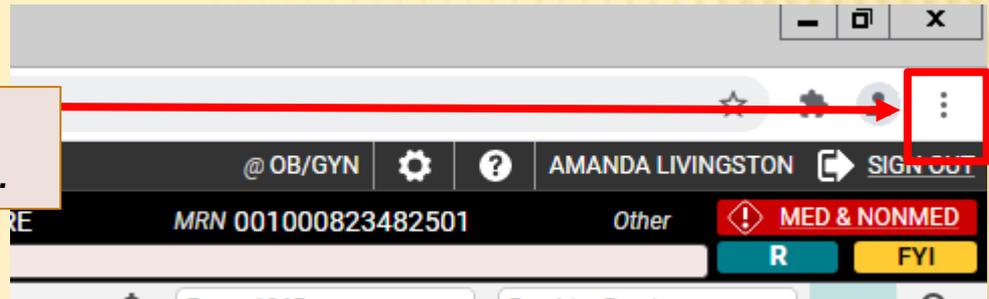
Output Template	CC
<input checked="" type="checkbox"/> Established	<input type="checkbox"/> View
<input checked="" type="checkbox"/> Referral Letter	<input type="checkbox"/> View
<input type="checkbox"/> Return to Work Letter	<input type="checkbox"/>

The 'View' buttons in the 'CC' column are highlighted with a red box. An 'OK' button is at the bottom right.

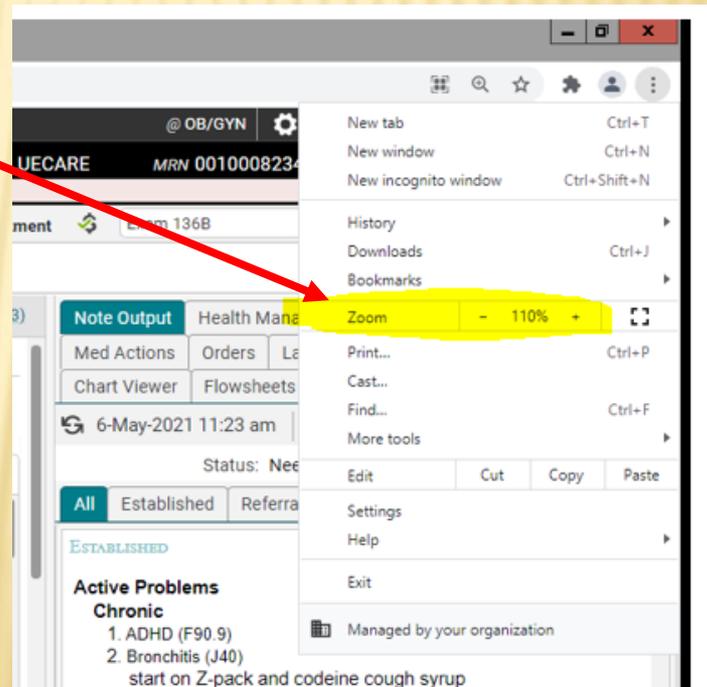
INCREASE NOTE INPUT FONT SIZE

- ✘ You can make the font bigger inside the window that you use to type up the note.

1. In very top right corner, click the 3 dots.



2. Increase your font size.
○ Only increases in increments of 10%.



NOTE SECTIONS – PATIENT CARE TEAM

The Patient Care Team is a section where clinical staff can enter members of the patient’s care team – other physicians, home health companies, and even family members/caregivers.

Patient Care Team

Lock

Show Inactive

	Care Team Memb...	Role	Relationship	Specialty	Comments	City/State	Office Numb...
	Hayel Moghada...		Physician	Family Medic...		Johnson Ci...	(423) 439-6...
	Aziz, Saba MD			Endocrinology		Johnson Ci...	(423) 439-7...
	HUMSTON DO, ...					JOHNSON ...	(423) 282-8...

Clinical Info | Demographics | Community Info | Employer/Contact | Insurance | Rx Benefit Plan | Pharmacy | Patient Care Team | Consent

Patient Care Team

Show Inactive

	Care Team Member	Role	Re	Ph	Specialty	City/State	Office Number
	Hayel Moghadam, Kamran MD					Johnson City/TN	(423) 439-6464
	Aziz, Saba MD					Johnson City/TN	(423) 439-7280
	HUMSTON DO, ELIZABETH					JOHNSON CITY/TN	(423) 282-8070
	Bird, Big						
	Hadley, Eric RES				Family Medicine	KINGSPORT/TN	(423) 245-9600
	Haddad, Ibrahim RES				Internal Medicine	Johnson City/TN	(423) 439-7280
	Monster, Cookie						
	Livingston, Logan						(423) 747-0648

ALLSCRIPTS, Kendra 03-Mar-1971 (50y) F

PHQ9 Positive Goes by Kenny

Patient Care Team entered in under i (Patient Profile Dialog) in Patient Banner.

QUALITY MEASURES

The screenshot shows a medical software interface. On the left is a navigation menu with categories like 'Preventive', 'Chief Complaint', 'Reason For Visit', etc. The main area is titled 'Preventive' and contains a dropdown menu for 'Quality Measures ...' and a 'Lock' button. Below this are filters for '1m', '6m', '1y', '5y', and 'All', with a red box indicating 'Filtering: Current Encounter'. The main content area lists several quality measures: 'Have you had a flu shot this season? (Oct 1 - March 31)', 'Have you ever had a pneumococcal vaccine? (age 65+)', 'Have you had colorectal cancer screening?', 'Colorectal Cancer Screening: who performed / where / when?', and 'Colonoscopy'. At the bottom, there are buttons for 'Show', 'Show All', 'Hide All', 'Remove Cited View', 'New', and 'Advanced Result Citation'.

Many notes have a Quality Measures section at the top. In adult medicine this captures the information around quality programs or preventive screens such as mammogram, colonoscopy, and vaccines.

NOTE SECTIONS – CHIEF COMPLAINT

Tip: Allscripts considers Chief Complaints to be symptoms, rather than diagnoses. For this reason, the system-generated CC selection is limited and includes items such as wheezing, shortness of breath, and swelling, rather than asthma, COPD, and edema.

The next section is the **Chief Complaint**. These system-generated cc are entered on the ACI.

You can add a new CC by simply clicking on **New** on the toolbar under the Chief Complaint section. Most note types also have a free-text form for more detailed documentation.

This is for a free text chief compliant.

