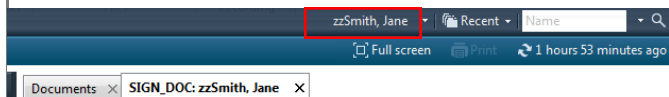


PowerChart

Adding Physician Hospital Charges– Physician Job Aid



Sign a forwarded Consult Note/ Add Consult Charge

1. In Message Center, open the Consult Note that has been forward to you for signature.
2. Review the information in the PA's note. If you need to add a new diagnosis that is not documented or change an existing one based on your consult with the patient, open the patient's chart BEFORE modifying the note. To open the chart, click the patient's name above the note.



3. On the **Consolidated Problems** section, use the Quick Search field next to "Add new as" to search for your diagnosis. *Be as specific as possible in your search to return a more specific diagnosis.* The diagnosis is required to be added to the Consolidated Problems list so it is available to associate to a change.

4. When the diagnosis is added, remove the number next to the problem you added by clicking the arrow next to the number and selecting the dashes. An icon will indicate if it is specific enough for a charge to be dropped.

-  Specified: No further specificity is needed.
-  Unspecified: Not enough specificity to match code.

5. If unspecified, perform one of the following:

- a. click on the icon to open Diagnosis Assistant to determine a more specific diagnosis.
 - b. Remove the problem by clicking the blue This Visit button and use more specific search terms search to return a more specific result.
- Refer to the Diagnosis Assistant Quick Reference Guide for more details.

<http://www.christianacare.org/workfiles/ICD10/DiagnosisAssistant-TriFold.pdf>

6. Close the patient's chart to return to Message Center.
7. Click the **Modify** icon to open the note.
8. Under Additional Recommendations or Comments, add your attestation, any comments and document any new diagnosis you added on Consolidated Problems (it will not pull into this note).
9. Click **Sign/Subm**. Then click **Sign**.

10. The Hospital Charges window will appear.

The Hospital Charges component allows you to submit visit level E&M charges for a selected patient's encounter.
Note: Charges do not carry forward and must be added daily.

- a. The previous charges section will show you any charges you have added for this patient over the course of his/her visit. *If you haven't added a charge the box will indicate "Charge Needed". If you did not perform a service for the patient on that day, a charge is not needed.*
You can click **Show all Patient Charges** to see all charges for this patient.
- b. On the right side of the window, the date will default to today and the note on which to place the charge will default to the one you just signed. *Important: The note and charge date should match the Date of Service on which you performed the service.*

11. Under the E&M code category list, select a visit type by clicking on it (for example, Hospital Consults) .

12. A list of associated E&M codes will display. Select the code for the level of service you provided supported by your documentation in the note.



13. The list of diagnosis from the Consolidated Problem list is displayed. Check the box next to the diagnosis which you want to associate with the charge. The first diagnosis selected becomes the primary diagnosis. You can select more than one. You can change the priority by clicking the arrow next to the number and selecting the correct priority.

14. Finally, click **Submit**.

PowerChart

Adding Physician Hospital Charges– Physician Job Aid

Create Consult Note/ Add Consult Charge

1. Open the patient's chart and click the **Admit/Consult** tab to review the information in the workflow.
2. It is best practice to document on the workflow as you review, but it is **required** to add your diagnosis in Consolidated Problems, so it is available to associate to a charge.
3. Review the **Consolidated Problems** list. If your diagnosis hasn't been added, use the Quick Search field next to "Add new as" to search for your diagnosis. *Be as specific as possible in your search to return a more specific diagnosis.*
4. When the diagnosis is added, an icon will indicate if it is specific enough for a charge to be dropped.
 -  Specified: No further specificity is needed.
 -  Unspecified: Not enough specificity to match code.
5. If unspecified, perform one of the following:
 - a. click on the icon to open Diagnosis Assistant to determine a more specific diagnosis.
 - b. Remove the problem by clicking the blue This Visit button and use more specific search terms search to return a more specific result.

Refer to the Diagnosis Assistant Quick Reference Guide for more details.

