

V11 Note Webcast Series

Building Notes - Basics

Embrace the new world of healthcare



Sue D'Agostino, RN

Clinical Consultant with Galen Healthcare Solutions

- Over 18 years in Healthcare including 6 years EHR experience
- Galen Enterprise EHR Certified
- Clinical consultant, Business/Clinical Analyst










Litisha Turner, MS, BSN, RN

Senior Clinical Consultant with Galen Healthcare Solutions

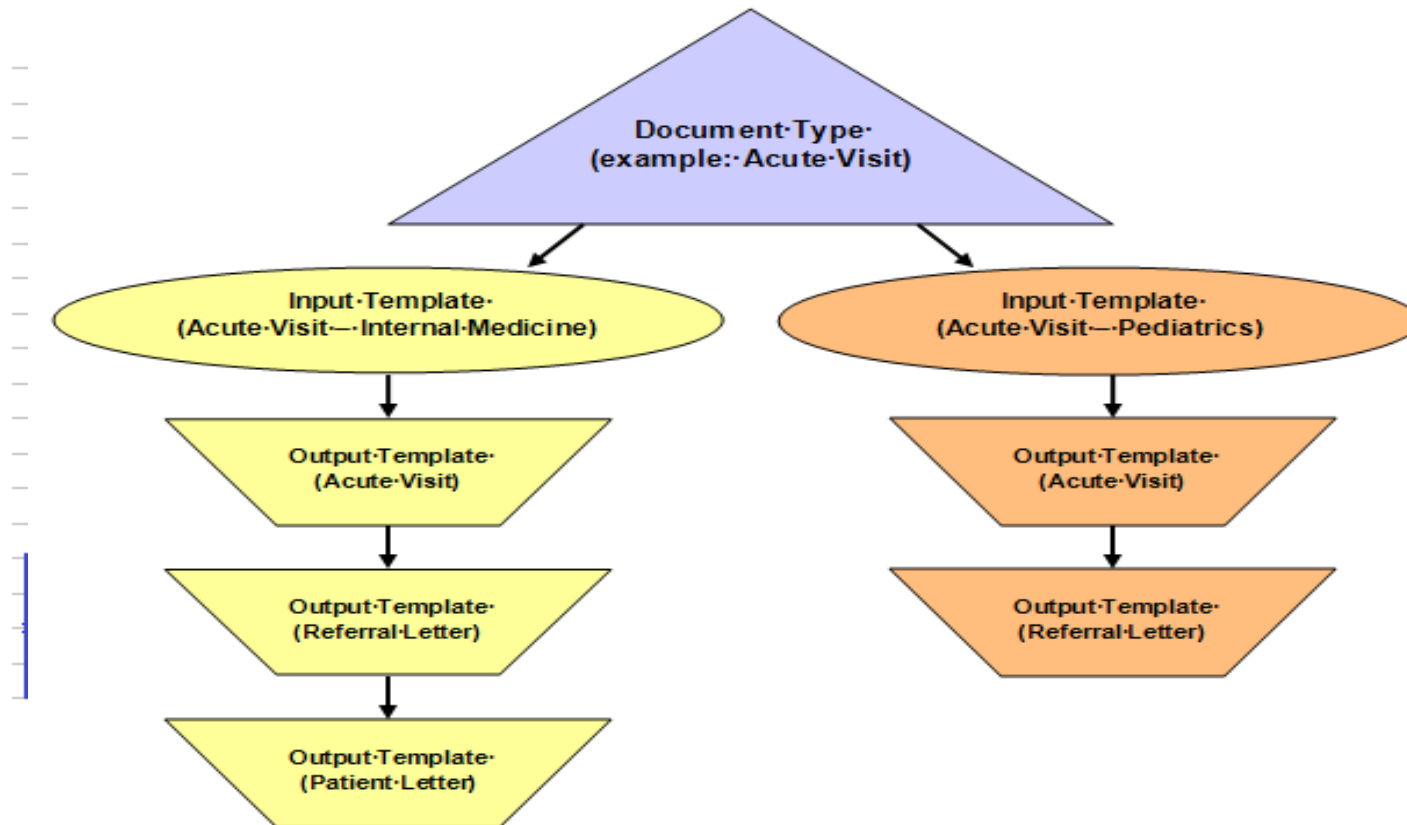
- Over 14 years in Healthcare including 8 years EHR experience
- Galen Enterprise EHR Certified
- Clinical consultant, Business/Clinical Analyst