HPI NOTE FORMS

History of Present Illness

HISTORY OF PRESENT ILLNESS

*** ANKLE PAIN

Y N Ankle Pain

Associated Symptoms:

<input type="checkbox"/> Y <input type="checkbox"/> N Swelling	<input type="checkbox"/> Y <input type="checkbox"/> N Difficulty Bearing Weight
<input type="checkbox"/> Y <input type="checkbox"/> N Redness	<input type="checkbox"/> Y <input type="checkbox"/> N Fever
<input type="checkbox"/> Y <input type="checkbox"/> N Warmth	<input type="checkbox"/> Y <input type="checkbox"/> N Chills
<input type="checkbox"/> Y <input type="checkbox"/> N Localized Bruising	<input type="checkbox"/> Y <input type="checkbox"/> N Localized Rash
<input type="checkbox"/> Y <input type="checkbox"/> N Instability	<input type="checkbox"/> Y <input type="checkbox"/> N Generalized Rash
<input type="checkbox"/> Y <input type="checkbox"/> N Stiffness	<input type="checkbox"/> Y <input type="checkbox"/> N Pain in Other Joints
<input type="checkbox"/> Y <input type="checkbox"/> N Decreased ROM	<input type="checkbox"/> Y <input type="checkbox"/> N Lateral Foot Pain

*** ANKLE SWELLING

Y N Ankle Swelling

Associated Symptoms:

<input type="checkbox"/> Y <input type="checkbox"/> N Ankle Bruising	<input type="checkbox"/> Y <input type="checkbox"/> N Weight Loss
<input type="checkbox"/> Y <input type="checkbox"/> N Ankle Pain	<input type="checkbox"/> Y <input type="checkbox"/> N Chest Pain
<input type="checkbox"/> Y <input type="checkbox"/> N Ankle Redness	<input type="checkbox"/> Y <input type="checkbox"/> N Dyspnea
<input type="checkbox"/> Y <input type="checkbox"/> N Ankle Warmth	<input type="checkbox"/> Y <input type="checkbox"/> N Fever
<input type="checkbox"/> Y <input type="checkbox"/> N Abdominal Distention	<input type="checkbox"/> Y <input type="checkbox"/> N Jaundice
<input type="checkbox"/> Y <input type="checkbox"/> N Fatigue	<input type="checkbox"/> Y <input type="checkbox"/> N Rash
<input type="checkbox"/> Y <input type="checkbox"/> N Weight Gain	<input type="checkbox"/> Y <input type="checkbox"/> N Skin Ulcers

*** BRONCHITIS, ACUTE, ADULT (BRIEF)

Brief Comprehensive

Reason for Visit:

Visit Type

Recompile

Both the Chief Complaint and the Active Problem sections are designed to pull forms into the HPI section of the note. The HPI forms are added when the problem is Assessed or the Chief Complaint is added in the ACI.

To get the form(s) to pull into the note, add a Chief Complaint or assess an Active problem, and then click the **Recompile** button.

FORMS

To add a new problem, click “P” on the Clinical Toolbar (or **New** on the gray toolbar).

Assessed problems are billable dx codes. Items that are added and assessed here, or checked on the Chart, will appear in the Assessment section of the note.

The screenshot shows a medical software interface with the following elements:

- Clinical Toolbar:** A red circle highlights the 'P' icon.
- Left Sidebar:** A red circle highlights the 'Active Problems' section.
- Active Problems Section:** A table with columns: Name, ICD-10, Last Assessed. The table contains the following data:

Name	ICD-10	Last Assessed
Bronchitis	J40	10Jun2021 Livir
Cholecystostomy care	Z43.4	06Apr2021 Pope
Chronic pain	G89.29	09Jun2021 Livir
Diabetes	E11.9	02Mar2021 Willi
Encounter for screening mammogram for ...	Z12.31	09Jun2021 Livir
Encounter for vaccination		
Infection		
Missed period		
PCOS (polycystic ovarian synd		
Pelvic pain		
Swelling of ankle joint		
- Bottom Toolbar:** A red circle highlights the 'New' button.

If the Active Problem was added at a previous visit, and you want the form to pull into the note, click the paper icon in the Active Problem section (which assesses the problem for today's visit), and then click **Recompile**. The form will pull into the HPI section.

FORMS

NOTE ... | | | | | | | | | CHART CHARGE

← Add Note Form Add Text Entry Add Image Note Details (1/3)

Preventive

Chief Complaint

Reason For Visit

Reason For Visit - IM

Active Problems

History of Present Illness

History of Present Illness

Ankle Pain

Ankle Swelling

Bronchitis, Acute, Adult (B...

Bronchitis, Chronic (Brief)

Pelvic Pain, Chronic (Follo...

Pelvic Pain, Chronic (Brief)

Pelvic Pain, Chronic

Review of Systems

Complete-Female

Past Medical History

No new statement - PMH

Social History

No new statement - SH

Family History

No new statement - FH

Surgical History

No new statement - Surgic...

Current Meds

No new statement - Curre...

Allergies

Immunizations

Due for

Urine Drug Screen Opioid Contract Renewal

Additional History: _____

*** PELVIC PAIN, CHRONIC (BRIEF) Brief Comprehensive Previous History

Reason for Visit: _____

Visit Type

Initial Evaluation Follow-Up - Routine Clinic Worsening Symptoms

Consultation

Disease Characteristics: ○ _____

Evaluation and Treatment History: ○ _____

Recent Management: ○ _____

Interval History: ○ _____

Symptoms:

None Dysmenorrhea Pain with BMs

Currently Experiencing Dyspareunia Dysuria

Pelvic Pain Abdominal Pain Cramping

Vulvar Pain Vulvovaginal Pain

Pain Levels ○

Problem Details ○

Associated Symptoms: ○ _____

Functional Limitations: ○ _____

Current Treatment: ○ _____

Pertinent History: ○ _____

*** PELVIC PAIN, CHRONIC Previous History

Reason for Visit: _____

Visit Type

Initial Evaluation Follow-Up - Routine Clinic Worsening Symptoms

Consultation

Disease Characteristics: _____

Diagnosis

Endometriosis Adenomyosis Dysmenorrhea

Pelvic Adhesions

Diagnosis Date

____ Week(s) Ago ____ Year(s) Ago ____ Date ____

Note Output Health Management

Flowsheets Vitals Immunizations

Active Problems Alpha

Name

Problems

The forms are used to document specific information related to the patient's complaints. Keep in mind, if you do not click on any items on the form, it will not appear in your note. Also, the forms have a LOT of choices—but you only need to document relevant items. Feel free to ignore the rest.

FORMS

Clicking the boxes on the forms will populate the text in the Note Output. But you must Save first!

Clicking on the small radio button (looks like a degree symbol) next to a checkbox will open up a **details form** which provides more options for charting.

Remember refresh saves.

The screenshot displays a medical software interface. On the left is a sidebar with a list of medical conditions, including 'Pelvic Pain, Chronic (Brief)'. The main area shows a 'Details' form for 'PERTINENT HISTORY' with various checkboxes and radio buttons. A red arrow points from a radio button in the 'Symptoms' section of the 'Details' form to the 'Note Output' window on the right. The 'Note Output' window shows a list of medical notes, with the following note highlighted in yellow:

*** Pelvic Pain, Chronic (Brief): The patient is being seen for an initial evaluation of chronic pelvic pain. Symptoms: pelvic pain, dysmenorrhea and dyspareunia, but no vulvar pain.

FORMS

Some of the forms will have an **All Normal** and/or **Previous Exam** option. Clicking the All Normal button will populate negative/normal text for ALL of the systems. The Previous Exam button will pull in all items from the last exam.