<http://www.christianacare.org/workfiles/ICD10/DiagnosisAssistant-TriFold.pdf>
6. After adding your problem, it is recommended to use the **Assessment and Plan** section to remove any diagnosis for which you are not documenting. Hover over the diagnosis and click the **X** to remove. Then document the pertinent assessment and plan below each individual diagnosis.
7. Under Create Note, select **Consult Note (Consult)**.
8. Review the note for accuracy and add any additional information, including tagged items. Click **Sign/Submit**.
9. On the Sign/Submit Note window, change the title, if needed. Then click **Sign**.
10. Follow steps 10-14 on Page 1 to add the charge.

Add PA Charges for Consult for discharged patient

If the PA performed a Consult, but the patient was discharged before you could see the patient, add the charge for the consult performed by the PA.

1. Locate the forwarded Consult note.
2. Open the note and select Modify.
3. Add an addendum to the note describing the reason to modify the charge.
4. Sign the note.
5. On the Hospital Charges window, select the Visit Type of PA Only– Billing.
6. Select the code for the level of service the PA provided based on their note documentation.

Charge Details: Walton, Lisa L. CSA

E&M Code	
Favorites	CPT Code
Hospital Consults	99251PA
Initial Hospital Visit	99252PA
No charge	99253PA
Obs (Initial Admit)	99254PA
PA Only – Billing	99255PA
Subsequent Daily Care	99221PA
Subsequent Outpatient OBS	99222PA
	99223PA
	NO CHARGE - PA

7. Click **Submit**.

Create Progress Note/ Add Daily Care Charge

1. Open the patient's chart and click the **Manage** tab to review the information in the workflow.
2. It is best practice to document on the workflow as you review, but it is **required** to add your diagnosis in Consolidated Problems, so it is available to associate to a charge.
3. Review the **Consolidated Problems** list. Your diagnosis should have been added as part of the Consult. If your diagnosis hasn't been added, use the Quick Search field next to "Add new as" to search for your diagnosis. *Be as specific as possible in your search to return a more specific diagnosis.*
4. If unspecified, see the Diagnosis Assistant Quick Reference Guide to resolve.

<http://www.christianacare.org/workfiles/ICD10/DiagnosisAssistant-TriFold.pdf>
6. After adding your problem, it is recommended to use the **Assessment and Plan** section to remove any diagnosis for which you are not documenting. Hover over the diagnosis and click the **X** to remove. Then document the pertinent assessment and plan below each individual diagnosis.
7. Under Create Note, select a Progress Note.
8. Review the note for accuracy and add any additional information, including tagged items. Click **Sign/Submit**.
9. On the Sign/Submit Note window, change the title, if needed. Then click **Sign**.
11. The Hospital Charges window will appear.
12. Under the E&M code category list, select a visit type by clicking on it (for example, Subsequent Daily Care).
13. A list of associated E&M codes will display. Select the code for the level of service you provided supported by your documentation in the note.
14. The list of diagnosis from the Consolidated Problem list is displayed. Check the box next to the diagnosis which you want to associate with the charge. The first diagnosis selected becomes the primary diagnosis. You can select more than one. You can change the priority by clicking the arrow next to the number and selecting the correct priority.
15. Finally, click **Submit**.

Create Brief Note/ Add a “No Charge” Charge

If you create a Brief Note for communication and no service was provided, after signing the note:

1. On the Hospital Charges window, select the Visit Type **No Charge**.
2. Then click the CPT code **No Charge**.
3. Select a diagnosis.
4. Click **Submit**.

Today

Place Charge (Brief GI Note)

! nCode does not support the selected CPT code or specialty

Charge Details: Walton, Lisa L.	CSA	Related Note: Brief GI Note	Edit
--	-----	------------------------------------	------

E&M Code

		CPT Code	History	Exam	Decision Making	Favorites
Hospital Consults		NO CHARGE				
Initial Hospital Visit		NO CHARGE - EUS				
No charge		NO CHARGE - ERCP				
Obs (Initial Admit)						
PA Only - Billing						
Subsequent Daily Care						
Subsequent Outpatient OBS						

Modify a Charge

If you add the wrong charge, you can add the correct charge by modifying the documentation.

1. Locate your note.
2. Open the note and select **Modify**.
3. Add an addendum to the note describing the reason to modify the charge.
4. Sign the note.
5. On the Hospital Charges window, add the correct charge.
6. Select the diagnosis.
7. Click **Submit**.