

# **Documentation Workflow**

The new Documentation workflow page will make the creation of your notes a by-product of your normal workflow.

- 1. Launch Dragon before accessing a patient's chart, so that it may load while you are reviewing the chart.
- 2. From the patient list, open the patient's chart.
- 3. The ED Viewpoint will open to the ED Note Workflow.
- 4. On the left is the **Workflow**.

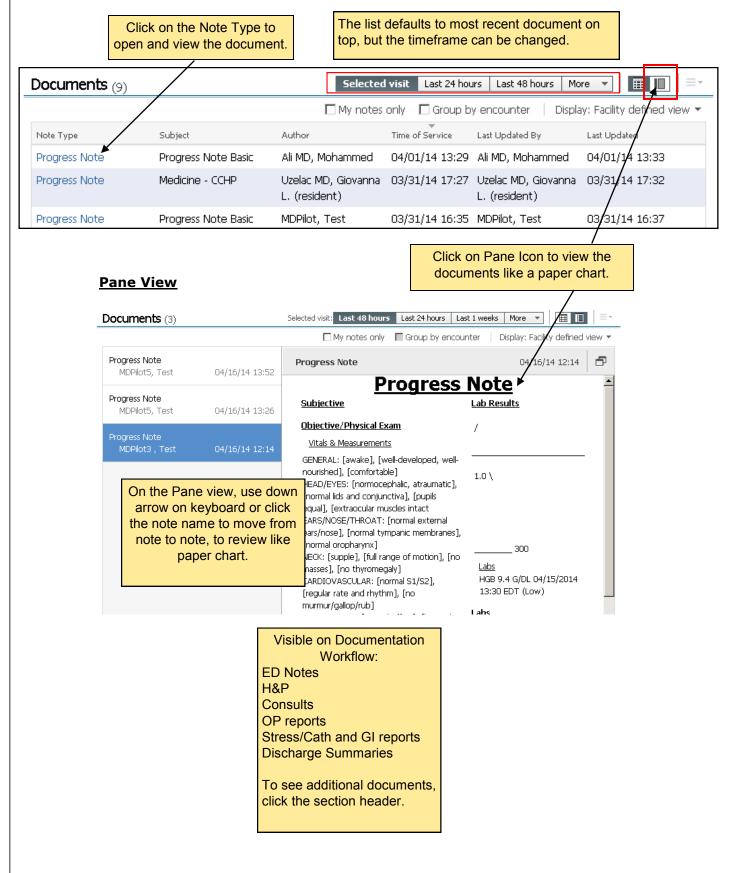
zztest, timde 🛛 🛛						🔶 List 🔿 🌾 Recer	
ztest, timdemo	Age:44 years	Gender:Male		ency [09/23/2014 07:47 - 09/		Allergie	s: No Known Aller
Pref Lang:Error	DOB:09/01/1970	Fin#:TIMDEMO	Loc:EWED		MRN:TIMDEMO	<b>1 1 - 0</b>	
	🕈 < 🔸 🛨 者 ED Viewpoint	:				[□] Full screen	🛑 Print 🛛 ಿ 8 m
ED Viewpoint	👫 🗎   📕 📄   🔍 🔍   100%	-   🕘 🖨 🟠					
Results Review/Flowsheet	ED Note Quick Orders.	ED Story ED Depart	ED Summar	y			
Orders 🕂	Adı						
Medication List	Triage Documentation	Triage Documenta	tion			07:0	9 Sep 23, 2014
imited Documents (ED)	Documents (1)						
Documents	Home Medications (7)						
orm Browser	ED Active Medication Orders	3 ABDOM	IINAL PAIN				
atient Information	Allergies (1)						
Problems and Diagnoses	Vital Signs						
rocedure History	Past Medical Hx (Problems)						
llergies 🕂	Adı Past Surgical Hx (Procedures)	Temperature	Heart Rate	Blood Pressure	Respiratory Rate	O2 Saturation	Pain
/AR Summary	Social/Family History (3)	36.2 DegC	125 bpm	189 / 65 mmHg	20 br/min	89 %	5
MAR	History of Present Illness	Usiaht	Moight	Body Mass Index	Visual Acuities	Glasgow Coma	
/IEW / I&O	Review of Systems	Height	Weight	Body Mass Index	Visual Acuities	Scale	
D Quick Orders	Physical Exam						
hart Search	Labs	General Information		Advanced Directive		Domestic Neglect or Tr	2002
/licroViewer	Microbiology	No results found		Not configured		Not configured	
Document Viewing 🛛 🕂	Adı Diagnostics	No results round		Not conligured		Not configured	
D Note Workflow	Outstanding Orders	Assessment		Fall Risk		Pre-Provider Treatments	
	New Order Entry	Not configured		Morse Fall Risk : 0	Green (Standard	No results found	
	Assessments & Forms						
	Create Note			Suicide Risk			
				Not configured			
				Additional History			
				ESI Level : 2			
				History of pres : C	Chest pain x 2 d		

5. Click on each item to jump to that section. You can also scroll down the page to review each section in the workflow.



### **Documents**

Documents provides a list of previous signed electronic documents for this visit based on the timeframe selected.





### **Triage Documentation**

Triage Documentation provides a quick summary of Triage information in an easy to read view.

Based on the Triage Nursing Documentation for this visit, it includes:

- Chief complaint: This is the Triage Chief complaint.
- Vital signs: Most recent set
- General Information: such as mode of arrival
- Advanced Directive choices
- Domestic Neglect or Trauma details
- Assessment from Triage
- Fall Risk
- Pre-Provider Treatments
- Suicide Risk
- Pregnancy information
- Additional History, like the Acuity level and HPI.

Triage Documentation					12:11 Nov 04, 2014   =-
<b>3 ABDOMINAL PA</b>	IN				
Temperature 36.8 DegC	Heart Rate 95 bpm	Blood Pressure 122 / 73 mmHg	Respiratory Rate	O2 Saturation 98 %	Pain 9
Height 	Weight 66.3 кд	Body Mass Index	Visual Acuities	Glasgow Coma Scale 	Fetal Heart Tones 
General Information		Advanced Directive		Domestic Neglect or Trau	ma
No results found		Not configured		Not configured	
Assessment		Fall Risk		Pre-Provider Treatments	
Not configured		Morse Fall Risk :	Green (Standard Risk)	No results found	
		Suicide Risk		Pregnancy	
		Not configured		Not configured	
		Additional History			
		ESI Level :	3		
		History of present i:	Pt c/o R sided abd p		



### **Home Medications**

Home Medications carry over from Encounter to Encounter. Although Home Meds may be documented by the ED, ensure they are accurate and do not contraindicate, as this list will populate in your note.

H	ome Medications (7)			
	Medication	Last Dose Date/Time	Compliance	Compliance Comments
	Rx: albuterol 90 mcg/inh inhalation aerosol with adapt PUFF, Inhalation, Q4H, 1 EA, PRN: Wheezing/SOB			
	Hx: Aspirin			
	Hx: GLIPIzide.			
	Rx: Levaquin 500 mg oral tablet 500 MG, 1 TAB, PO, 0 7 TAB	Q24H, <b>06/18/14 16:19</b>		

To see if the Med History has been updated for this visit, see the Status in the ED Active Medication Orders section below.