Objectives:

-  **Document using a new Chief Complaint driven note**
-  **Review the relationship between document types, input and output templates.**
-  **Discuss and review the Document Type Dictionary.**
-  **Locate and briefly discuss noteforms and text templates.**
-  **Discuss and review a note input template and define the sections.**
-  **Discuss and review an output template.**
-  **Assign the new output template to a chart section.**

Document/Input/Output Relationship

****Note that it is the output templates that get saved to the chart**



Document Type Dictionary

Dictionary: Document Type

Code	Name	Mnemonic
SNN	Sue's New Note	SNN

General Properties

Required Finalization Authority:

Required Owner Authority:

WorkFlow:

Manifestation:

Difficulty Factor:

General Properties II

Display Note Icon on Schedule Prompt User to Route for Further Signature

Include in Unsigned Notes Report Is Result

Auto CC Is Letter

Allow eReply to Patient Prompt For Signature Override

Req Corr - Allow Invalidate Only Is Clinical Summary

Note Properties

General

Description:

Is Sub Type Parent Form:

Finalize Note on Save

Note Visibility

On Saving On Initial Signing On Finalization

Note Task

Create Referring Provider Notification

Create Patient Notification

Create Review Covered Note Task on Finalization

Force Amendment if:

Annotation Added

Encounter Changed

Carbon Copy Added or Edited

Note Owner Changed

Add Picklist Report Search

NoteForms

- **Provided as an easy way to enter structured data and render text in a clinical note.**
- **Highly configurable and can consist of Medcin (which appear on a note form as a Yes/No or Plus/Minus control, a check box, or in a group of radio buttons.), Text, Illustrations or Text Templates.**
- **Note that Medcin findings are considered discrete data and are therefore queryable. In 11.2 and higher and higher releases of Analytics- text controls are also queryable.**
- **Forms can be added to a note section by hitting the “add” button and then searching for the desired form.**
- **Can either keep it simple when searching to see more options or can also filter by form type, note type and/or specialty.**

Things to Consider

- Remember that **STANDARDIZATION** is key. Align your note names with other document type (i.e. Scan and Unstructured). Determine what types of notes you will need across your organization as a whole, consider a good naming convention for ease of finding them in the Chart Viewer.
 - Note type examples include:
 - Acute, Chronic, Telephone, Refill/Renewal, Result Notes
 - New Pt, Established Pt Notes
 - Disease specific (i.e. Diabetes, COPD/Asthma) Notes
 - Note naming convention for multi-specialty orgs:
 - IM Renewal , FP Renewal, Peds Renewal, Derm Renewal etc...
 - Single Specialty with multiple sites:
 - Use clinic acronym as prefix: AO Phone, LO Phone, HO Phone

Additional Considerations

- **Remind your end users to ALWAYS read their note outputs to ensure clarity, prior to signing off of the note.**
- **The more documentation that is done within the note using Medcin, the more accurate E/M coder will be.**
- **Medcin IS discrete data and is therefore queryable**
- **In higher versions of Analytics using V11.2 or higher, text controls in addition to Medcin controls are reportable.**

Contact Information

Questions:

education@galenhealthcare.com

Corporate: 888-Galen-44 Information

You can find all handouts as well as questions and answers from this webcast and other webcasts on our wiki at:

<http://wiki.galenhealthcare.com/Webcasts>

Questions?

