

CLUE Minutes –July 11, 2006

Attendees: Judy Tucker, Mary Pippen, Karen Watson, Tracey Carawan, Victoria Mayo, Barbara Williamson, Vicky Conyers, Karen Allen, Faye Tripp, Melissa Smith, Mary Schiller, Kim Smith, Nancy Yoder, Judy Cartwright, Betty Ridenhour, Wanda Goodson, Bobbie Bonnet, and Val George

Clinical Content Info

New Clinical Content:

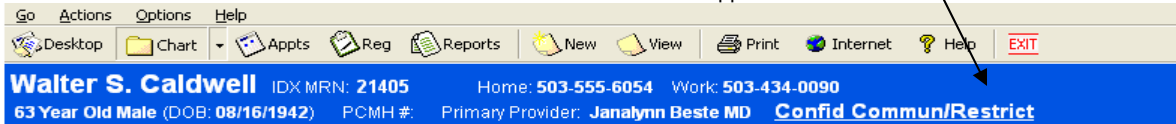
- **Peds Historical Data Entry(Draft):** Pending approval, a new form, found in the Pediatrics folder, will allow users to enter historical data from outside sources including heights, weights, BMI, and head circumferences. Also includes H & H, Lead and other screening/tests, and TB PPD. **Effective date: before Aug 06**

Revised Clinical Content:

- **FM Procedure IUD Revision:** A pop up notice to enter the name of the IUD device before clicking the 'Standard Method' form is added. (See attached) **Effective date: 7/17/2006**
- **Pediatric Immunization Rotavirus Revision:** found in the Immunization folder, is revised so that the Rotavirus vaccine administration may be documented.' (See attached) **Effective date: 7/17/2006**
- **Date of Immunization Report to ensure record is comprehensive: 7/17/2006 (bottom right corner of report)**

Tips of the Month and other Reminders

- **New and departing Providers:** Please note that preceptors should countersign/complete documents for departed/departing resident providers. New users should be supported by each department to ensure accurate entry, use of form templates, and timely completion and signature of documents. The chairs and clinical administrators receive updates of all delinquent documents twice a month. Completion Policy Reminder: Documents should be completed and signed within 3 days of encounter, and are considered delinquent 10 days after encounter.
- **HIPAA information:** Approved PHI Restrictions and/or Confidential Communication status appears in the patient's banner (bottom right). Details for these restrictions and communication requests by the patient are noted in a separate update/document. These documents are 'Internal Correspondence' type and is easily identified by clicking on the 'All' folder and then specifically 'Internal Correspondence' folders. Please search for and refer to these documents when the notification appears in the banner.



- **Documents in Error:** When an entire document is in error:
 1. Append the document to enter reason the document is in error
 2. Sign the append
 3. Route to 'Manage, Medical Record' so document type is changed to 'File in Error' to remove all data and hide the document
 When there are only minor errors, the user should call 4-203 option 2 and ask for assistance to correct and error.
- **New call processing option for HISS:** The main line, 744-2030, is now automated with the following options:
 - Press 1** for Medical Records or Release of Information
 - Press 2** for Centricity support issues or questions and/or speak to a Centricity support staff member or Privacy Officer.**IF NO OPTION IS SELECTED THE CALL IS TRANSFERRED TO THE CONTACT CENTER.**
- **Medication List Management:** Medications added to a patient's Medication List should be selected from a 'Custom' list or the Reference List and not entered or changed directly on the 'Define Medication' field so that drug interactions checks are possible. Manual entries may be made ONLY when a medication is prescribed that is not yet available through the Reference List. These are noted with an asterisk and should be reviewed and updated/changed when the coded medication is available. Updates to the Reference list are received and imported quarterly from GE Medical and not under local control. An individual patient's medication list should be reviewed and updated at each encounter. Medications which have been completed or are no longer prescribed should be removed. Medication doses or instructions may be changed to avoid duplication. To avoid ongoing medications from being removed automatically from the patient's list, do not enter fields for 'Stop date' or 'Duration' (when a stop date is automatically calculated and entered).
- **Release of Information:** Written requests for patients' records should be completed in HISS and not by clinic staff. Copies of test results recently reported and documents recently created may be mailed to or given to patients by the provider ordering the test or composing the document. **All other requests for patient documents should be forwarded to Release of Information or other HISS staff member.**
- **Patient Identification for documents to be scanned:** Please include legible patient identifiers (full name, date of birth, and IDX MRN) on all documents to be scanned. Patient history forms should also be clearly identified for department of origin.
- **Custom List Changes:** Users are no longer able to change custom lists for Problems, Meds, and Orders. Requests for Problem and Med list changes can be made to Judy Tucker and Orders to Joanne Tyson in writing. Requests can always be made via flag directly to the users above or the 'Manager, Medical Record.'