### **ED Active Medication Orders**

Medications for the selected visit are displayed in the following categories:

- Scheduled
- Continuous
- Administered in last 12 hours

ED Active Medication Orders		or the full list of medications and Iministrations, click the O Active Medication Orders eading to view the MAR ummary screen.	Status: 🗸	Meds History	Adm. Meds Rec	Selected visit	= - ds Rec
Scheduled (0)					1		
Continuous (0)		Status: Complete			_/		
Administered (0) Last 12 hours		Last Documented: 09/23/2014 08:13			_/		
Administered (0) Last 12 hours		Last Documented By: Shiuh MD, Timothy Y.			/		
• • • Hc	Meds Hist Adm. Med Disch. Me		<ul> <li>✓ =</li> <li>2 =</li> <li>3 =</li> <li>4 person who</li> </ul>	= Comple = In Progr = Not Star o completed	ress rted the Med Rec.		



# **Sections in Workflow**

When performing Med Rec, confirm that the information o right side is correct and that t order includes:

- Name
- Dosage •
- Route •
- Frequency

ZZTEST, PHYSDOC6	Age:28 years DOB:01/24/1986	Fin#:3800100074			5A; 5A01; E	01/24/2014 07:39 - <no -="" aller<br="" da="" discharge="">B MRN:2800100056</no>	
🕂 Add   🔚 Manage Plans						Status Meds History 4 Adm. Meds	Rec 📵 Di
N	Orders Prior to Reconcil	iation				Orders After Reconciliation	
🖳 🕅 Order Nan	ne/Details	Status			B 7	Order Name/Details	Sta
Medications			-			1	
	nophen (Acetaminophen (Tyler ? TAB, PO, Q4H, PRN: Pain Scale - M		۲	0	A 🔁	acetaminophen (Acetaminophen (Tylenol)) ( 650 MG, 2 TAB, PO, Q4H, PRN: Pain Scale - Mild 1-3	
	ine (AMLOdipine.)	Documented	0	0			
्यु° 设 aripipraz	ole (Abilify)	Documented	0	0			
0 Refill(s)	il (CAPTOpril.)	Documented	0	0			
	ol <mark>(Carvedilol (Coreg)) (Carvedi</mark> 1 <i>TAB, PO, BID</i>	lol const			•	carvedilol (Carvedilol (Coreg)) (Carvedilol 6.2 6.25 MG, 1 TAB, PO, BID	25 M Or
्यु° 😵 carvedilo	ol (Coreg)	Documented	0	0			
750 MG, 3	Cacin (LevoFLOXacin (Levaquin) TAB, PO, Daily	) (LevoFL Ordered	۲	0	Ð	levoFLOXacin (LevoFLOXacin (Levaquin)) (Le 750 MG, 1 TAB, PO, Daily	voFL Or
· · ·	OXine (Levoxyl)	Documented	0	0			
25 MG, PC			۲	0	<b>(</b> )	meTOPROIol (meTOPROLol XL (Toprol-XL)) 25 MG, PO, Daily	Or
0.3 MG, 5.	e <mark>rin (Nitroglycerin (Nitrostat)</mark> 9 L, <i>Q_SMin, PRN: Chest pain-MR x2</i>	5L Tab) Ordered	۲	0	Ð	nitroglycerin (Nitroglycerin (Nitrostat) SL Tal 0.3 MG, SL, Q_SMin, PRN: Chest pain-MR x2	b) Or
0 Refill(s)	ole (omeprazole.)	Documented	0	0	_		
4 MG, 1 5	t <mark>ron (Ondansetron ODT (Zofran</mark> 1748, PO, Q8H, PRN: Nausea/Vomiti	ing	۲	0	- w	ondansetron (Ondansetron ODT (Zofran ODT 4 MG, 1 SLTAB, PO, QBH, PRN: Nausea/Vomiting	<i></i>
	lin-tazobactam (Piperacillin-Ta ? <i>ML/HR, IV, Q8H</i>	zobacta Ordered	۲	0	<b>(</b> )	piperacillin-tazobactam (Piperacillin-Tazoba 4.5 G, 200 ML/HR, IV, Q8H	<mark>cta</mark> Or
्यु° 😵 topirama	ate (Topamax)	Documented	0	0			
	(Zolpidem (Ambien)) (Zolpide .5 TAB, PO, QH5, PRN: Insomnia	m 5 Mg T Ordered	۲	0	Ð	zolpidem (Zolpidem (Ambien)) (Zolpidem 5 N 2.5 MG, 0.5 TAB, PO, QHS, PRN: Insomnia	<b>1g T</b> On
Details							

### **Allergies**

Modify Allergies by selecting section header or add an allergy by clicking the plus sign.

Allergies (1) 🕇						Al Visits $ \equiv$ *
Name	reverity	Reaction	Reaction Type	Onsel	Source	Comments
NKA			Allergy			
	< > -	🔒 Allergies				
	Mark All as	Reviewed				
	🕂 Add 🛛 🛛	Modify ONO Known Allergies	No Known Medication Allergies	Reverse Allergy Check	Display Activa	
	D., Substar			set Reaction S Updated By Addison A 06 #85/201	/ Source Reviewed I	
	NKA	Drug	Alergy	Active Dates/201.		

## Vital Signs

This section only shows vitals from the current encounter. To view vitals from previous encounters, click the header to change the search criteria.

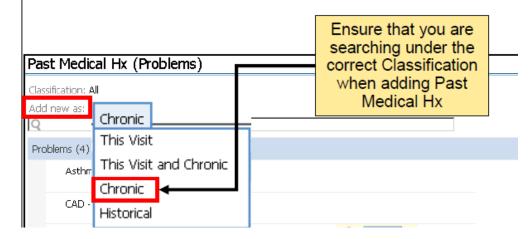
Vital Signs 🕂		Selected visit: La	test* Selected visit I	ast 6 months 🛛 More 🔻 🔛		
	Aug 8, 2013 07:06	Jul 24, 2013 13:08	Jul 17, 2013 13:44		Jun 25, 2013 18:55	
Temp	36.0			]	36.8	
BP			isplay defaults to most recent vitals, but the		163 [2] 89	
HR		tin	eframe can be changed.		93	
Respiratory Rate				J	20	
Pulse Ox					98	
Oxygen Source ED					Nasal Cannula	



### Past Medical Hx (Problems)

Past Medical Hx (Problems) is a combined list of Past Medical History and Problems.

To add Past Medical History and Problems, change the "Add New As", located above the Search field, to Chronic.



In the Search field, type the problem. This will begin yielding results from which you can choose. Click the appropriate problem.

