

Structured Note Documentation



PHN

Superior Health Information Management
Now and for the Future

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Mr. Taylor is a clinical consultant contractor with Medsphere Systems Corporation. He has been contracted through IHS to provide EHR consultation and education. Mr. Taylor will not be promoting Medsphere Corporation through this education.

Learning Objectives

At the end of this session participants should be able to explain why the use of standardized Note structure for public health nursing:

- Facilitates provider communication
- Promotes quality patient care and safety
- Meets professional and legal standards.

Content

- Describe aspects of accomplished documentation specific to PHNs.
- Demonstrate retrieval of standardized electronic Note templates from a public repository.
- Work session: collaboratively plan and configure a common scheme for standardized Note documentation throughout public health nursing.

Template Creation

- Templates are created using the EHR
- Content of the templates follow guidelines for proper documentation and are approved by the HIM director
- Shared templates are created by anyone in the Clinical Coordinator user class. Shared templates can be accessed by all EHR users
- Personal templates (My templates) can be created by individual users and only available to the user who created it.

What are Templates

- Boilerplate - Information written that could be reused
- Template Fields
- Forms - Forms are protected documents that restrict the user of the form to editing only specific areas of the text

Why Use Templates

- Add information to your progress notes.
- All users can make personal templates.
- Can repeat information.

Template for a Note

Template: PHN SOAPIE Note

PHN Contact:

TYPE OF ENCOUNTER:

- 77 Case Management
- 52 Chart Review
- 53 Follow-up Letter
- 11 Home Visits
- 12 Immunization
- 45 PHN Clinic Visit at office
- 22 School
- 51 Telephone Call
- 60 Education Classes
- 25 Other

DATE/TIME OF ENCOUNTER:

REASON FOR CONTACT:

LOCATION:

PATIENT IDENTIFIED BY: name DOB other

PATIENT KNOWN TO PHN: Yes No

S/O:

ASSESSMENT:

Nursing Diagnosis:

PLAN:

PHN SPECIFIC INFORMATION

Admission to PHN Service:

- short term
- long term
- N/A

All None * Indicates a Required Field Preview OK Cancel

Creating New Templates

- Must work with CAC or designated personal to design and install templates
- National Templates (in the works) - will review FTP repository / import demo
- Best practice: Use existing templates approved by National IHS PHN committee to ensure consistent legal and financial (billing) standards

Template Review Committee

- All templates should be reviewed and approved by the Forms/Template Committee prior to use in the EHR.
- Committee representatives should consist of nursing, providers, HIM, BO, UR, PI/QI, etc.
- Once the template is approved, place in the “shared” directory.
- Approval is not required for minor revisions such as check boxes or structural items.
- Approval is required for content changes.

Creating a Note and Using a Template

The screenshot shows the 'RPMS - EHR USER, FSTUDENT' interface. The patient information bar at the top identifies the patient as 'Demo, Alice Janene' (DOB: 30-Nov-1952, F) at 'A CLINIC' (Ambulatory) on '21-Sep-2009 09:14'. The user is 'USER, CSTUDENT' and the provider is 'Moore, Catherine'. The 'NOTES' tab is selected in the navigation bar.

The 'Last 100 Signed Notes' list includes the following entries:

- Sep 24,09 MAYCOCK ENCOUNTERNOTE
- Dec 17,08 MILLER
- Aug 18,08 PC NOT
- May 13,08 CAC CO
- Mar 06,08 ANDERS
- Feb 20,08 PC NOT
- Aug 09,07 DM NO1
- Aug 09,07 DM NO1
- Jun 29,07 PC NOTI
- Jun 26,07 PC NOTI
- Jun 21,07 CAC CO
- May 09,07 PC NOT
- Apr 09,07 PC NOTI
- Mar 23,07 PC NOT
- Mar 21,07 TONRE
- Mar 07,07 PC WEL
- Feb 13,07 DIABETI
- Feb 13,07 RETRA
- Feb 13,07 ADVANC
- Jan 18,07 ANDERS
- Jan 16,07 PC NOTI
- Jan 09,07 PC NOTI
- Dec 12,06 RETRA
- Nov 28,06 WELL V
- Nov 28,06 PC NOT

