

# **Cancel Charges**

If you add the wrong charge, you can cancel or discontinue it

#### within 10 minutes, while the status is still Ordered.

1. On the Phys. Charges tab, click the heading **Current Visit Charges**.

C	urrent Visit Charges	≣• ⊘	
5	Selected visit		
		Status	Ordered
99	231 Susbseq Hosp	Ordered	12/29/14
Vis	s,Focused-SCCA		13:23

- 2. This brings you to the Orders screen.
- 3. Click on Non Categorized.
- Right click on the charge to discontinue (the status should be Ordered).
- 5. Select Cancel/DC.
- 6. On the Details tab, select a Discontinue reason from the

Detail values list.

Details for 99231 Susbseq Hosp Vis,Focused-     Details     Details     Details     Details     Details     Details     Details     Details     Details	SULA		
Order details	+ <b>5</b> h.	Detail values	
Discontinue Reason		(None)	
Discontinue Date and Time [12/29/2014 13:35]		Attending called away for emergency	
		Behavior Restraint order discontinued	
		< III	

7. Click Sign.

8. The charge will display as **Discontinued** on the Orders screen and on the Phys. Charges tab.

Current Visit Charges	(1)	≣∙⊗
Selected visit		
	Status	Ordered
99231 Susbseq Hosp	Discontinued	12/29/14
Vis,Focused-SCCA		13:26

Note: If the Status of the charge is Completed, it cannot be discontinued. Add the correct charge and on the Details tab, select Special Instructions. Add a comment about the charge you couldn't discontinue and request for it to be removed.



# PowerChart SCCA: Adding Physician Charges Quick Reference Guide

# Need help?

For additional information, visit: www.christianacare.org/powerchart2014

### Or call:

PowerUp Team: 733-1777 (Mon– Fri) Help Desk: 327-EMER (3637)

> Version: 05 Effective Date: 03.30.15 Replaces: 03.02.15 IT Training

#### Add Service Charge

After completing the day's Progress Note for the patient, add the charge for the service provided for the day.

Note: Charges do not carry forward and must be added daily.

- 1. Click the Phys. Charges tab on SCCC Workflow.
- 2. Verify under Current Visit Charges that no charges were already added for the date of service.
- 3. Review the Diagnosis section. If a diagnosis hasn't been added, search and add using the Quick Search field.

Diagnosis =-	SCCA
All Visits	► Subsequer
Classification: All	<ul> <li>Hospital Co</li> </ul>
Add new as: This Visit	<ul> <li>Inpatient A</li> </ul>
Q	► Initial Hosp
	Hospital Di
Priority Problem	► OBS (Initia
This Visit (1)	OBS Discha
<ul> <li>Foot pain, left</li> </ul>	Subsequent
	BOBS, admit
(0) Condition: Foot pain, left	
No results to This Visit - ICD-9-CM Term: Pain in I	Limb (729.5)
(0) Recent Visits:	
02/11/2015 Classification: Medical	

4. Click on the black triangle in a category to open the list of

charges. Subsequent Daily Care

To select a charge, click on it. You can select more than 5. one charge, if applicable.

⊿ Subsequent Daily Care 99231 Susbseq Hosp Vis, Focused-SCCA

If you performed bedside procedures, select Bedside Procedure- SCCA under Bedside Procedures. Select one charge per procedure. Later, coders will add the appropriate code in Soarian based on your documented

Progress Note.



If no charge is	SCCA =• A
to be incurred	
from you that	
day, select <b>No</b>	Outpatienc Consults
Charge -	⊿ No Charge
SCCA under	No Charge - SCCA
	Bedside Procedures
the <u>No Charge</u>	APN Visits
category.	

7. The inbox turns green and indicates the number of orders. Click on the green inbox.

6.