Past Medical Hx (Problems)	
Classification: All	
Add new as: Chronic	
Q copd	
COPD, mild (496)	
COPD type A (492.8)	
COPD, severe (496)	
COPD type B (491.20)	
COPD, moderate (496)	
COPD mixed type (496)	
End stage COPD (496)	
COPD bronchitis (491.20)	
COPD, very severe (496)	
History of COPD (V12.69)	

### Remove a problem

Click the problems you wish to remove. The items selected will turn blue.

Past Medical Hx (Problems)		All Visits	≣∙
Classification: Al		Remove from This	s Visit
		Resolve	
Add new as: This Visit		Inactivate	
<u>R</u>		Cancel	
Problems (4)	×	Move to Chronic	
		Move to This Visit	
Asthma			
CAD - Coronary artery dsease			
HTN - Hypertension 🦉			
Select the icon on the top right corner and selec	t Cancel or Resolve.		



### Past Surgical Hx (Procedures)

Past Surgical Hx (Procedures) is a list of past procedures.

To add a new past surgical history, click the header.

#### Past Surgical Hx (Procedures) (3) All Visits 🛛 🚍 Procedure Suraeon Implant Date ⊿Procedures (3) Other Irrigation of Wound ---08/19/13 ---Appendectomy Hernia repair < 🔶 Procedure History ≁ Procedure Click the Add plus sign Mark all as Reviewed to add a new Hx Procedures or 🖞 Modify Displ 🕂 🕂 Double click on existing Procedures to Location Last Reviewed 0, 🔧 Code Procedure 🗢 Lat modify Appendectomy 132967011 84078018 Hernia repair Other Irrigation of Wound 8/19/2013 J, 96.59 Return to the workflow by clicking the back arrow.

### Remove a procedure

Make sure that you are not currently attempting to add a problem.

On the main Procedure History window, right click on the procedure you wish to remove. Then select, **Remove Procedure**.

Mark all as Reviewed  Procedure  Add Modify [	History Display: Active					
Procedure A	Laterality	Procedure Date	Location	Last Reviewed	i 🛄 🔭	Code
Appendectomy Hernia repair Other Irrigation of Wound	Add Procedure Modify Procedure View Details Remove Procedure Add to Favorites Properties	/19/2013				132967011 84078018 96.59



### Social/ Family History

This data is captured by ED Nurses during ED Assessment. Ensure the date and time are for a current visit. If you need to add additional Social/Family History details, click the drop down arrow. Select **ED Provider Family & Social Hx**.

Social/Family History (5) 🕂 🥃			Selected visit 🛛 🗏
ED Pro	wider Family & Social Hx	Date/Time	
Ever Smoked Tobacco	Current Every Day Smoker	06/25/13 18:58	
Tobacco Use - Frequency	0.5 pack/day	06/25/13 18:58	
ALCOHOL USE	Beer	06/25/13 18:58	
Alcohol Use - Frequency	Occasional	06/25/13 18:58	
DRUG USE	Never	06/25/13 18:58	

This opens the Social and Family History form. Complete the additional information.

Sign by clicking the green check mark on the top left corner of the form.

ED Provider Fan	nily & Social Hx - edis, tim9
*Performed on: 06,	
ED Provider Soci	
Abbreviations - El	Social History
Instructions - ED I	Tobacco       Use       Current Every Day Smoker       Former Smoker       Tobacco         Smoker, Current Status Un       Never Smoker       Frequency         Image: Smoker, Current Status Un       Unknown if Ever Smoked       Frequency         Image: Smoker, Current Status Un       Unknown if Ever Smoked       Image: Smoker         Image: Smoker, Current Status Un       Unknown if Ever Smoked       Image: Smoker         Image: Smoker, Current Status Un       Image: Smoker       Image: Smoker         Image: Smoker, Current Status Un       Image: Smoker       Image: Smoker         Image: Smoker, Current Status Un       Image: Smoker       Image: Smoker         Image: Smoker, Current Status Un       Image: Smoker       Image: Smoker         Image: Smoker, Current Status Un       Image: Smoker       Image: Smoker         Image: Smoker, Current Status Un       Image: Smoker       Image: Smoker         Image: Smoker, Current Status Un       Image: Smoker       Image: Smoker         Image: Smoker, Current Status Un       Image: Smoker       Image: Smoker         Image: Smoker, Current Status Un       Image: Smoker       Image: Smoker         Image: Smoker, Current Status Un       Image: Smoker       Image: Smoker         Image: Smoker, Current Status Un       Image: Smoker       Image: Smoker     <
	Alcohol Occasional Moderate Heavy Weekends Only None Other:
	Image: Never       Methamphetamines       Image: Drug       Occasional         Image: Drug       Prescription drug       Moderate         Image: Drug       Methamphetamines       Image: Drug         Image: Drug       Moderate         Image: Drug       Methamphetamines         Image: Drug       Moderate         Image: Drug       Methamphetamines
	Family History
	Family History       AAA       Asthma       Cerebral Aneurysm       DVT       MI · Heart Attack       Stroke         Aortic dissection       Cancer       Diabetes       Hypertension       PE       Other:
	Pediatric Social History
	Pediatric Social       Premature (<37 weeks)       Bith complications       Breast fed       Other:         Pregnancy complications       Day care       Bottle fed
	Immunizations to date per parent/caregiver?



<b>.</b>	HEALTH SYSTEM IT Tra	aining
Sections in Workflow		
History of Present Illness	To add your History of Present Illness	
History of Present Illness	<ul> <li>documentation for this update, you can:</li> <li>Free text</li> </ul>	
Tahoma ▼ 12 ▼ 🛷 🖻 🏟 B I U A:- 📰 🚔 🗃 📭	Auto text	
1	Dragon	
	The documentation will auto-save after a	
	short period of time, but you can also click <b>Save</b> .	
	What you add here will display in the note.	
	Save	
Review of Systems		
Review of Systems	Selected visit	=-
Font 🔹 Size 🗸 🐇 🖺 🎦 🛛 A:- 🖹 🗮 🗃 🚳	To add your Review of Systems documentation for	
	<ul> <li>this update, you can use:</li> <li>Auto text</li> </ul>	
	Dragon	
	Save	
Physical Exam		
Physical Exam	To add your Physical Exam documentation for this	it   ≡-
Font 🔹 Size 🔹 🛷 🛅 🛍 🖪 I 🖳 🗛 🔹 🗮 🗮 🚳	update, you can use:	
	<ul><li>Auto text</li><li>Dragon</li></ul>	
	Save	aj (
1. Use Dragon commands to add:		
a template of multi-system exam information		
a macro of an individual system		
2. Use the Dragon <b>Tab Forward</b> key, the F3 key on keyb dictate your findings.	board or say "Next field" to move to each bracketed field and	
3. If you have to complete a selection field in the template a capital X.	e or auto-text (by adding an X to select a choice), be sure to ι	se

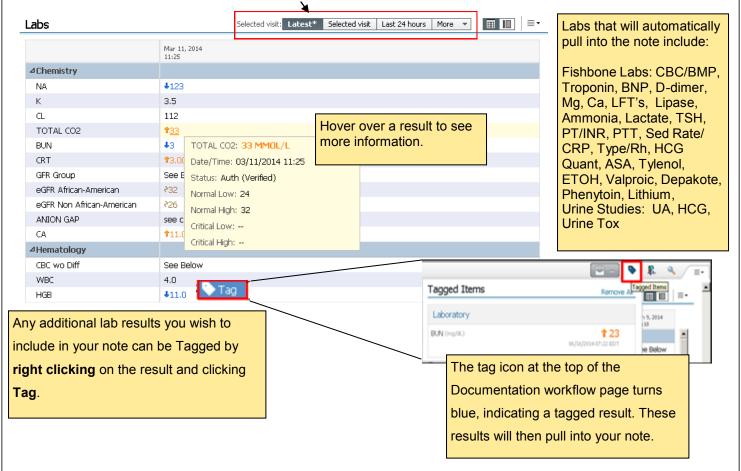
4. When complete, press the Accept Defaults key on the Dragon mic to remove the brackets.



