

Electronic Notes

(Menu Objective #2)

OBJECTIVE:

Record electronic notes in patient records.

MEASURE: Enter at least one electronic progress note created, edited and signed by an EP for more than 30 percent of unique patients with at least one office visit during the EHR Measure reporting period. The text of the electronic note must be text searchable and may contain drawings and other content.

EXCLUSION:

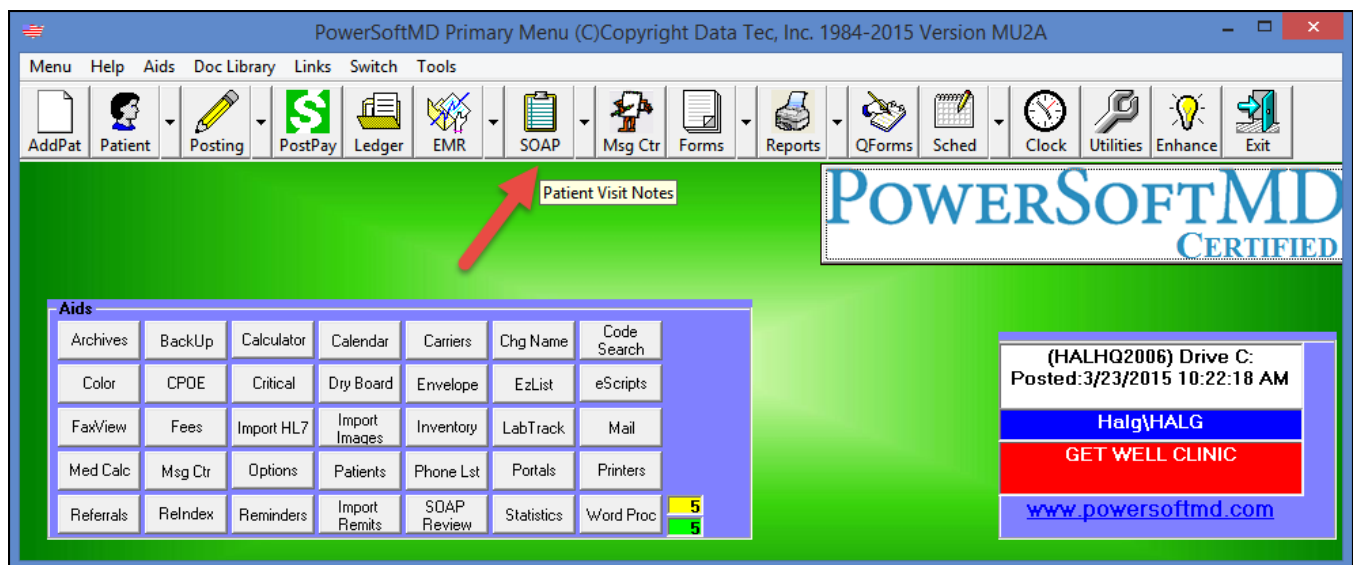
Any EP who has no office visits during the EHR reporting period.

Government Website for Secure Messaging:

http://www.cms.gov/Regulations-and-Guidance/Legislation/EHRIncentivePrograms/downloads/Stage2_EPMenu_2_ElectronicNotes.pdf

Recording Electronic Notes:

1) From the Primary Menu, select the “SOAP” Icon.



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2) After creating your SOAP Note you MUST Sign it. Note, after signing it the background will turn light blue.

The screenshot shows the S.O.A.P. Notes interface for a patient named Donald Duck. The interface includes a menu bar with options like Menu, Lock, Blank, Help, Find, Left, Tools, Spell, Journal, Sign, Window, CopyNote, New, Cancel, Clear, Undo, Recall, eScripts, and MU Central. Below the menu bar is a toolbar with icons for New, Save, Profile, Over, Pats, Find, Prev, Next, Post, Tmpl, Flow, Script, Sched, Print, Lock, and Exit. The patient information section displays the patient's name (13 DUCK, DONALD), gender (Male), DOB (02121968), and age (47). The note is dated Thursday Mar 26, 2015, and is signed by HALG DOCTOR. The note content includes Chief Complaints (Headache, Fevers, Achesness) and History of Present Illness (Donald is a 47 old male with flu-like symptoms). The background of the note is light blue, indicating it is signed. Red arrows and numbers 1 and 2 highlight the 'Sign' button in the toolbar and the 'History of Present Illness' section, respectively.