The screenshot displays a medical form interface for a 'Physical Exam'. On the left is a navigation menu with categories like Allergies, Immunizations, Vitals, Physical Exam, Procedure, and Care Plan. The 'Physical Exam' section is selected. The main area shows 'GENERAL MULTI-SYSTEM EXAM - INTERNAL MEDICINE' with radio buttons for 'Brief' and 'Comprehensive'. Two buttons, 'All Normal' and 'Previous Exam', are highlighted with a red box. Below these are various exam components with radio buttons for 'Normal' and 'Abnormal'. A yellow callout box points to the 'All Normal' button with the text: 'Be VERY careful using the All Normal button. Using this option frequently is a HUGE red flag to our auditors. Of note, you can click the All Normal button, and then go back and uncheck the systems that are abnormal, and document the specific information as needed for those sections.'

Physical Exam

GENERAL MULTI-SYSTEM EXAM - INTERNAL MEDICINE Brief Comprehensive

General Multi-System Exam

Chaperone Present Refused

Clothed? Draped? Not Needed

^ Constitutional

General Appearance: Normal Abnormal

^ Head and Face

Examination of the Head and Face: Normal Abnormal

Palpation of the Face and Sinuses: Normal Abnormal

^ Eyes

Inspection of Conjunctiva and Lids: Normal Abnormal

Examination of Pupils and Irises: Normal Abnormal

Ophthalmoscopic Examination: Normal Abnormal

Assessment of Respiratory Effort: Normal Abnormal

Percussion of Chest: Normal Abnormal

Palpation of Chest: Normal Abnormal

Auscultation of Lungs: Normal Abnormal

Physical Exam

Constitutional
General appearance: Well Developed, Well Nourished.

Eyes
Conjunctiva and lids: Normal.
Pupils and irises: Normal.
Ophthalmoscopic examination: Normal.

Ears, Nose, Mouth, and Throat
External inspection of ears and nose: Normal.
Otoscope examination: Left TM normal, right TM normal; right ear canal normal, left ear canal normal.
Hearing: Normal.
Nasal mucosa, septum, and turbinates: Normal.
Lips, teeth, and gums: Normal.
Oropharynx: Normal.

Neck
Neck: Neck supple with no swelling and no tracheal deviation.
Thyroid: Normal. Thyroid Nodules: None.

Pulmonary
Respiratory effort: Normal.
Percussion of chest: Normal.
Palpation of chest: Normal.
Auscultation of lungs: No rales or crackles bilaterally. No rhonchi bilaterally. No friction rub bilaterally. No wheezing bilaterally.

Cardiovascular
Palpation of heart: Normal.
Auscultation of heart: Normal rate. Rhythm regular. Normal S1. Normal S2. No gallop. No murmurs.
Carotid pulses: No bruit.
Abdominal aorta: Normal.
Femoral pulses: Normal.
Pedal pulses: Normal.
Examination of extremities for edema and/or varicosities: No edema. No varicose veins.

Chest
Breasts: Normal.

HISTORY SECTIONS

NOTE ... | | | | | | | | | CHART CHARGE

< Add Note Form Add Text Entry Add Image

Reason For Visit - IM

Active Problems

History of Present Illness

History of Present Illness

Ankle Pain

Ankle Swelling

Bronchitis, Acute, Adult (B...

Bronchitis, Chronic (Brief)

Pelvic Pain, Chronic (Follo...

Pelvic Pain, Chronic (Brief)

Pelvic Pain, Chronic

Review of Systems

Complete-Female

Past Medical History

No new statement - PMH

Social History

No new statement - SH

Family History

No new statement - FH

Surgical History

No new statement - Surgic...

Current Meds

No new statement - Curre...

Past Medical History

Type

Name	ICD-10	Last
Chronic		
History of Abnormal sella turcica syndrome	E23.0	⊙10
History of Advanced diabetic maculopathy with retin...	E08.311	⊙25
History of Anxiety and depression	+F41.9	
History of Encounter for immunization	Z23	⊙15
History of Eye lesion	H57.9	
History of Eye trauma	S05.90XA	
History of Glaucoma	H40.9	
History of anxiety	Z86.59	
History of chronic back pain	Z87.39	⊙12
History of dumping syndrome	Z87.19	
History of miscarriage	Z87.50	

New Edit CareGuide Resolve Show Show All Hide All Assessment

NO NEW STATEMENT - PMH

The past medical history was reviewed and updated today

I have reviewed the patient's past medical history, social history,

The “historical” sections of the chart are designed to auto-populate from previous notes. So, for example, the history items that you entered on your patient during their first visit will automatically pull into the note on subsequent visits. These sections include: **Active Problems, Past Medical History, Social History, Family History, Surgical History, Current Meds, Allergies, and Immunizations.** All or some of the items in these sections can be hidden if you do not want them in your note.

HIDING ITEMS

Use the “Show,” “Show All,” “Hide,” and “Hide All” options to pull only relevant items into your note. If the items are **grayed out**, they are hidden. If they are **black**, they will appear in your note. In this example, I’ve clicked on 4 items, and then clicked “show.” Only those items will appear in my finished note. It does not erase them from the patient’s chart, however. The next time you open a note, all items will pull in.

The screenshot displays a medical software interface. On the left, a table titled "Past Medical History" lists various conditions. A yellow callout box labeled "Edit Mode of Note" points to the top of the table. At the bottom of the table, a red box highlights the "Hide", "Show All", and "Hide All" buttons. On the right, a preview of the note output is shown, with a red box highlighting the "Past Medical History" section, which lists the selected items: "History of Advanced diabetic maculopathy with retinopathy and macular edema due to underlying condition (E08.311)", "History of Eye lesion (H57.9)", "History of Eye trauma (S05.90XA)", and "History of Glaucoma (H40.9)". A yellow callout box labeled "Note Output" points to the bottom of the note preview.

Name	ICD-10	Last Assessed	Managed By
Chronic			
History of Advanced diabetic maculopathy...	E08.311	©25Jun2020 Saunders, Cassa...	
History of Anxiety and depression	+F41.9		
History of Encounter for immunization	Z23	©19Jan2021 Clegg, Sydney (O...	
History of Eye lesion	H57.9		
History of Eye trauma	S05.90XA		
History of Glaucoma	H40.9		
History of anxiety	Z86.59		
History of chronic back pain	Z87.39	©12Aug2020 Logan, Jennifer (...)	
History of dumping syndrome	Z87.19		
History of miscarriage	Z87.59		

Past Medical History
Chronic

- History of Advanced diabetic maculopathy with retinopathy and macular edema due to underlying condition (E08.311)
- History of Eye lesion (H57.9)
- History of Eye trauma (S05.90XA)
- History of Glaucoma (H40.9)

NOTE SECTIONS – CURRENT MEDS

NOTE ... | | | | | | | | | [CHART](#) [CHARGE](#)

☰ < Add Note Form Add Text Entry Add Image Note Details (1/3)

▲ **Surgical History**
No new statement - Surgic...

▲ **Current Meds** (highlighted)
No new statement - Curre...