### <u>Labs</u>

This section defaults to the latest labs resulted for this encounter.

Change the search criteria by selecting the look back options for this encounter.



To view labs from past encounters, click the **Labs** Heading. The Results Review Flowsheet will open. Change the search criteria to see past encounters.

🔹 🔹 🏦 Results Re	eview				ł
lowsheet V5 + Resp Flor	wsheet GI/HVIS/Periop Rehat	Svcs Nursing RRT	Advisory Flowsheet	MicroViewer OB-Per	inatal Peds-Perina
Flowsheet: All Results Flowsheet	et 💽 Level:	ALLRESLTSECT	As Of 14:	15 • Table C Group	C List
			25 June 2013 18:5	3 - 27 June 2014 14:15	i (Admit to Current
Navigator [ Chemistry Hematology		06/26/2014 09:37	06/25/2014 08:57	10/01/2013 22:24	09/26/2013 08:37
				-	



## **Microbiology**

View results by selecting the Microbiology Heading to open the MicroViewer or clicking on the Order name (in blue) to open the full report.

- Curlus	Course that	Counth	0	/=1-	Last 2 mont	· · · · ·	
Order	Susceptibility	Growth CULTURE NEG	Organism(s) 	Source/Site Urine, Straight	Collected 05/28/14 16:08	Last Updated 05/30/14 07:46	Status Completed
				Catheter			- 1 - 1
Blood Cult Wound Cult	£		 Serratia marcescens,	Blood, Central Line Abdomen	05/28/14 15:50	06/02/14 18:11 06/02/14 10:48	Completed Completed
Woden of Conc		NEG/CULTURE POS	Enterococcus faecalis, Staphylococcus spp. (coagulase negative)	Abdoment	03/20/14 13:30	00,02,14 10.40	Completed
	l	Irine Culture	w Gram Accessio	on: Astalatables?			
	Γ	Micro Repor	ts Specimen Ac	tion List			_
			ture w Gram. ab Autogenera		r 2014 10:0	5 - 🔺	
		Gram Stai REPORT 10	n /06/14 11:09			FINAL	
		Rare W	BC's				
			am positive r	ods suggesti	ive of	Ξ	
		Lactobaci	llus				
			ture (include /07/14 09:14	s gram)		FINAL	
		1,000-	10,000 cfu/mL	gram positi	ive growth		
						-	
							1
- 🔒 MicroViewer						(□) Full screen	Print 👌 O minutes as
rd 🗈 Copy 🛕 Preview   Relate	ed Results						•
Order Start Date Between					G	ustomize View 🔺 Previous Order	🔹 📕 🗏 Next Order
ate/Time:  V Order 0/2014 07:25 Blood Culture		Growth Ind: Organism	Existing Orders			:e/Body Site: 🛄 Fre	eetext Source
2014-07-23 Ploot		and the second second	and the second second	Ordening			