The selected note details are:

Visit: 09/21/09 MAYCOCK ENCOUNTERNOTE, A CLINIC, CSTUDENT USER (Sep 24,09@14:17)

TITLE: MAYCOCK ENCOUNTERNOTE
DATE OF NOTE: SEP 24, 2009@14:17 ENTRY DATE: SEP 24, 2009@14:17:53
AUTHOR: USER, CSTUDENT EXP COSIGNER:
URGENCY: STATUS: COMPLETED

This is the Maycock Nursing note...
/es/ CSTUDENT USER
MD
Signed: 09/24/2009 14:18

An arrow points to the 'New Note' button in the bottom left corner of the notes list, with the text: **START HERE- create a new note**

At the bottom of the interface, the status bar shows: USER, FSTUDENT | DEMO-HO.IHS.GOV | DEMO HOSPITAL | 24-Sep-2009 16:57

Type the Note Title

The image shows a software dialog box titled "Progress Note Properties". It contains several input fields and a list box. The "Progress Note Title" field is empty. Below it is a list box containing five items: "ADIR <ADVANCE DIRECTIVE>", "ADMIN <KELLY STEWART ADMIN NOTE>", "ADMIN <KSTEWART ADMIN NOTES>", "ADULT <ADULT PC NOTE>", and "ADULT PC NOTE". The "Date/Time of Note" field is set to "24-Sep-2009 17:00" and has a calendar icon. The "Author" field is set to "User,Fstudent" and has a dropdown arrow. On the right side, there are "OK" and "Cancel" buttons.

Progress Note Properties

Progress Note Title:

ADIR <ADVANCE DIRECTIVE>
ADMIN <KELLY STEWART ADMIN NOTE>
ADMIN <KSTEWART ADMIN NOTES>
ADULT <ADULT PC NOTE>
ADULT PC NOTE

Date/Time of Note: 24-Sep-2009 17:00

Author: User,Fstudent

Note Title Selection

- Nursing
- Public Health Nursing
- Etc., etc.

Progress Note Properties

Progress Note Title:

- NURSING NOTE
- NURSING NOTES
- NUTRITION
- NYQUIST <NYQUIST ENCONTER NOTE>
- NYQUIST <NYQUIST NURSING NOTE>
- NYQUIST ENCONTER NOTE
- NYQUIST NURSING NOTE <NYQUIST ENCONTER NOTE>

Date/Time of Note:

Author:

OK

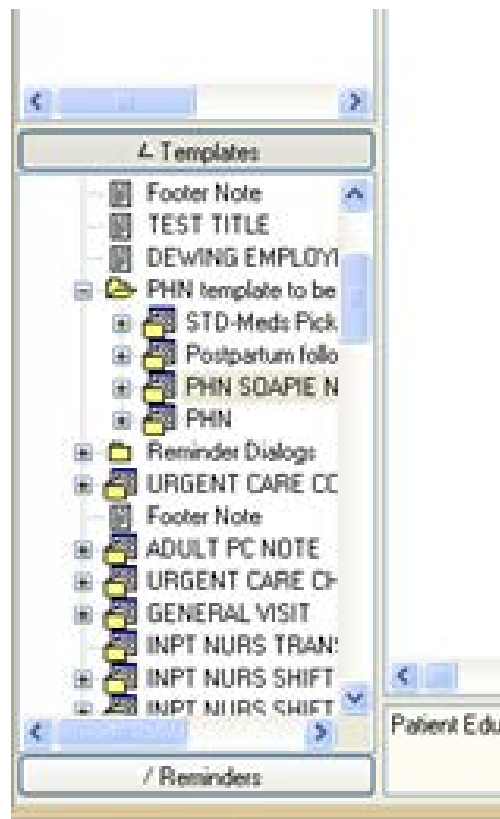
Cancel

Use a Template

The screenshot displays an EHR interface for a user named 'User.FSTUDENT'. The patient information includes 'Demo, Alice Janene' (109629, 30-Nov-1952, F) at 'A CLINIC' (USERXSTUDENT) on '21-Sep-2009 09:14' in an 'Ambulatory' setting. The interface features a navigation bar with tabs for 'PRIVACY', 'PATIENT CHART', and 'RESOURCES'. Below this, there are various functional tabs like 'NOTIFICATIONS', 'REVIEW', 'VITALS', 'CC / PROBS', 'MEDS', 'LABS', 'REPORTS', 'ORDERS', 'WELLNESS', 'IMMUNIZATIONS', 'POV', 'SUPERBILL', 'NOTES', and 'MORE...'. The main content area shows a 'NURSING NOTE' for 'Vst: A CLINIC' dated 'Sep 24, 2009@17:11'. On the left, a tree view under 'Last 100 Signed Notes' includes 'New Note in Progress', 'Sep 24, 09 NURSING NOTE', 'All unsigned notes for USEF...', and 'All signed notes'. At the bottom left, there are buttons for '/ Templates' and '/ Reminders'. An arrow points from the text 'START HERE-for a TEMPLATE' to the '/ Templates' button. The status bar at the bottom shows 'USER, FSTUDENT', 'DEMO-HO.IHS.GOV', and 'DEMO HOSPITAL'.

**START HERE-for a
TEMPLATE**

Available Templates List



Template Dialog

Template: PHN SOAPIE Note

PHN Contact:

TYPE OF ENCOUNTER:

- 77 Case Management
- 52 Chart Review
- 53 Follow-up Letter
- 11 Home Visits
- 12 Immunization
- 45 PHN Clinic Visit at office
- 22 School
- 51 Telephone Call
- 60 Education Classes
- 25 Other

DATE/TIME OF ENCOUNTER:

REASON FOR CONTACT:

LOCATION:

PATIENT IDENTIFIED BY: name DOB other

PATIENT KNOWN TO PHN: Yes No

All None * Indicates a Required Field Preview OK Cancel

Template Activation

Select PHN Contact

Template: PHN SOAPIE Note

PHN Contact:

TYPE OF ENCOUNTER:

77 Case Management

52 Chart Review

53 Follow-up Letter

11 Home Visits

12 Immunization

45 PHN Clinic Visit at office

22 School

51 Telephone Call

60 Education Classes

25 Other

DATE/TIME OF ENCOUNTER:

REASON FOR CONTACT:

LOCATION:

PATIENT IDENTIFIED BY: name DOB other

PATIENT KNOWN TO PHN: Yes No

All None * Indicates a Required Field Preview OK Cancel

Once Activated it Looks like:

The screenshot shows a software window titled "Template: PHN SOAPIE Note". The window contains a form with the following fields and options:

- PHN Contact:
- TYPE OF ENCOUNTER:
 - 77 Case Management
 - 52 Chart Review
 - 53 Follow-up Letter
 - 11 Home Visits
 - 12 Immunization
 - 45 PHN Clinic Visit at office
 - 22 School
 - 51 Telephone Call
 - 60 Education Classes
 - 25 Other
- DATE/TIME OF ENCOUNTER:
- REASON FOR CONTACT:
- LOCATION:
- PATIENT IDENTIFIED BY: name DOB other
- PATIENT KNOWN TO PHN: Yes No
- *****
S/O:
- *****
ASSESSMENT:

At the bottom of the window, there are buttons for "All", "None", "* Indicates a Required Field", "Preview", "OK", and "Cancel".

Text Field- Allows for Short Free Text

The image shows a software window titled "Template: PHN SOAPIE Note". The window contains a form with several sections:

- PHN Contact:
- TYPE OF ENCOUNTER:
 - 77 Case Management
 - 52 Chart Review
 - 53 Follow-up Letter
 - 11 Home Visits
 - 12 Immunization
 - 45 PHN Clinic Visit at office
 - 22 School
 - 51 Telephone Call
 - 60 Education Classes
 - 25 Other
- DATE/TIME OF ENCOUNTER: [Text Field]
- REASON FOR CONTACT: [Text Field]
- LOCATION: [Text Field]
- PATIENT IDENTIFIED BY: name DOB other [Text Field]
- PATIENT KNOWN TO PHN: Yes No
- *****
S/O:
- *****
ASSESSMENT:

At the bottom of the window, there are buttons for "All", "None", "* Indicates a Required Field", "Preview", "OK", and "Cancel". Two text fields are circled in blue: the "Other" radio button and the "PATIENT IDENTIFIED BY" text field.