8. Review the charge in the pop-up and if correct, click Sign.

Orders for Signature (1)	
Non Categorized 99231 Susbseg Hosp Vis.Focused-SCCA	
Show Diagnosis Table	Sign Save Modify Cancel

9. The Orders for Signature screen displays. Click the Missing Required Details button.

			-		
Orders	Medication List	Document In Pla	n		
		K	Orders	s for Signature	
	View	1	\$	\$ ⑦ ◎ V Order Name Status Start Details	
Orde	rs for Signature	*	⊿w	V6W; 6W09; A Fin#:3800105751 Admit: 11/13/2014 8:00:00 AM EST	
Plans			⊿ No	Ion Categorized	
Orde	rs			🔲 🤀 99217 OBS Care,Disch Order 🛛 CSSA, 3:08 PM, x 10 MIN	
Medication History			•	III	
Medi	cation History Snap	shot			=
Reco	nciliation History	÷	▲ De	etails	- 11
	Diagnoses & Prob	lems			-
	Related Result	3	2 Miss	ang Hequred Details Dix Table Urders For Congnature Urders For Nurse Review Sign Cancel	-

- 10. Click the Details tab.
- 11. Under Detail values, change the date to the service provided date (the time will default but the date of service will not).

▼ Details for 99217 OBS Care,Discharg	je Day-SCCA		
📸 Details 📴 Order Comments 🕼	Diagnosis		
Order details	<b>+ 1</b> h.	Detail values	
Practice [CSSA]		1502	
Charge Date/Time [3:02 PM]			
Diagnosis			

- If the date of service was today, click in the Date field and ٠ type **t**. Today's date will be entered in the field.
- If the date of service is a previous day, type the date of ٠ service or use the dropdown arrow next to the date field to choose the date from a calendar.
- 12. Click the Diagnosis tab.

13. In the Diagnosis (Problem) being Addressed this Visit section, check the box next to the appropriate diagnosis from the list.

•	▼ Details for 99231 Susbseq Hosp Vis,Focused-SCCA									
	Diagnosis (Problem) being Addressed this Visit Add Display: All									
	Clinical Dx		Clinical Dx Appendicitis	Code 72283						
	Appendicitis     Appendicitis, Unqualified     Chronic Obstructive Asth		Appendicitis, Unqualified Chronic Obstructive Asth	541 493.20						
			2 4	Unspecified Septicemia Anxiety State, Unspecified	038.9 300.00					
0.5	(© 3 Hypopotassemia 276.8      Missing Remuled Details     Dy Table     Orders For Nurse Review     Sign     Cancel									

- Diagnosis (Problem) being Ac
- 14. If you add more than one diagnosis for the charge order, prioritize the diagnoses by placing a check mark next to the first diagnosis, then the second, etc. The number will display in the Priority column to the left of the Diagnosis name. This allows you to

assign priority for the charge each day.

Add Display: Clinical Dx Appendiciti  $\checkmark$ 1 Appendiciti Chronic Ob  $\checkmark$ 2 Unspecified  $\checkmark$ 4 Anxiety Stat  $\checkmark$ 3 Hypopotase

- 15. When finished, click Sign.
- 16. The charge displays on the Phys. Charges tab under Current Visit Charges. The status is Ordered.

	≡• ⊘	Current Visit	Charges (2)		≡• ⊗
		Selected visit			
A				Status	Ordered
500	A	99231 Susbseq H	losp	Ordered	12/29/14
\ \		Vis,Focused-SCC	A		13:26
ſ.		99231 Susbseq H	losp	Ordered	12/29/14
	Order: 99231 Susbseq H	Hosp Vis,Focused-So	CCA		:23
	Order Details: 12/28/20	14 13:26			
	Order Comments:				
	Order Date/Time: 12/29	9/2014 13:26			
	Start Date/Time: 12/28	/2014 13:26			
	Status: Ordered				
Ordered by: ZZ, CCHS IT					

17. Hover over the charge to see the Start Date Time (date service was performed) vs. Order Date/Time (date charge was ordered).