ections in Workflow				
iagnostics		The Diagnostic Tests displayed, but the time		ders for the selected visit will anged.
Diagnostics (4)	-	Selecte	d visit Last 24 hou	rs   Last 3 days   More 💌 📃 = -
Name Reason	For Exam	Resulted	Last Updated	Status
⊿Diagnostic Tests (0)				
No results found				
⊿Imaging (4)				
Chest PA and Lat		03/04/14 08:58		Ordered
CT Abd,Pelvis w/wo Contrast		02/24/14 07:05	02/24/14 07:27	Auth (Verified)
Chest PA and Lat		02/24/14 07:05	02/24/14 07:29	Auth (Verified)
Chest PA and Lat		01/27/14 10:07		Unauth
Document Viewer - ZZTEST, PH/SDOC6 - 28001000			ails - ZZTEST, PHYSDOC6	
थ 🖬 👔   🗞 🧮 🔍 🗶   🗟 🌾   ♦	•   🖴   💷 💀	Result History	Valid From	Valid Until Current
था ■ 🛍   🍇 है • / 🗶   🔍 🛀	+   🖴   🎟 😼 🗿	Value Exam Comple Ordered	Valid From ted 01/28/2014 11:01	
5400480		Value Exam Comple Ordered	Valid From ted 01/28/2014 11:01 01/28/2014 11:01	Current
5400480 Name: ZZTEST, PHYSDOC6	+   🖴   🎟 😼 🗿	Value Exam Comple Ordered	Valid From ted 01/28/2014 11:01 01/28/2014 11:01	Current
5400480 Name: ZZTEST, PHY SDOC6 DOB: 01-24-1986 Gender: F	+   🖴   🎟 😼 🗿	Report * Result A	Valid From           ted         01/28/2014 11:01           01/28/2014 11:01         01/28/2014 11:01	Current
5400480 Name: ZZTEST, PHYSDOC6 DOB: 01-24-1986 Gender: F Med Rec#: 2800100056	+   🖴   🎟 😼 🗿	Report *	Valid From           ted         01/28/2014 11:01           01/28/2014 11:01         01/28/2014 11:01	Current
5400480 Name: ZZTEST, PHYSDOC6 DOB: 01-24-1986 Gender: F Med Rec#: 2800100056 Financial#: 3800100074	+   🖴   🎟 😼 🗿	Report *	Valid From           ted         01/28/2014 11:01           01/28/2014 11:01         01/28/2014 11:01           ction List	Current
5400480 Name: ZZTEST, PHYSDOC6 DOB: 01-24-1986 Gender: F Med Rec#: 2800100056 Financial#: 3800100074 Location: Christiana Hospital	+   🖴   🎟 😼 🗿	Value Exam Comple Ordered Result Ar Chest PA ar Exam Com Date/Time 2 Contributor S	Valid From           ted         01/28/2014 11:01           01/28/2014 11:01         01/28/2014 11:01           ction List	Current
5400480 Name: ZZTEST, PHYSDOC6 DOB: 01-24-1986 Gender: F Med Rec#: 2800100056 Financial#: 3800100074 Location: Christiana Hospital Ordering Phys: SHIUH, TIMOTHY Y. MD	+   🖴   🎟 😼 🗿	Report * Result A Chest PA ar Exam Con Date/Time 2 Contributor S Accession Nu Status Unau	Valid From           ted         01/28/2014 11:01           01/28/2014 11:01         01/28/2014 11:01           ction List	Current
5400480 Name: ZZTEST, PHYSDOC6 DOB: 01-24-1986 Gender: F Med Rec#: 2800100056 Financial#: 3800100074 Location: Christiana Hospital	+   🖴   🎟 😼 🗿	Value Exam Comple Ordered Result Ar Chest PA ar Exam Com Date/Time 2 Contributor S Accession Nu	Valid From           ted         01/28/2014 11:01           01/28/2014 11:01         01/28/2014 11:01           ction List	Current
5400480 Name: ZZTEST, PHYSDOC6 DOB: 01-24-1986 Gender: F Med Rec#: 2800100056 Financial#: 3800100074 Location: Christiana Hospital Ordering Phys: SHIUH, TIMOTHY Y. MD	+   🖴   🎟 😼 🗿	Report * Result A Chest PA ar Exam Con Date/Time 2 Contributor S Accession Nu Status Unau	Valid From           ted         01/28/2014 11:01           01/28/2014 11:01         01/28/2014 11:01           ction List	Current
5400480 Name: ZZTEST, PHYSDOC6 DOB: 01-241986 Gender: F Med Rec#: 2800100056 Financial#: 3800100074 Location: Christiana Hospital Ordering Phys: SHIUH, TIMOTHY Y. MD CC Physician: Study: CHEST PA AND LATERAL VIEWS Service Date: 02-24-2014 07:06:00	*   🖻   🗃 妃 🕷	Report 3 Report 3 Result A Chest PA ar Exam Com Date/Time 2 Contributor S Accession Nu Status Unau Trend	Valid From           ted         01/28/2014 11:01           01/28/2014 11:01         01/28/2014 11:01           ction List	Current
5400480 Name: ZZTEST, PHYSDOC6 DOB: 01-24-1986 Gender: F Med Rec#: 2800100056 Financial#: 3800100074 Location: Christiana Hospital Ordering Phys: SHIUH, TIMOTHY Y. MD CC Physician: Study: CHEST PA AND LATERAL VIEWS Service Date: 02-24-2014 07:06:00 The heart is normal in size and configuration. Both hu	*   🖻   🗃 妃 🕷	Report 3 Report 3 Result A Chest PA ar Exam Com Date/Time 2 Contributor S Accession Nu Status Unau Trend	Valid From ted 01/28/2014 11:01 01/28/2014 11:01 ction List apleted 7 January 2014 10:07 ystem RI5 mber 22064263 tth	Current
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5400480         Name: ZZTEST, PHYSDOC6         DOB: 01-241986       Gender: F         Med Rec#: 2800100056         Financial#: 3800100074         Location: Christiana Hospital         Ordering Phys: SHIUH, TIMOTHY Y. MD         CC Physician:         Study: CHEST PA AND LATERAL VIEWS         Service Date: 02-24-2014 07:06:00         The heart is normal in size and configuration. Both hu         IMFRESSION: NORMAL CHEST:         ALAN EVANTASH, MD         (Electronically Signed)         Dict/trans: Ae/Ae         TR: 02-24-2014 07:29:00         VE: 02-24-2014 07:29:00         Result type:       Chest PA and Lat         Result date:       24 February 2014 07:05         Status:       Auth (Verified)         Document Title:       5400480	Final R * Final R * Final R Index statement Highlight any report and click information in	re clear.	Valid From ted 01/28/2014 11:01 01/28/2014 11:01 ction List apleted 7 January 2014 10:07 ystem RIS mber 22064263 ath	Current 01/28/2014 11:01
5400480         Name: ZZTEST, PHYSDOC6         DOB: 01-24.1986       Gender: F         Med Rec#: 2800100056         Financial#: 3800100074         Location: Christiana Hospital         Ordering Phys: SHIUH, TIMOTHY Y. MD         CC Physician:         Study: CHEST PA AND LATERAL VIEWS         Service Date: 02-24-2014 07:06:00         The heart is normal in size and configuration. Both lux         IMPRESSION: NORMAL CHEST:         ALAN EVANTASH, MD         (Electronically Signed)         Dict/trans: Ae/Ae         TR: 02-24-2014 07:29:00         VE: 02-24-2014 07:29:00         Result type:       Chest PA and Lat         Result date:       24 February 2014 07:05         Status:       Auth (Verified)	Final R * Final R * Final R Image are expanded and a Highlight any report and clic information in 24 February 2014 07:224 February 2014 Fe	re clear. 29	Valid From ted 01/28/2014 11:01 01/28/2014 11:01 ction List ad Lateral apleted 7 January 2014 10:07 ystem RIS mber 22064263 ith	Current 01/28/2014 11:01



# Sections in Documentation Workflow

## **Outstanding Orders**

Outstanding orders are orders which have not been completed yet.

outstanding Orders (1)			Last 24 hours for the selected visit	
	Status	Ordered		
IBC with diff	Ordered	04/03/14	\$ 11:00	
Hover over the order for more information, like who placed the order.	Order: CBC with diff Order Details: Once, Stat 04/07/2014 09:42, Lab Draw Order Comments: 3 ml Purple top - Adult Purple top tubes (EDTA) must contain a minimum of two (2) m and not be clotted or hemolyzed. 0.3 ml Purple microtainer - Pediatric/Neonate		mum of two (2) ml blood	
	Fill peds microtainer t Order Date/Time: 04 Start Date/Time: 04, Status: Ordered Ordered by: Shiuh M	/07/2014 09:42	e.	

### New Order Entry

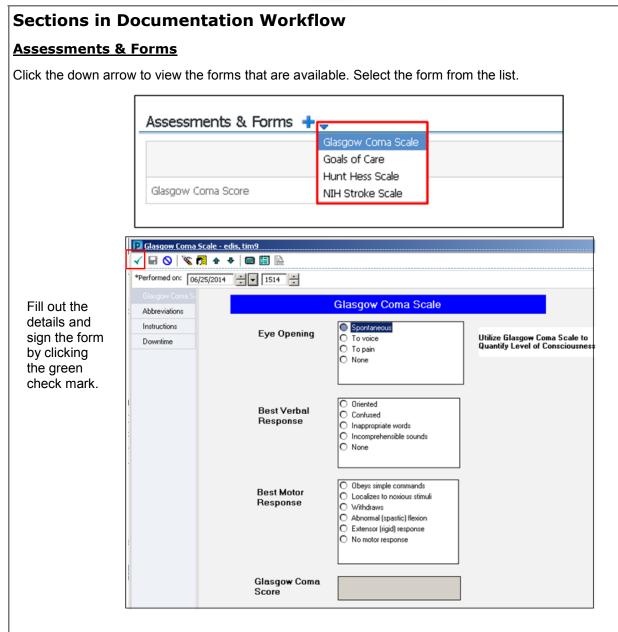
New Order Entry allows you to quickly add an order from the workflow.