Allergies

Immunizations

Vitals

▲ **Physical Exam**
General Multi-System Exa...
PHQ-9 Depression Questio...

▲ **Procedure**
Arthrocentesis
Nebulizer Treatment, Adult
Skin Lesion Biopsy/Excisi...
Wart Destruction
Trigger Point Injection (Ge...
Electrocardiogram (EKG)
Abdominal Ultrasound
Ear Cleaning
Orthopedic Aspiration-Inje...

Current Meds

Alpha | | Rec: 09-Jun-2021 | Lock |

Record PDMP Consult | null | | History

- ▶ Aspirin 81 MG TABS; Therapy: (Recorded:08Dec2020) to Recorded
- ▶ B12 Injection 100 mcg; Inject 100 mcg of B12 as directed today; Therapy: 11Jan2018-; None Ordered
- ▶ Bacitracin Plus 500 UNIT/GM External Ointment; APPLY SPARINGLY TO AFFECTED AREA(S) 3 TIMES A DAY; Therapy: 04Jun2021 to (Evaluate:14Jun2021); Last Rx:04Jun2021; Status: ACTIVE - Retrospective Authorization Ordered
- ▶ Ciprofloxacin HCl - 250 MG Oral Tablet; TAKE 1 TABLET Every 8 hours; Therapy: 17Aug2020 to (Evaluate:31Mar2021); Last Rx:16Mar2021 Ordered
- ▶ Cocoa Butter Cream; USE AS DIRECTED; Therapy: 23May2021 to (Last Rx:23May2021) Ordered
- ▶ Furosemide 20 MG Oral Tablet; Therapy: (Recorded:27Jun2019) to Recorded
- ▶ hydroCHLOROthiazide 25 MG Oral Tablet; TAKE 1 TABLET DAILY AS DIRECTED; Therapy: (Recorded:06Apr2021) to Recorded
- ▶ Ibuprofen 600 MG Oral Tablet; TAKE 1 TABLET 3 TIMES DAILY WITH FOOD AS NEEDED; Therapy: 30Sep2020 to (Evaluate:01Oct2020) Ordered
- ▶ Lisinopril 20 MG Oral Tablet; Rx:20Jan2021 Ordered
- ▶ Lyrica 100 MG Oral Capsule; Recorded
- ▶ metFORMIN HCl - 500 MG Oral Tablet; Recorded

View Med Hx Rx Veri...

NO NEW STATEMENT - CURRENT MEDS

The “Current Meds” are the medications that the patient was on when the note was started. Any new meds that you prescribe during the visit will appear in the **Plan** section.

NOTE SECTIONS - PROCEDURES

NOTE ... | | | | | | | | | CHART CHARGE

Add Note Form Add Text Entry Add Image

Procedure

ARTHROCENTESIS

^ Procedure: _____

<input type="checkbox"/> AC Joint	<input type="checkbox"/> Hip Joint	<input type="checkbox"/> __Finger Joint(s)
<input type="checkbox"/> Ankle Joint	<input type="checkbox"/> Knee Joint	<input type="checkbox"/> __Toe Joint(s)
<input type="checkbox"/> Elbow Joint	<input type="checkbox"/> Glenohumeral Joint	<input type="checkbox"/> __Other

Laterality: _____

Right Left Bialteral

^ Indication: _____

<u>Diagnostic R/O</u>	<u>Therapeutic</u>	
<input type="checkbox"/> Gout	<input type="checkbox"/> Effusion	<input type="checkbox"/> Pain
<input type="checkbox"/> Infection	<input type="checkbox"/> Hematoma	

^ Pre-Proc... Discussion: _____

<input type="checkbox"/> Patient	<input type="checkbox"/> Parent	<input type="checkbox"/> Guardian
<input type="checkbox"/> Risk	<input type="checkbox"/> Benefits	<input type="checkbox"/> Alternatives
<input type="checkbox"/> Bleeding	<input type="checkbox"/> Infection	<input type="checkbox"/> Allergic Reaction
<input type="checkbox"/> Verbal Consent Obtained	<input type="checkbox"/> Written Consent Obtained	

^ Prep: _____

<input type="checkbox"/> Alcohol Wipe	<input type="checkbox"/> Betadine	<input type="checkbox"/> Hibiclens
<input type="checkbox"/> Shur-Clens		

^ Anesthesia: _____

<input type="checkbox"/> None	<input type="checkbox"/> Topical Ethyl Chloride	
Lidocaine <input type="checkbox"/> __cc	<input type="radio"/> 1% <input type="radio"/> 2%	<input type="radio"/> With Epi <input type="radio"/> Without Epi
Marcaine <input type="checkbox"/> __cc	<input type="radio"/> 0.25% <input type="radio"/> 0.5%	<input type="radio"/> With Epi <input type="radio"/> Without Epi

^ Procedure: _____

Image Guided: Fluoroscopic Ultrasound

Approach: Medial Anterior Anteromedial Posteromedial

Lateral Posterior Anterolateral Posterolateral

Needle 18 20 22 25

The notes are set to pull in approximately the top 10 Procedures. If you need a form that isn't in the note, you can click **Add Note Form**.
*If you need a Procedure section added to a note, please contact the helpdesk.

NOTE SECTIONS - PROCEDURES

skin

<Filter by Form Type> Procedure <Filter by Specialty>

		Form Display Name	Sex	Age	Date Created	Date Modified	ParentWidth	FormInstan...	Is
<input type="checkbox"/>	☆	Additional Skin Debridement Site Details			23-Mar-2011	10-Dec-2014	0		
<input type="checkbox"/>	☆	Allergy Skin Testing			12-Jul-2013	12-Jul-2013	0		
<input type="checkbox"/>	☆	Eyelid Lesion Excision			19-Feb-2020	19-Feb-2020	0		
<input checked="" type="checkbox"/>	☆	Foreign Body Removal-Skin			16-Feb-2010	02-Apr-2020	0		
<input type="checkbox"/>	☆	Foreign Body Removal-Skin							
<input type="checkbox"/>	☆	Skin Debridement							
<input type="checkbox"/>	☆	Skin Excision Detail							
<input type="checkbox"/>	☆	Skin Excision Detail			28-Mar-2011	10-Dec-2014	0		
<input type="checkbox"/>	☆	Skin Lesion Biopsy/Excision/Destruction			20-Apr-2011	16-Apr-2012	0		

Arthrocentesis

Nebulizer Treatment, Adult

Switch to Structured Content View

OK Cancel

Once you click **Add Note Form**, the Form Selector box pulls up. Search for the form you want, then check the box next to the desired form and click OK.

NOTE SECTIONS – RESULTS/DATA

The **Results/Data** section will pull in the patient's labs for the previous month for MEAC clinics. *Family Medicine doesn't automatically pull in any labs.*

Results/Data

Assessment

Assessment

To pull in a lab that is outside of the 1-month parameter, simply choose **Advanced Result Citation** then check the box for the lab you want pulled into the note. This is only available for labs completed by ETSU laboratory.