3) Don't be afraid to Sign SOAP Note, you can add Amendments to any Note at any time. Just open the signed SOAP Note, then click the top toolbar "Window" option, then select "Amendments".

The screenshot shows the S.O.A.P. Notes interface with the 'Window' menu open. The menu options include Additional Demographics, Amendments, MU Assistant, Audio Dictation, CPOE - eOrders, Diagrams, Diagnosis History, Document Library, eScript Diagnosis List, Excel Flow Sheets, ID Cards, Immediate Notes, OB/Gyn, Mini Documents, and Mini Images. The 'Amendments' option is highlighted. The patient information section displays the patient's name (13 DUCK, DONALD), gender (Male), DOB (02121968), and age (47). The note is dated Thursday Mar 26, 2015, and is signed by HALG DOCTOR. The note content includes Chief Complaints (Headache, Fevers) and History of Present Illness (Donald is a 47 old male with flu-like symptoms). The background of the note is light blue, indicating it is signed. A red arrow points to the 'Amendments' option in the 'Window' menu.

You can also use the top toolbar "Tools" option, then select "UnSign". If you un-sign a note, then re-sign it, the signature date is automatically changed to the new date you signed it on.

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- 4) To search a SOAP Note for text strings, open a SOAP Note, then use the Magnifying Glass Icon on the right hand side.

SOAP Notes: HALG (GET WELL CLINIC)

Menu Lock Blank Help Find Left Tools Spell Journal Sign Window CopyNote New Cancel Clear Undo Recall eScripts MU Central

New Save Profile Over Pats Find Prev Next Post Tmpl Flow Script Sched Print Lock Exit

13 DUCK DONALD D Male DOB 02/12/1968 D58 UNITED HEALTHCARE

Signed Thursday Mar 26, 2015 Subjective

Chief Complaints Headache, Fevers, Aches

History of Present Illness Donald is a 47 old male with flu-like symptoms

Examination Reports Diagrams Photos Objective

Gen: Other than runny nose everything else looks normal

- 5) On the Magnifying Glass display screen, click the toolbar “Search” option, then type in the text string you want to find, you will see every occurrence of the screen highlighted in red.

Patient Visit: 00013 DONALD D DUCK

Tools Export Options Refresh Search

Display Options

- ☒ Account Number
- ☒ Birth Date
- ☒ Company Name
- ☒ CPT Codes
- ☒ Diagnosis Codes
- ☒ Eliminate Blanks
- ☒ Exam Abnormal Checks
- ☒ Exam Normal Checks
- ☒ Family History
- ☒ Habits
- ☒ Hobbies
- ☒ Occupation
- Overview Window
 - ☐ 1-Diagnosis
 - ☐ 2-Medications
 - ☐ 3-Treatment
 - ☐ 4-Surgery
 - ☐ 5-Other
- ☐ Review of Systems
- ☒ Social Security Number
- ☐ Additional Notes Box
- ☐ Allow Blank Lines
- ☐ Meds Only Once

Print Options

- ☐ Black & White
- ☒ Diagrams
- ☒ Letter Head
- ☐ Opt Notes

Change the Order of the Note Sections

Hide Options Panels

Acct:00013 Name:DONALD D DUCK SSN:926-56-0012 DOB:02/12/1968 Age: 47 Years 1 Months 03-31-2015 10:53 AM Visit Notes for 03/26/2015

Electronically HALG MD UserID:

Chief Complaints Headache, Fevers, Aches

History of Present Illness Donald is a 47 old male with flu-like symptoms

Medical Problems Acne vulgaris (disorder) Seborrheic keratosis of scalp (disorder) PNEUMONIA DUE TO OTHER STREPTOCOCCI Carcinoma in situ of stomach

Social History Yes-Tobacco

Examination Gen: Other than runny nose everything else looks normal

Assessment & Plan Have bad Flu, bed rest and fluids. Avoid work and close contact with other at least 5 days from when your symptoms began. Call or return to clinic with concerns. Ibuprofen or tylenol, use as directed, for symptomatic relief. Discussed medications and side effects with patient. Discussed risk with patient.

Print Format 1 Print Copy Open with WP Printer Name Exit