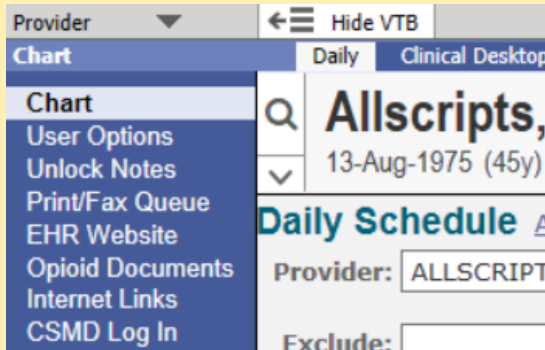


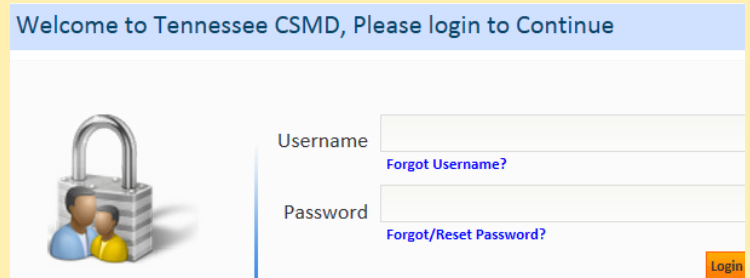


### Steps to Check the CSMD and Document in Allscripts

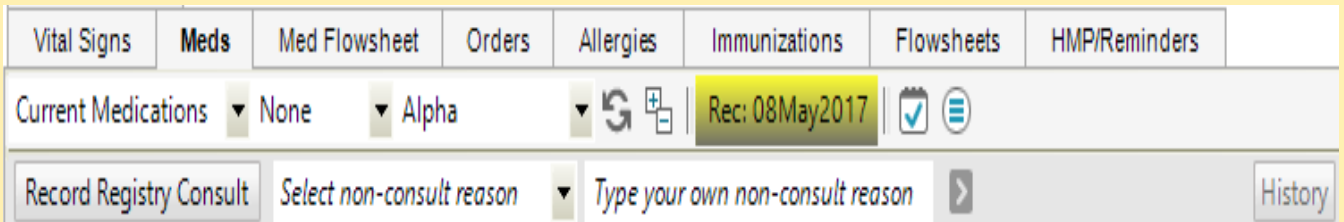
1. To check CSMD, click on **CSMD Log In** on the vertical toolbar:



2. Log in and check the database

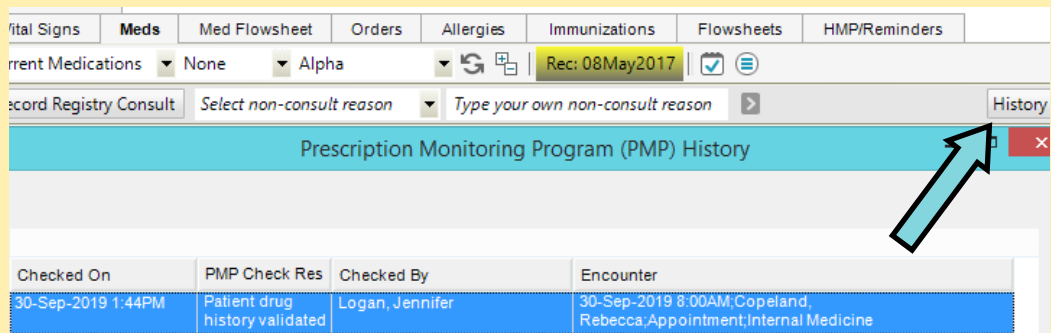


3. After checking the database, return to the patient's chart in Allscripts. Either from the Meds tab on the Clinical Desktop, or from within the Note under Current Medications or in the Plan section, click **Record Registry Consult**.

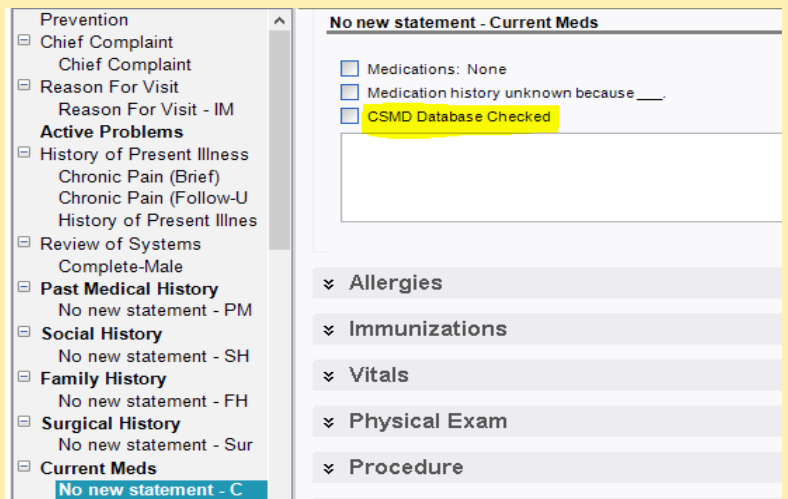


**Note:** There will be no indication that you clicked the box (it does not change colors or gray out). The only way to know if the click was "recorded" is to view the History.

4. To check the History (this can be done at anytime), click the **History** button on the Meds tab. It is also available within the note, in the Current Medications section, and in the Plan section.



5. If you want to document it in your note, you may go to the Current Meds section, and on the "No New Statement" form, check the box that says CSMD Database Checked. This will populate text in your note that the CSMD was checked on that visit day. This is optional.



**★ To comply with Upper Payment Limit (UPL), we are required to check the CSMD at least quarterly.**