Results/Data

Lock

Complete

Lithium, Serum ALLSCRIPTS, Provider Final 10Jun2021 02:07PM

Test	Result	Flag	Reference
Lithium	8.3		

View All

Advanced Result Citation

Results Citation Selection

TEST, Friday 17-May-1999 (22y) F Appointment: 10-Jun-2021

- Lithium, Serum; Ordered by ALLSCRIPTS, Provider; 10Jun2021 02:07PM
- AmnioTest by Pro-Lab Diagnostics; Ordered by Fisher, Rod; 10May2021 03:27PM
- AmnioTest by Pro-Lab Diagnostics; Ordered by Fisher, Rod; 10May2021 03:23PM
- Opioid Risk Tool; Ordered by Logan, Jennifer; 30Apr2021 01:30PM
- Lithium, Serum; Ordered by Livingston, Amanda; 01Apr2021 11:53AM
- Prothrombin Time (PT); Ordered by Olsen, Martin; 15Mar2021 08:20AM
- GTT Pregnancy 3HR (100G); Ordered by Olsen, Martin; 15Mar2021 08:20AM
- Needs Appt In; Ordered by Logan, Jennifer; 10Mar2021 09:21AM
- Appointment Call Log; Ordered by Logan, Jennifer; 10Mar2021 09:20AM
- Rapid Mood Screener; Ordered by Livingston, Amanda; 01Feb2021 03:16PM
- Urine Protein (12H) PM; Ordered by Mills, Debra; 01Feb2021 12:54PM
- Urine Protein (12H) AM; Ordered by Mills, Debra; 01Feb2021 12:53PM
- Thyroid Stimulating Hormone; Ordered by Mills, Debra; 01Feb2021 12:53PM
- Glucose; Ordered by Mills, Debra; 01Feb2021 12:53PM
- Urine Protein (12H) PM; Ordered by Holmes, Sheri; 28Jan2021 09:24AM
- Urine Protein (12H) AM; Ordered by Holmes, Sheri; 28Jan2021 09:24AM
- CBC Automated Differential; Ordered by Holmes, Sheri; 28Jan2021 09:24AM
- T4, Free; Ordered by Holmes, Sheri; 28Jan2021 09:24AM
- Thyroid Stimulating Hormone; Ordered by Holmes, Sheri; 28Jan2021 09:24AM

OK Cancel

NOTE SECTIONS – ASSESSMENT

Assessment

Assessed [dropdown] [refresh] [add] [filter] [lock]

Name	ICD-10	Last Assessed	Managed By
Assessed			
<input checked="" type="checkbox"/> <input type="checkbox"/> BMI 33.0-33.9,adult	Z68.33	09Jun2021	Livingston, Amanda
<input checked="" type="checkbox"/> <input type="checkbox"/> Abdominal pain, recurrent	R10.9	10Jun2021	
<input checked="" type="checkbox"/> <input type="checkbox"/> Fatigue	R53.83	10Jun2021	
<input checked="" type="checkbox"/> <input type="checkbox"/> Pelvic pain	R10.2	10Jun2021	
Unassessed			
<input type="checkbox"/> <input type="checkbox"/> Abnormal vaginal bleed			
<input type="checkbox"/> <input type="checkbox"/> Acute pain of both kn			
<input type="checkbox"/> <input type="checkbox"/> Colon cancer screeni			
<input type="checkbox"/> <input type="checkbox"/> Current every day smoker	F17.200	20Aug2020	Wilson, Beth (Audi...
<input type="checkbox"/> <input type="checkbox"/> Current severe episode of major depressive ...	F32.3	09Dec2020	Livingston, Amanda
<input type="checkbox"/> <input type="checkbox"/> Dysphagia	R13.10	08Dec2020	Livingston, Amanda

New Edit CareGuide Resolve Hide Impression Assessment Management

Assessment

- Assessment
- Summary/Care Plan
 - Care Plan
 - Summary of Visit
 - Discussion and Summary
- Plan
 - Medication Changes and I...
 - IM Plan
- Education
- Attending Note
 - Attestation of Medical Stu...
 - Attending Note
- Return to Work
 - Return to Work
- Letter Greeting
 - Greetings
- Letter Closing

It's **really** important for billing purposes that the items you assessed are placed in order of importance. To do this, right click and choose Make Primary, Make Secondary, Make Tertiary. Currently, we are still utilizing superbills, so the assessed problems in your note need to match the problems you list on the encounter form (superbill). The order also needs to match.

NOTE SECTIONS - PLAN

The Plan section is where you are going to order all the items for the patient; such as prescriptions, labs, radiology, follow-up visits, referrals and patient education.

Plan

Problem | Rec: 09-Dec-2020 | Lock

Record PDMP Consult null [History](#)

- Abdominal pain, recurrent
 - Orders
 - CBC Automated Differential; Status:Active; Requested for:10Jun2021;
 - US - Gallbladder; Status:Hold For - Scheduling; Requested for:10Jun2021;
 - Fatigue
 - Medications
 - Start: B-12 Fast Dissolve 5000 MCG Sublingual Tablet Sublingual; PLACE 1 TABLET Daily
 - Instructions
 - Instructed patient to diet and exercise to lose weight for optimal health.; Status:Complete; Done: 10Jun2021
 - Follow-ups
 - 4 week Follow up - Follow-up Status: Hold For - Scheduling Requested for: 10Jun2021

View **New** Verify/Add Record D/C Temporary Deferral Permanent Deferral Edit Show Hide All

To order the patient's prescriptions or labs, etc., just click on the **Rx** or **beaker button** on the Clinical Toolbar or the **New** button on the gray toolbar. This will take you to the ACI screen, where you can order all of the items.

NOTE SECTIONS - ORDERING

Add Clinical Item

ALLSCRIPTS, Kendra 03-Mar-1971 (50y) F Appointment: 09-Jun-2021

History Builder **Orders**

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

Send To Retail TouchWorks Test Pharma... Error

Entering For Livingston, Amanda Supervised By

My Favorites ON Pharmacy Supplies Record w/o Ord

- No Reported Medications
- BMI
- Tobacco Cessation
-
-
-
-
-
- Megestrol Acetate 20 MG Oral Tablet
- Megestrol Acetate 40 MG Oral Tablet

Recognize this screen? This is where you will do all of your ordering. It's important that you get all of the ordering completed **before** the patient leaves, as this information will show up on the Clinical Summary, which is given to the patient at check out.

DUR Alerts: Drug-Drug (0) Prior Adverse Reactions (0) Disease (0) Duplicate Therapy (0) Dose (0)

OK Cancel

Follow-ups

SAVE YOUR NOTE

It is important to save your note often when working. This will create iterations that can be retrieved by the EHR team in case the note crashes or you lose internet connectivity.

