

## Deceased & Change of PCP Workflow

Here is the workflow for documenting deceased and patients who have transferred to another provider.

Someone will look in the obituaries and see if any of our patients have passed away.

If you find someone is deceased:

### IN EXPERIOR:

On the PRP/Patient tab- Change Salutation to "9", Est Of.

Patient	Responsible Party	Patient Information	Account Information	Patient Data
Last Name: *	SUPERUSER	First Name:	AQUAMAN	
Middle Name:		Salutation:	9 Est Of - 9	
Birth Date:	010179   19	Sex: *	F Female	

On the PRP/Patient Information tab- Change Medical Alert to "29", Deceased Patient. Add the Alert Date.

Patient	Responsible Party	Patient Information	Account Information	Patient Data
Medical Alert:	29 DECEASED PATIENT - 29	Alert Date:	050515	
Price Level:		Discount:	Enter 25% as 25	

Following this workflow will ensure that the patient shows up in Allscripts as deceased.

Daily	Clinical Desktop	New Note	Task List	Batch Sign	Appointments	Patient Lists
<b>xDECEASED_SUPERUSER,AQUAMAN</b>						Age: 36
Select Patient ▼ i - ⚠						Sex: F
						Allergies: No

During patient outreach or medical record transfers, if you have a patient who has transferred to a different provider, please do the following:

### IN EXPERIOR:

On the PRP\Patient Tab- Change PCP Provider to blank and click Submit

Patient	Responsible Party	Patient Information	Account Information
Last Name: *		TEST	
Middle Name:			
Birth Date:	030379	19	
Suffix:		- Name Suffix: CAM - 26	
Home Phone:	4231234567		
Cell Phone:	4231234567		
Fax:			
Address:	222 E MAIN ST		
City:	JOHNSON CITY		
Zip Code:	37604	Zip + 4:	
Country:		- Country Code: CAM - 21	
Employer:			
Work Phone:	4231234567		
Chart No:			
Chart Volume:			
PCP Provider:	499	REPRODUCTIVE ENDOCRINOLOGY EAST TN	
PCP Provider:		GARRETT, MD, WILLIAM A	
Patient Provider:		None Selected	