Other Issues, Questions and Discussion

- **Coming soon-Camtasia On line resource for Centricity training:** A new program will soon be available on our web site. This voice activated program with screen prints allows users to access specific training and workflow modules for Centricity. Users may use the program to enhance orientation training or refresh knowledge as needed.
- **PCMH Transcriptions interface into Centricity: Pending** - Documents from PCMH, primarily Discharge Summaries, Admission H&Ps, and Op Reports, will directly interface into patient charts (not desktops) in Centricity. Once the interface is implemented, these documents will be imported only after being 'signed' by the responsible provider in the hospital system so that access may be delayed. Paper copy distribution by the hospital will be discontinued. Access to 'pre-signed' reports will be available ONLY through the hospital system.

Where we're going...

- **Eastern Radiology: pursuing access to images and reports via internet link**
- **Orders – Quest interface**
- **Billing Orders pilot – local lab billing FMO-scheduled for Go Live in August**
- **Revised IDX/Centricity Interface**

Next meeting: 8:00 am, Tuesday, August 8, Brody 2E100.

Pediatric Immunization Rotavirus Revision

The Pediatric Immunization form, found in the Immunization folder is revised to include the oral vaccine, Rotavirus. A box is checked to note Rotavirus dose and administration. Handouts, Letters, and the Immunization Report are also revised to include the Rotavirus immunization.

Pediatric Immunizations: Hilary Abigail Thurston

Immunizations | **Immunizations-con't** | Immunization Review

Immunizations-continued

HeminfB #1:	Immunizations <input type="radio"/> HeminfB #1 <input type="radio"/> HeminfB #2 <input type="radio"/> HeminfB #3 <input type="radio"/> HeminfB #4 <input type="radio"/> Pedvax HIB #1 <input type="radio"/> Pedvax HIB #2 <input type="radio"/> Pedvax HIB #3 <input type="radio"/> MMR #1 <input type="radio"/> MMR #2 <input type="radio"/> Varicella #1 <input type="radio"/> Varicella #2 <input type="radio"/> Td booster <input type="radio"/> Tdap <input type="radio"/> Fluvax <input type="radio"/> Fluvax #2 <input type="radio"/> Pneumovax <input type="radio"/> Hep A #1 <input type="radio"/> Hep A #2 <input type="radio"/> Menactra <input type="radio"/> Meningoc <input checked="" type="radio"/> Rotavir #1 <input type="radio"/> Rotavir #2 <input type="radio"/> Rotavir #3	<input checked="" type="checkbox"/> Rotavirus #1 2ml given orally
HeminfB #2:		Rota #1 date: [06/26/2006] VIS: 4/12/06
HeminfB #3:		Manufacturer: [Merck] Lot #: [234]
HeminfB #4:		Given by: [Judy N Tucker RN]
Pedvax HIB 1:		<input type="checkbox"/> Screened for sensitivities
Pedvax HIB 2:		Information given: <input type="checkbox"/> Immunization handout
Pedvax HIB 3:		<input type="checkbox"/> VIS
MMR #1:		Immunizations given by: []
MMR #2:		Comments: []
Varicella #1:		
Varicella #2:		
Td booster:		
Tdap:		
Flu:		
Flu #2:		
Pneumovax:		
Hep A #1:		
Hep A #2:		
Menactra:		
Meningoc:		
Rotavir #1:		
Rotavir #2:		
Rotavir #3:		

Prev Form (Ctrl+PgUp) | Next Form (Ctrl+PgDn) | Close

FM Procedures IUD Revision

When an IUD procedure is selected, the field for IUD device must be entered before the 'Standard Method' button is clicked. If the device field is NOT entered, the user is prompted to enter the name and re-click the 'Standard Method' button.

The screenshot shows a software interface for "FM Procedures: Hilary Abigail Thurston". On the left, a list of procedures is shown with "IUD Placement" selected. The main form contains various input fields and buttons. A "Logician" dialog box is overlaid on the form, displaying the message: "Enter IUD device name into the field below. Then re-click the 'Standard Method' button." with an "OK" button. The form includes sections for "Informed Consent", "HIV Consent", "Pregnant?", "Copper Allergy?", "Immunosupp/Steroids?", "Anesthesia", "Method", "Betadine Prep", "Sterile Drape", "Tenaculum", "Uterine Sound", "Standard Method" button, "IUD device" field, "Hemostasis", "Deep Layer", "Skin Closure", "Wound length", "Dressing", "Topical Antibiotic", "Patient tolerance", "Complications", "Aftercare" (with checkboxes for Dressing Changes, Topical Antibiotics, Bathing, Oral Antibiotics, Signs of Infection, and Checking for presence of IUD strings after period), "Return", "For", "Comments" text area, and navigation buttons "Prev Form (Ctrl+PgUp)", "Next Form (Ctrl+PgDn)", and "Close".