Commit Follow-Up YESTERDAY ALLSCRIP

CHART CHARGE

Add Note Form Add Text Entry Add Image Note Details (1/3)

EPLEY MANEUVER All Normal

Procedure: Epley Maneuver

Indication: _____

BPPV _____

Discussed:

Patient Parent Guardian

Risks Benefits Alternatives

Written Consent Verbal Consent _____

Procedure Note: _____

Time Started: ____ Time Completed: ____

Maneuver #1:

Patient Sat on Exam Table with Head Turned:

To the Right To the Left _____

Patient Laid Down with Head Turned:

To the Right To the Left _____

Additional Head and Body Rotation:

To the Right Side To the Left Side _____

Procedure Repeated:

Not Repeated On the Same Side On the Opposite Side

Maneuver #2 Maneuver #3 Maneuver #4

Post-Procedure: _____

Patient Status:

Tolerated Well Vital Signs Stable

Complains of: _____

Complications:

No Complications Nausea/Vomiting _____

Patient Instructions: _____

Follow-Up:

___ Day(s) ___ Week(s) ___ Month(s)

PRN _____

Results/Data

Assessment

Return to Work
Return to Work

Letter Greeting
Greetings

Letter Closing
Closing

Signatures

View Output << Sign Final Author >> Recompile Copy Forward Show Uncopied Form Data Security Codes Audit Save & Close Save Close

Note Output
Imaging and
10-Jun-20

Follow-Up

Active Prob
Chronic

1. Abdomi
2. Abnorm
3. BMI 33
4. Colon c
5. Current (F32.3)
6. Dyspha
7. Fatigue
8. Hyperte
9. Major d
10. Pelvic j
11. Strep tc
12. Substa
13. Type 2
14. Wound

Acute

15. Acute p
16. Current
17. Encour

Past Medica
Chronic

- History o

Acute

- History o

Social Histo
Problems

- Always u
- Christian

Annotate
Audit

VIEWING YOUR NOTE- IN THE NOTE OUTPUT

The screenshot displays a medical software interface for entering and viewing a note. The main window is titled "EPLLEY MANEUVER" and contains various form fields for procedure details, patient status, and follow-up. The "Note Output" tab is highlighted with a red circle. A yellow callout box with a black arrow points to the "View Output" button at the bottom left, which is also circled in red. The callout box contains the following text:

Once you've finished inputting the sections of the note, you're going to want to view it. (In fact, you can view it at any point during the process.) Simply look at the Note Output.

SIGNING YOUR NOTE

The screenshot shows an EHR interface for an Epley Maneuver. The toolbar at the top includes buttons for 'Commit', 'Follow-Up', and 'Sign'. The 'Sign' button is circled in red. A callout box with a blue border and white background contains the text: "When you're ready to sign off on your note, click 'Sign' on the toolbar." The 'Save & Close' button is also circled in red. The interface includes a left sidebar with a navigation menu, a central form area with various input fields and checkboxes, and a right sidebar with patient information and a list of active problems.

Once you've finished reviewing your note, and it's complete, you will want to sign it. Residents will need to send it to their preceptor for review and finalization. If you are NOT finished with the note but need to get out of it and go on to another patient, you will click "Save & Close," instead of "Sign."

CO-SIGN NOTE TASK

Once you click OK on the Signature Box, residents (and nurses, if they are creating a note that needs to be finalized by an attending MD) will get a **Co-Sign Note** task.

Task Details

Task Filters

1 - Not about a patient 2 - Concerning patient: Allscripts, Kendra

Assign To: User Team Task: Co-Sign Note

ALLSCRIPTS Provider Priority: Routine Status: Active

Comment:

Activate: 10-Jun-2021 02:58 PM Overdue: 17-Jun-2021 02:58 PM

Create Notify Task When Complete When Overdue

Notify: Livingston, Amanda Priority: Routine

Delegate

1. Change the radio button to "User."

2. Click the "magnifying glass" button and search by last name for your attending physician. (Once you have searched for their name once, they will be available in the drop-down list)

After you have put your **attending physician's name** in the Assign To: field, click OK. There is no need to type anything in the Comment section. (When your attending double clicks on this task, it will take him/her directly into the note to be signed and finalized.)

RETURN TO SCHEDULE

Search Patient... @ Internal Medicine - John

ALLSCRIPTS, Kendra 03-Mar-1971 (50y) F | PCP Cell Home (423) 123-4567 Email Insurance UNITED HEALTHCARE MEDICARE ADV 95378 MRN 001000774643101

PHQ9 Positive Goes by Kenny

Commit Follow-Up YESTERDAY ALLSCRIPTS, Provider Appointment

SCHEDULE CHART CHARGE

For ALLSCRIPTS, Provider Arrived, Pending and Rescheduled

Date 08-Jun-2021 Today SUN MON TUE WED THU FRI SAT All: 2 AM: 2 PM: 0 Select one or more filter sets

\$	N	TC	SC	CS	A	Pt Loc	Pt Status	Time	Patient	MRN	Type	Dur	Comments
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Arr			08:45 am	Superuser, Catwoman	0010006435168...	OV20	20	Amy
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Arr			09:05 am	Superuser, Loislane	0010006435259...	OV20	20	Amanda

If you aren't automatically routed back to the Schedule after you have closed your note, go ahead and click on the Daily tab to return to your schedule. You are ready to move on to the next patient!

STARTING A NOTE

Most of the time, you will be doing notes on patients who are on your schedule. But, from time to time, you'll want to create a telephone note on a patient who isn't on your schedule. To document a note in this situation, type in the *Search Patient...* field in the upper left. Search for your patient by **Last Name, First Name** or **DOB**. Click Search. A "Select Patient" box will appear. Highlight the patient's name and click OK.

The screenshot shows a medical software interface. At the top, a search bar contains the text "allscripts". Below this, a patient header displays "TEST, Friday 17-May-1999 (22y) F" and "PCP". A "Patient Search" dialog box is open, showing a list of search results. The search term "allscripts" is entered in the search bar of the dialog. The results table has columns for Patient, S, Age, DOB, MRN, and Other #.

Patient	S	Age	DOB	MRN	Other #
Allscripts, Allison	F	25y	10-Mar-1996	0010007746647...	
Allscripts, Betsy	F	15y	18-Mar-2006	0010007746654...	
Allscripts, Brad	M	45y	13-Aug-1975	0010007746662...	
Allscripts, Chadis	M	3y	11-Feb-2018	0010008327561...	
Allscripts, Child N	F	6y	28-Feb-2015	0010006489918...	
Allscripts, Chris	M	45y	10-Mar-1976	ZZZAHS06	123456
Allscripts, Diana	F	85y	20-Mar-1936	ZZZAHS08	123456
Allscripts, Fiona	F	18y	12-Aug-2002	0010007746449...	
Allscripts, Frank	M	25y	05-Mar-1996	ZZZAHS09	123456
ALLSCRIPTS, KATE	F	25y	29-Jan-1996	1611040753452...	
Allscripts, Kendra	F	50y	03-Mar-1971	0010007746431...	

NEW NOTE TAB

Once the patient is in the Banner, click on the New Note icon. Select New Encounter and Type, Ok. Then choose your Note type using the Note Selector. Click OK.