Inpatient - Personal Shared Q Search New Oro		of your favorites. To order, simply click the Order button next to the order name. The button turns dark gray.
Favorites		outon turns dank gray.
Gen General Admission w/modules MD5000 EKM	Order	
Surg_Ortho Total Joint Replacement-LWR MD3140	Order	
Pulm Pneumonia, Community Acquired Pneumonia MD5159	Order	
CBC with diff Once, Stat	Order	
CBC with diff Daily TIMED, Morning Rounds 0500 -0800, for 5 DAY	Order	
 he Quick Orders screen click the Entry heading or the plus sign for ndow.		

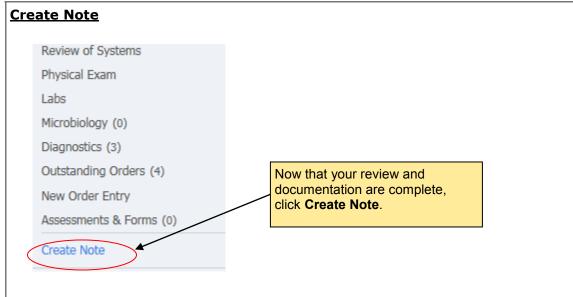


Sections in Documentation Wo	rkflow		
<u>New Order Entry- Quick Search</u>			
You can also search for an order on the workfl	OW.		
Гуре the order details into the Search field.			
$\backslash$			
Personal Shared Q ambien 2.5 po			X
Zolpidem (Ambien) Dose of 2.5 MG, PO, QHS, PRN for: Inson	inia		
Being as specific as possible will return the m	ost correct order:		
1. Type the order, dosage, route and freque			
2. Select the correct order from the list.			
New Order Freine			
New Order Entry 🕂			
Inpatient 🗸			
Personal Public Shared Q	ambien		
Zolpidem ( <b>Ambien</b> )			
Zolpidem (Ambien) Dose of 5 MG, PO, QHS, PRN for: Insomnia Zolpidem (Ambien) Dose of 2.5 MG, PO, QHS, PRN for: Insomni			
Zolpidem (Ambien) *The recommended dose of zolpidem for wo		on!!	
Zolpidem (Ambien) *Lower starting doses in the elderly are usua	lly effective.* Order sent	tences that begin with an * are not real order	s.
Zolpidem (Ambien)	<u>Do not</u> sele	ect these orders on this screen.	
Dolpidem CR (Ambien CR)(P&T SUB)			
P&T SUB Zolpidem CR (Ambien CR) P&T SUB Zolpidem CR (Ambien CR) Click here for P&T Substitut	ion Dataile		
Per Sob zolpden ek (Piniblen ek) alek hereror Per Sobalitat			
As you make your selections, the Order Inbox			
in the upper right of the Workflow page turns			
green and counts the number of orders. Click the <b>Order inbox.</b>			
The Orders for Signature window appears.			
		Remove the order by	
		hovering over the order and clicking the <b>X</b> that	
Orders for Signature (1)		appears.	
Zolpidem (Ambien)			
Dose of 2.5 MG, PO, QHS, PRN for: Insomnia			
Show Diagnosis Table		Sign Save Modify Cancel	
	Click <b>Sign</b> to complete	Change order informati	on
	the order.	by clicking <b>Modify.</b>	









# **History and Physical**

To create your History and Physical, complete the following:

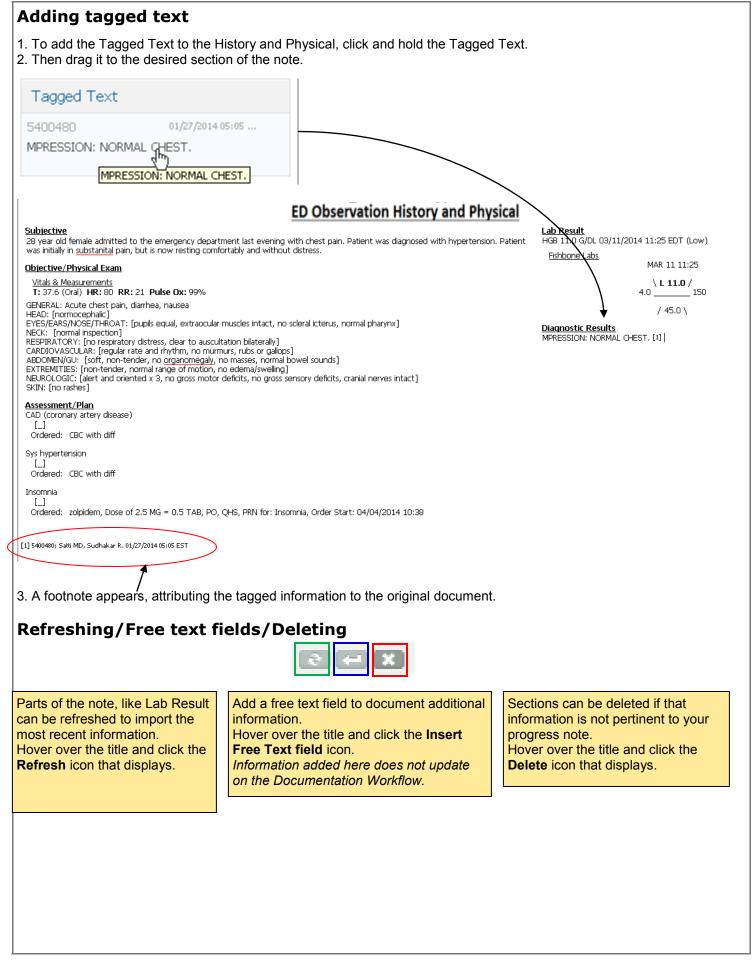
< 🔹 🛉 Limited Documents (ED)		[□] Full screen 🖷 Print 🏾 🍣 0 minutes ag
🕂 Add 🗐 🔲   📷		
× List 1. From the <b>Type</b> dro	ppdown list, select <b>H&amp;P.</b>	3 b
*Type: H&P	Position Note Type List	
Title: ED Observation History & Physical		
*Date: 11/25/2014 1612		
*Author: Walton, Lisa L.		
*Note Templates	Description -	
Name 🗢	Description	
Procedure Note Bedside	Procedure Note Freetext	
Progress Note Basic	Daily Progress Note Basic	
Progress Note	Blank Progress Note	
Trauma History & Physical	Trauma History & Physical	
Trauma Tertiary Survey ED Observation History & Physical	Trauma Tertiary Survey ED Observation H & P	
ED Observation History & Physical	ED Observation H & P	· · · · · · · · · · · · · · · · · · ·
		OK Cancel
2. Under <b>Note Templates</b> , select	ED Observation History and Physical.	3. Click OK.
The History and Physical displays.		