Radio Button Set

Allows you to choose one option from a group of options.

The screenshot shows a software window titled "Template: PHN SOAPIE Note". It contains a list of encounter types, each with a radio button. A blue oval highlights the radio buttons for the following options: 12 Immunization, 45 PHN Clinic Visit at office, 22 School, 61 Telephone Call, 60 Education Classes, and 25 Other. Below the list are several text input fields and checkboxes for patient information and notes.

Template: PHN SOAPIE Note

- 11 Home Visits
- 12 Immunization
- 45 PHN Clinic Visit at office
- 22 School
- 61 Telephone Call
- 60 Education Classes
- 25 Other

DATE/TIME OF ENCOUNTER:

REASON FOR CONTACT:

LOCATION:

PATIENT IDENTIFIED BY: name DOB other

PATIENT KNOWN TO PHN: Yes No

S/O: This is a word processing box. It allows you to enter free text. You can write your notes here.

Check Box

Allows you to select one or more options from a group of options.

Template: PHN SOAPIE Note

11 home visits

12 Immunization

45 PHN Clinic Visit at office

22 School

51 Telephone Call

60 Education Classes

25 Other

DATE/TIME OF ENCOUNTER:

REASON FOR CONTACT:

LOCATION:

PATIENT IDENTIFIED BY: name DOB other

PATIENT KNOWN TO PHN: Yes No

S/O: This is a word processing box. It allows you to enter free text. You can write your notes here.

Scrolling Text Field

Template: PHN SOAPIE Note

11 Home visits
 12 Immunization
 45 PHN Clinic Visit at office
 22 School
 51 Telephone Call
 60 Education Classes
 25 Other

DATE/TIME OF ENCOUNTER:
REASON FOR CONTACT:
LOCATION:
PATIENT IDENTIFIED BY: name DOB other
PATIENT KNOWN TO PHN: Yes No

S/O:

ASSESSMENT:
Nursing Diagnosis:

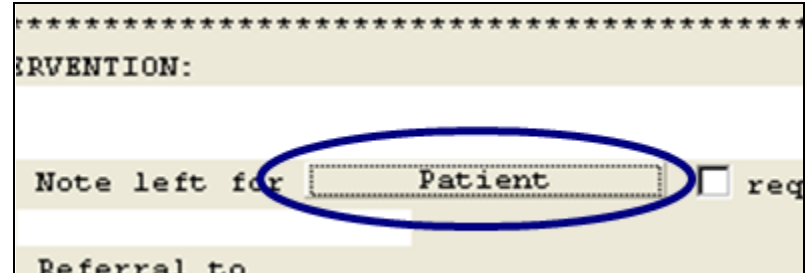
PLAN:

* Indicates a Required Field

Option Button

Allows you to select one option from a group of options- in a different way!

Click the button; it changes!



INTERVENTION:
Note left for Patient req
Referral to



Note left for Patient's parent req
Referral to

Drop-down List

Allows selection of one item from a list.