Search Patient...
ALLSCRIPTS, Brad PCP Home ()
13-Aug-1975 (45y) M | i - Cell Email

SCHEDULE | | CHART CHARGE

For ALLSCRIPTS, Provider Arrived, Pending and Rescheduled

New Encounter:
Date: 10-Jun-2021 Type: Telephone Call

OK Cancel

ALLSCRIPTS, Brad 13-Aug-1975 (45y) M Telephone Call: 10-Jun-2021

Note Unstructured

Specialty
Internal Medicine

Visit Type
Communication Note (no co-sign)

Owner
Livingston, Amanda

OK Cancel

ENCOUNTER SELECTOR

The screenshot shows the 'Encounter Selector' window. It has two main sections: 'Existing Encounters' and 'New Encounter'. The 'Existing Encounters' section contains a table with columns for Date, Provider, and Type. The 'New Encounter' section has a 'Date' field set to '10-Jun-2021' and a 'Type' dropdown menu. The dropdown menu is open, showing a list of encounter types, with 'Non-Appointment' selected and highlighted in blue. A red box highlights the dropdown menu.

Date	Provider	Type
10-Jun-2021 03:06 PM		Telephone Call
03-Jun-2021 02:40 PM	Logan, Jennifer	Chart Update
22-May-2021 11:15 AM		Chart Update
05-May-2021 12:27 PM	Jones-Murwin, Tawnya	Chart Update
21-Apr-2021 11:33 AM	Fisher, Rod	Chart Update
15-Apr-2021 09:31 AM	Jones, Tracy	Chart Update
01-Apr-2021 09:30 AM	Livingston, Amanda	Chart Update
01-Apr-2021 09:30 AM	Livingston, Amanda	Chart Update
28-Mar-2021 09:33 PM		Chart Update
24-Mar-2021 11:37 AM	ALLSCRIPTS, Provider	Chart Update
01-Mar-2021 01:00 PM		Chart Update
11-Feb-2021 11:45 AM	Barker, Morgan	Chart Update
10-Feb-2021 02:52 PM		Chart Update
10-Feb-2021 10:34 AM		Telephone Call
10-Feb-2021 10:34 AM		Telephone Call
08-Feb-2021 01:52 PM		Chart Update
13-Jan-2021 11:01 AM		Chart Update
08-Jan-2021 09:17 AM		Chart Update
03-Nov-2020 02:10 PM		Chart Update
21-Oct-2020 10:15 AM		Chart Update

New Encounter:

Date: 10-Jun-2021

Type: Non-Appointment

Dropdown menu options: Image Encounter, Lab, Medication Update, Message, Non-Appointment, Portal Form, Result, By Chance

The Encounter Selector opens when the note isn't attached to an appointment, like a telephone call. Click New Encounter radio button and choose a Type.

MACROS

A macro is a shortcut that you create that when entered into the system will automatically expand into a larger phrase or series of phrases. A macro can be used to automatically enter simple, repetitive phrases including commonly used sentences and instructions in your documentation.

Macros that are inserted without editing may contain elements that were not asked or examined during the specific patient encounter. Physicians need to be certain that the medical record accurately reflects the patient encounter.

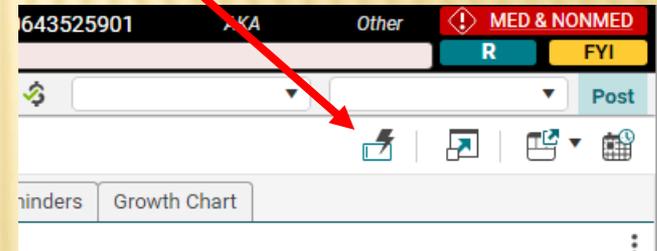
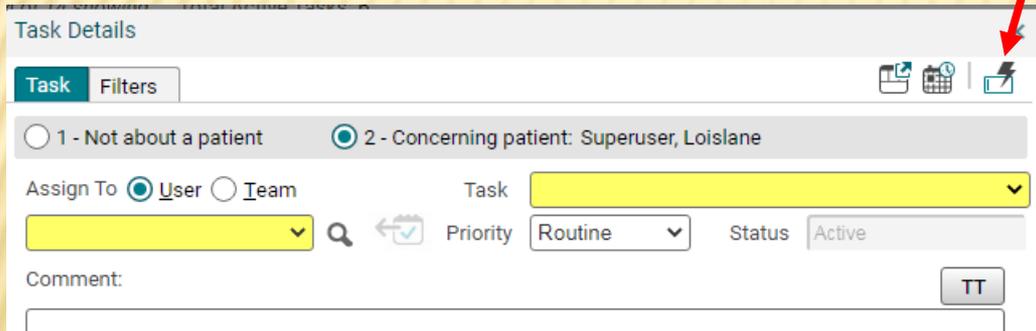
More documentation does not equal a higher E/M level. E/M levels are determined by the nature of the presenting complaint, History, Physical Exam and Medical Decision Making. Evaluation and treatment must be medically necessary and appropriate.
(from <https://www.acep.org/Clinical---Practice-Management/EMR-EHR-FAQ/>)

HOW TO CREATE A MACRO

A. Click the macro button.

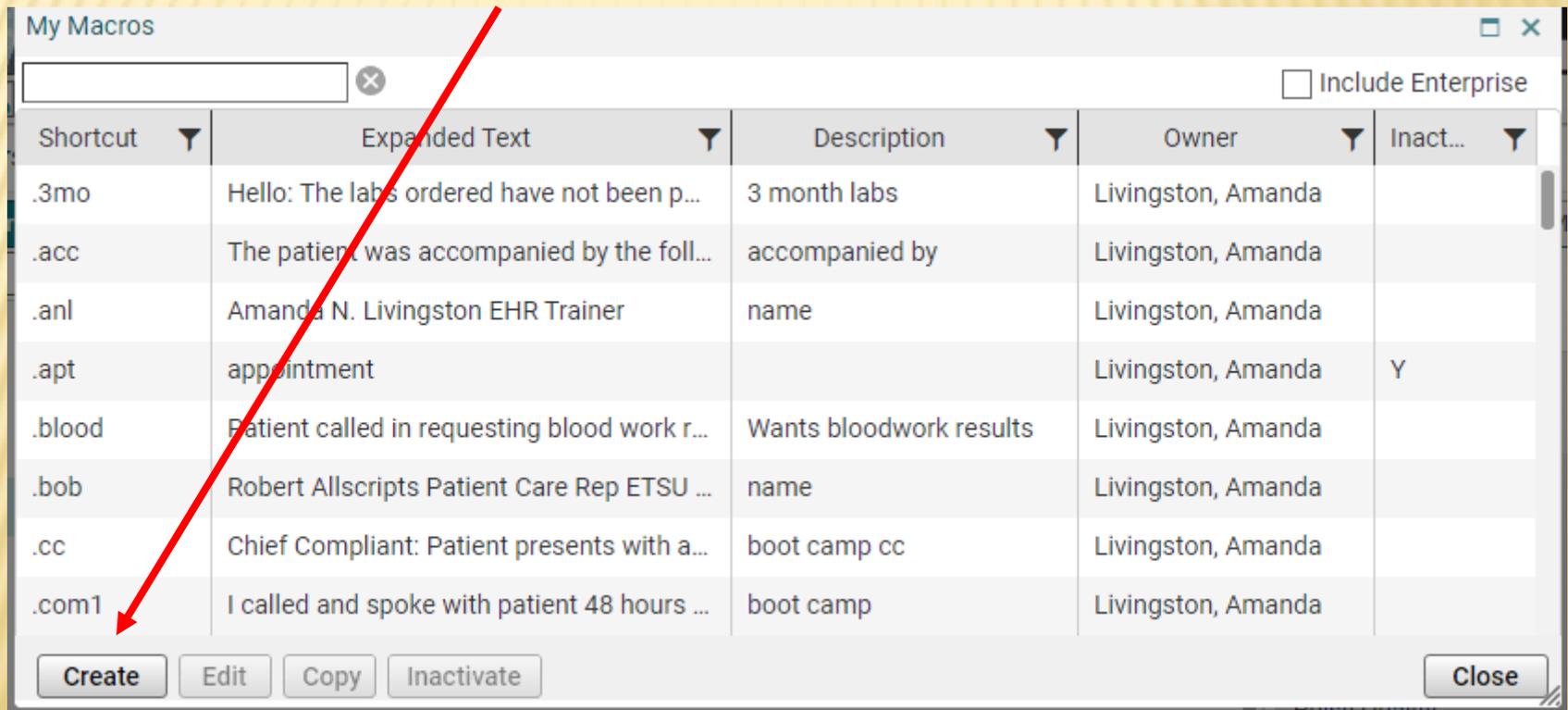
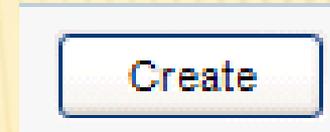