# **History and Physical**

BD Observation History & _ x Lit       4 b         Calibit       14 • • • • • • • • • • • • • • • • • • •	🗧 👻 🕇 Limited Documents (I	ED)			(D) Full :	screen 🝙 Print 🍣 0 minutes ago
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DOB 04/12/13/2 TM       NMM       Location 1000000000000000000000000000000000000	Calibri 🔹 14 🔹 🐗 🖺 😭	⇔ → B I U ===∈ A	•• <b>E</b> = = <b>B</b>			
Date and Time the note is created.       Triage Chief Complaint pulls in from ED for documentation, but there is a firse text, section under it here to provide additional information and there are to provide additional information. Section under it here to provide additional information will display here.       How or board table, 20 kg, 1T will be additional information will display here.       How or board table, 20 kg, 1T will be additional information will display here.       How or board table, 20 kg, 1T will be additional information will display here.       How or board table, 20 kg, 1T will be additional information will display here.       How or board table, 20 kg, 1T will be additional information will display here.       How or board table, 20 kg, 1T will be additional information will display here.       How or board table, 20 kg, 1T will be additional information will display here.       How or board table, 20 kg, 1T will be additional information will display here.       How or board table, 20 kg, 1T will be additional information will be additional information will display here.       How or board table, 20 kg, 1T will be additional information will be additional information will be additional information will display here.       How or board table, 20 kg, 1T will be additional information will be addit		ED Obse	ervation Histo	ory and Pl	hysical	^
Triage Chief Complaint pulls in from ED documentation, but there is a free text section under it here to provide appletational and provide theory / Eam Inted by: Hear Jonantal Inter in the top is a free text section under it here to provide appletational and provide theory / Eam Inted by: Hear Jonantal Inter in the top is a free text sections. If you documented in the workflow, the index Assessment/Plan, the active and prioritized lagnoses will display. Here, is a free text section the section and the provide and the performed, indicate why here. Here active and prioritized lagnoses will display. The section and the performed in the workflow, the index Assessment/Plan, the active and prioritized lagnoses will display here. Under Physical Exam, the most recent vitable within a the workflow, the information will option at o of service. Add H&P Assessment/Plan, at o of service. Add H&P Assessment fatement: Progen construction at o of service. Difference in the workflow, the information will option the workflow, the information will option the workflow, the information will option at o of service. Difference information will option the workflow, the information will option the workflow the public in. Diagnostics results, like Radiology and EKG, are public in. Diagnostics	DOB 04/18/1942 FIN MRN	Location ECOB/	/0066/01			
Productional information.       Productive Surged and production (Surged and Surged and Surg	Date and line of Service       12/09/2014       09:06       Tr       Basic Information       Triage Chief Complaint:	riage Chief Complai ocumentation, but th action under it here	nt pulls in from ED here is a free text to provide		Chronic Anemia Diabetes mellitus type 1 High blood pressure Hyperlipidemia	dical Hx. cedure/ Surgical History
Heaver, I baarn intered br: C i fit history or exam could not be performed, indicate why here. Heaver, of Present illows information will display here. Heaver, of Souteman information will display here. Heaver, of Souteman is the set of Souteman information will display here. Heaver, of Souteman is the set of the souteman is the set of So	hypertension at work ac	dditional information	1.		Procedure/Surgical History	
Betwise of Sextems       If you documented in the workflow, the information will display here.       If you documented in the workflow, the information will display here.       If you documented in the workflow, the information will display here.       If you documented in the workflow, the information will display here.       If you documented in the workflow, the information will display here.       If you documented in the workflow, the information will display here.       If you documented information will display here.       If you documented information will display here.       If you documented information will display here.       If you documented information will display here.       If you documented in the workflow, the information will display here.       If you documented in the workflow, the information will display here.       If you documented in first ites present in Fishbone format.       If you documented in the workflow, the information will display here.       If you documented in the workflow, the information will display here.       If you documented in the workflow, the information will display here.       If you documented in the workflow, the information will display the data of service.       If you documented in the workflow, the information will display the data of service.       If you documented in the workflow, the information will display the data of service.       If you documented in the workflow, the information will display the data of service.       If you documented in the workflow, the information will display the data of service.       If you documented in the workflow, the information will display the data of service.       If you documented in the workflow, the information will display the data of service.       If you document	History of Present Illness	erformed, indicate w	/hy here.	1	Home Medications Home atorvastatin 45mg oral tablet, 4 hydrochlorothiazide 12.5 mg ora	MG, 1 documented
Assessment/Plan       Under Physical       Social/Sindh History       Social/Sindh History       Social/Sindh History         Lab results from the active and prioritized ignoses will display.       Under check active and prioritized ignoses will display.       Lab results from the last 12 hours pull.       Eacle Results (within the last 12 hours pull.       Social/Sindh History       Social/Family History documente in Fishbone format.         If you documented in formation will display here.       If you documented in formation will display the date       If you documented in formation will display the date       If you documented in formation will display the date       If you documented in formation will display the date       If you documented in formation will display the date       If you documented in formation will display the date       If you documented in formation will display the date       If you documented in formation will display the date       If you documented in formation will display the date       If you documented in formation will display the date       If you documented in formation will display the date       If you documented in formation will display the date       If you documented in formation will display the date       If you documented in formation will display the date       If you documented in formation will display the date       If you documented in formation will display the date       If you documented in formation will display the date       If you documented in formation will display the date       If you documented in formation will display the date       If you documente in formation will display the date       If you docu	Physical Exam Vitals & Measurements	you documented in formation will displa	the workflow, the ay here.		lisinoʻpril 20 mg oral tablet, 20 Mi metformin 500 mg oral tablet, 5 Norvasc 10 mg oral tablet	G, 1 TAE but refer to workflow
Inder Assessment/Plan, ne active and prioritized iagnoses will display. bocument the plan of care or each diagnosis on each ate of service.       The e-text section allows you to document. If you documented in information will display here.       Lab results from the last 12 hours pull. Chemistries present in Fishbone format. Urine Studies pull in and display the date of result.       TROP T       <0.01 NG/ML	Most Recent Vitals within past 8 T:36.9(Oral) HR:63 RR:16 BP:156/49	9 Pulse 0x:100% Source:Ro Under Physical	oom Air		NKA Social/Family History SOCIAL HISTORY Ever Smoked Tobacco: Former Smo Alcohol use - frequency: None Drug use: Never	Allergies pull in. Social/ Family History documented from ED pulls in.
Ling Joses will display.       Under the plan of care por each diagnosis on each diagnosis on each diagnosis on each diagnosis on each display here.       If you documented in the workflow, the information will display the date of service.       Unite Studies pull in and display the date of result.       Unite Studies pull in and display the date of result.       UPPER CLEAR CLEAR CLEAR CLEAR DOT THE Weight of the workflow, the information will display the date of service.       UNITENT POSITIVE UP HIM DISPLAY.       UPPER U	Jnder Assessment/Plan, he active and prioritized	hours will pull i A free-text sect allows you to	n. last 12 ho tion CBC and Chemistric	urs pull.		
Add H&P Assessment statement: Dragon Command: ED Obs Macro Auto-text: =edobs_assessment U BLI Negative mydd. U BLI Negative Mydd. Negative Mydd.	liagnoses will display. Document the plan of care or each diagnosis on each late of service.	If you documer the workflow, th information will	he Urine Stud	dies pull in	U APPEAR U COLOR U SP GR U PH U LEUK U NITRITE	CLÉAR P.YEL 1.013 5.5 pH units POSITIVE Negative
Diagnostics results, like Radiology and EKG, are pulled in.	Dragon Command: ED Obs	Macro			U GLUCOSE U KETONES U UROBILIN U BLOOD U WBC U BACTERIA U RBC U EPI SQAM U SP GR U PH	1gm/dl mg/dL Negative mg/dL Normal mg/dL Negative Negative VUL 11-20 /HPF RARE /HPF 0-2 /HPF 0-5 /HPF <b>12/09/14 03:52</b> 1.013
ote Details: H&P. Walton, Lisa L., 12/09/2014, 09:06, zzED. Observation History & Physical		F	Radiology and EKG,		Diagnostic Results Radiology MRI Brain. (ordered 12/08/14 23:: 2D Echo w Color Flow & Spectra 23:53) CT Head wo Contrast (ordered 12 MRA Head wo Contrast (ordered MRA Neck wo Contrast (ordered	I Doppler (ordered 12/08/14 2/08/14 21:32) 12/09/14 03:48) 12/09/14 03:48)
ote Details: H&P. Walton, Lisa L. 12/09/2014 09:06. zzED. Observation History & Physical						
Unit out the save of close of cancer		09/2014 09:06, zzED Obse		I	Sign/Submit Save	Save & Close Cancel