or



MACRO CREATION

- B. Macros Edit box will appear for you to begin creating.
- C. Click Create.



The screenshot shows a window titled "My Macros" with a search bar and an "Include Enterprise" checkbox. Below is a table with columns: Shortcut, Expanded Text, Description, Owner, and Inact... The table contains several macro entries. At the bottom of the window are buttons for "Create", "Edit", "Copy", "Inactivate", and "Close". A red arrow points from the top-left towards the "Create" button.

Shortcut	Expanded Text	Description	Owner	Inact...
.3mo	Hello: The labs ordered have not been p...	3 month labs	Livingston, Amanda	
.acc	The patient was accompanied by the foll...	accompanied by	Livingston, Amanda	
.anl	Amanda N. Livingston EHR Trainer	name	Livingston, Amanda	
.apt	appointment		Livingston, Amanda	Y
.blood	Patient called in requesting blood work r...	Wants bloodwork results	Livingston, Amanda	
.bob	Robert Allscripts Patient Care Rep ETSU ...	name	Livingston, Amanda	
.cc	Chief Compliant: Patient presents with a...	boot camp cc	Livingston, Amanda	
.com1	I called and spoke with patient 48 hours ...	boot camp	Livingston, Amanda	

MACROS

Create New Macro

Owner: Livingston, Amanda

Shortcut: Alphanumeric only **1**

Description: **2** << Show Merge Fields

Patient called in requesting refill on this medication.

3

D. Create your macros.

Verify Merge Fields Save Cancel

MACRO COMPONENTS



1. **Shortcut** will allow you to put in your short phrase for your macro.

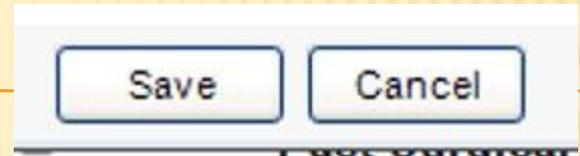


2. **Description** will explain what the macro is for.



3. Information placed into the text field will be distributed in the area your macro is placed.

SAVE YOUR MACRO



E. Save your macro.

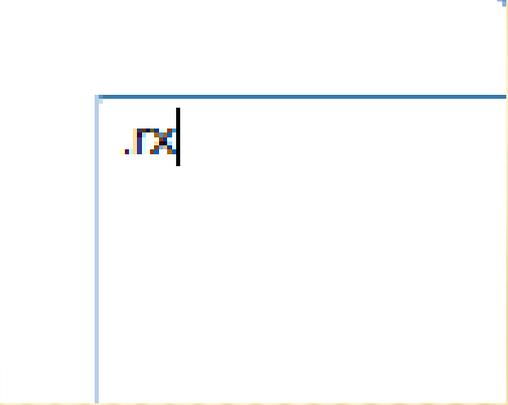
- The new macro will be added to your Manage Macros list.
- From this window, you can Create, Edit, and Inactivate.
- They are not removed easily from the system.

A screenshot of a window titled 'My Macros'. It contains a table with columns for Shortcut, Expanded Text, Description, Owner, and Inact... (Inactive). Below the table are buttons for Create, Edit, Copy, Inactivate, and Close. There is also a search bar at the top and an 'Include Enterprise' checkbox.

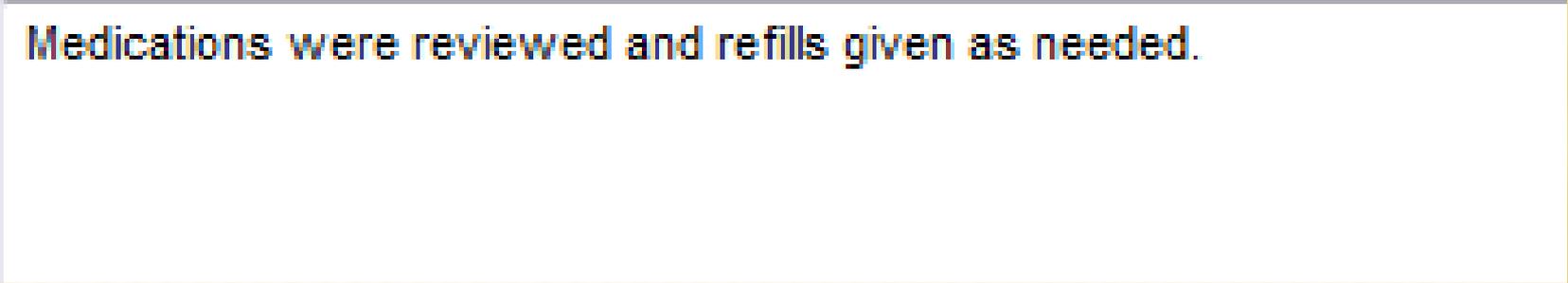
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.cc	Chief Compliant: Patient presents with a...	boot camp cc	Livingston, Amanda	
.com1	I called and spoke with patient 48 hours ...	boot camp	Livingston, Amanda	

TO ADD MACRO IN ALLSCRIPTS

To add, just type whatever your shortcut name is wherever you want your macro to populate. Be sure to begin with the period. Enter the macro shortcut. Then click the enter key on your keyboard.



.rx



Medications were reviewed and refills given as needed.

You have now completed all of
the required modules for
Allscripts EHR 20.1 training.
Please be sure to complete the
quiz by following the link beneath
the modules.