Co	ompleting your	note				
1.	Once you have comp click <b>Sign &amp; Submit</b> . <b>be made.</b>	No more changes		bmit Sa	ve Save & C	Close Cancel
•	To save the informati click <b>Save</b> .	ion without closing or	r signing,			
•	To save the informati	ion and close the not	e without signing,			
•	click Save & Close. Click Cancel to disco					
2.	The Signed and Save	ed note will display ir	the patient's chart u	Inder Documer	its.	
D	ocuments (11) 💠			Selected <b>v</b>	isit Last 24 hours Last 4	18 hours More 🔻 🧮 📗
				My notes or	nly 🔲 Group by encount	er Display: Facility defined
1	Hote Type	Subject	Author	Time of Service	Last Updated By	Last Updated
	nor	ED Observation History & Physical	Walton, Lisa L.	12/09/14 09:51	Walton, Lisa L.	12/09/14 09:52
3.	If you had Saved and	l Closed. the note wo	ould indicate (In Prog	ress) and could	d be opened and m	odified.
	,	,		,	·	
]	Documents (2)		Last 1	years Last 6 m	onths Last 2 years M	ore 🔻 🖽 🔲 = -
			My note	s only Group	by encounter Disp	lay: Facility defined view 🔻
	Note Type	Subject	Author	Time of Service	Last Updated By	Last Updated
	H&P (In Progress)	zED Observation History & Physical	Walton, Lisa L.	12/09/14 09:51	Walton, Lisa L.	12/09/14 09:52
	Completed					
	ED Physician Record 🔺	ED Physician Record	Shiuh MD, Timothy Y.	09/23/14 08:10	Shiuh MD, Timothy Y.	. 09/23/14 08:24



# Discharge Note

After the Depart process has been completed, you can create a Discharge Note. Click Create Note on the Workflow.

	Review of Systems	
	Physical Exam	
	Labs	
	Microbiology (0)	
	Diagnostics (3)	
	Outstanding Orders (4)	Now that your review and
	New Order Entry	documentation are complete, click <b>Create Note</b> .
	Assessments & Forms (0)	
(	Create Note	

To create your Discharge Note, complete the following:

< 🔹 者 Document Viewing		[그] Full screen 👘 Print 🛛 २ 0 minutes ago
🕂 Add 👻 词 🔲 🗎 🖌		
× List 1 From the <b>Type</b> dro	opdown list, select <b>Progress Note.</b>	4 Þ
Hide Note Details		
*Type: Progress Note	All Note Type List	
Title: ED Obs Discharge Progress Note		
*Date: 12/15/2014 III 1102		
*Author: Walton, Lisa L.		
*Note Templates		
Name 🗢	Description	
Downgrade Patient Status from Critical Care	Downgrade Patient Status from Critical Care	
ED Obs Discharge Progress Note	ED Obs Discharge Progress Note	=
		OK Cancel
2. Under Note Templates, select	ED Obs Discharge Progress Note.	
		3. Click <b>OK</b> .

The Discharge Note displays.

ED OBS Job Aid: H&P/ Discharge

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🕂 Add 🗐 📙 📝	_
ED Observation Discharge N × List	4 b
Date and Time of Service	ED Observation Discharge Progress Note
12/09/2014	
15:38	Date and Time the note is created.
Admit Date/Time: 12/08/2014 23:55 Discharge Date/Time: 12/09/2014 14:36	Under the Date and Time, the Length of Stay will be calculated, based
Length of Stay: Hours: 14 Minutes: 42	on the Admit time of Obs status to when the Discharge order is written.
Reason for Hospitalization	
Outcome of Hospitalization	Reason for hospitalization and Outcome of Hospitalization are free-text fields.
<u>Subjective</u>	Subjective and Objective/ Physical Exam have free-text sections.
Objective/Physical Exam	If you documented in the workflow, the information will display here.
<u>Vitals &amp; Measurements</u> No results found	Under Objective, vitals documented in the last 8 hours will pull in.
Assessment/Plan	
Final Impression: COPD exacerbation, <u>NSTEMI</u> (non- <u>ST</u> Disposition: Discharge Order. Home, self care, 06/06/20 Disposition: Discharge Order. Home, self care, 06/06/20	1014 13:16 Depart information including Patient Education instructions
Patient Instructions: Patient Education Provided: Anemia, FAQs. Acute Coronary Syndrome, Chronic Obstrume Pl Followup providers and additional instructions given to patient: Roger Kerzner, 2 - 7 days, Follow up with primary care provider, 2 - 7 days,	
Patient was given prescriptions for: Paiver 25 mg cell tablet (dopidgrep) 75 MG, by mouth, 5: program tablet of Pharmacy	
Coreg 12.5 mg oral tablet (carvedid) 12.5 MG, by south, 2 Times A Day. Telephone - Called to Pharmacy Medication Reconciliation should be completed prior to creating this note, so the	
Discharge Medications Please refer to the	Patient Discharge Instructions for a list of reconciled medications.
Condition at Discharge  Condition at Discharge is a free-text field for	
· · · · · · · · · · · · · · · · · · ·	Condition at Discharge is a free-text field for your documentation.
Note Details: Walton, Lisa L., 12/09/2014	
Sign/Submit Save Save & Close Cancel	
Completing your note	
<ol> <li>Once you have completed y click Sign &amp; Submit. No me</li> </ol>	
be made.	
<ul> <li>To save the information with click Save.</li> </ul>	nout closing or signing,
<ul> <li>To save the information and click Save &amp; Close.</li> </ul>	d close the note without signing,
Click Cancel to discontinue	the note.
The Signed and Saved note will	l display in the patient's chart under Documents.