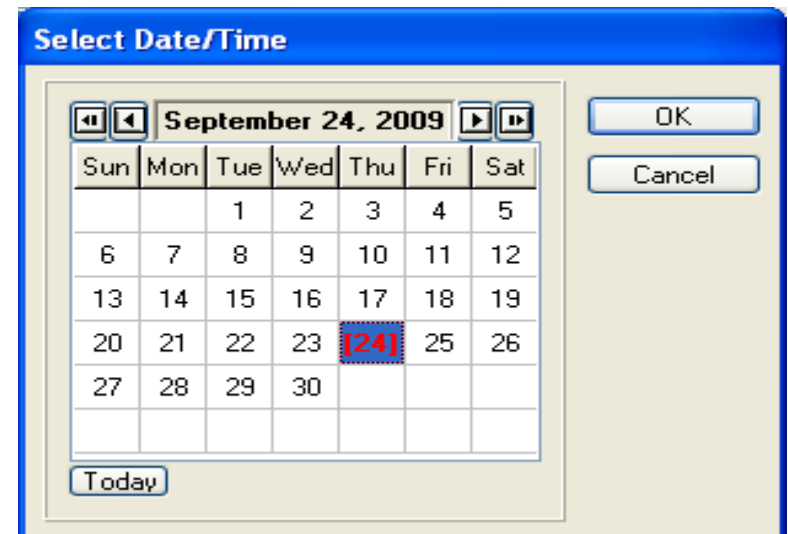
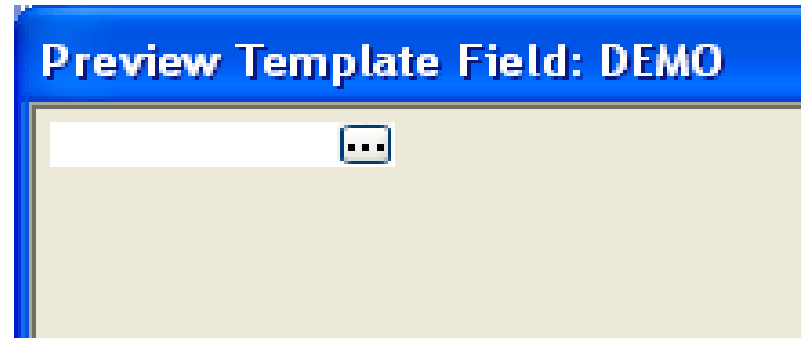
- Click the drop-down arrow to display the list.

The screenshot shows a software window with a light beige background. At the top left, it says "No CPT codes found". Below that is a checked checkbox labeled "Follow up in" followed by a small square drop-down arrow and the text "months" with another small square drop-down arrow. A large white rectangular area is positioned below the checkbox. A blue oval highlights a vertical list of numbers: 0, 1, 2, 3, 4, 5, 6, and 7. To the right of this list, there is a vertical scrollbar. Below the list, there is a line of text: "follow-up per 3 decreased or worsening symptoms". Below that, another line of text: "Keep all other 5 appointments.". Below that, a line of text: "Future Appt: 6 Found". At the bottom of the window, there are five buttons: "All", "None", "* Indicates a Required Field", "Preview", "OK", and "Cancel". A small number "9" is visible at the bottom center of the window.

DATE

Allows you to put a date in the note

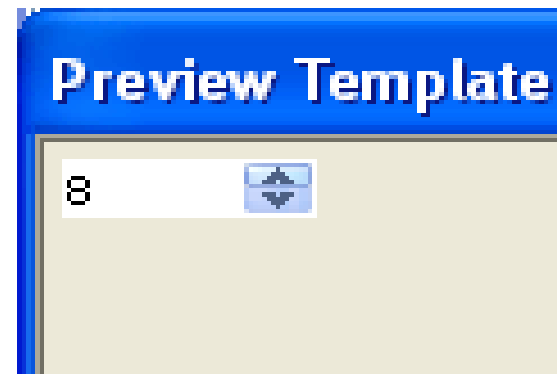
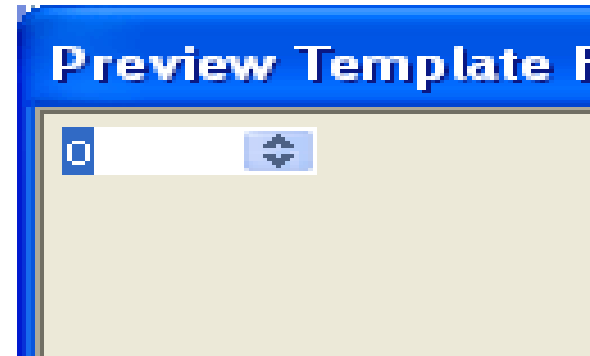
- Click on the dots.
- A calendar will display and you select a date!



NUMBER

Allows you to select a number.

- Click up or down to appropriate number.



Fill Out Template

Template: PHN SOAPIE Note

Note left for Patient's guardian requesting that PHN be contacted.

Referral to

- Social Services
- District PHN
- Other: - at Hospital/Clinic

PHN offered resources on:
Patient's Problem

EVALUATION:
Evaluation

- Patient verbalized understanding
- Patient agrees with plan of care
- Patient disagrees with plan of care
- other:

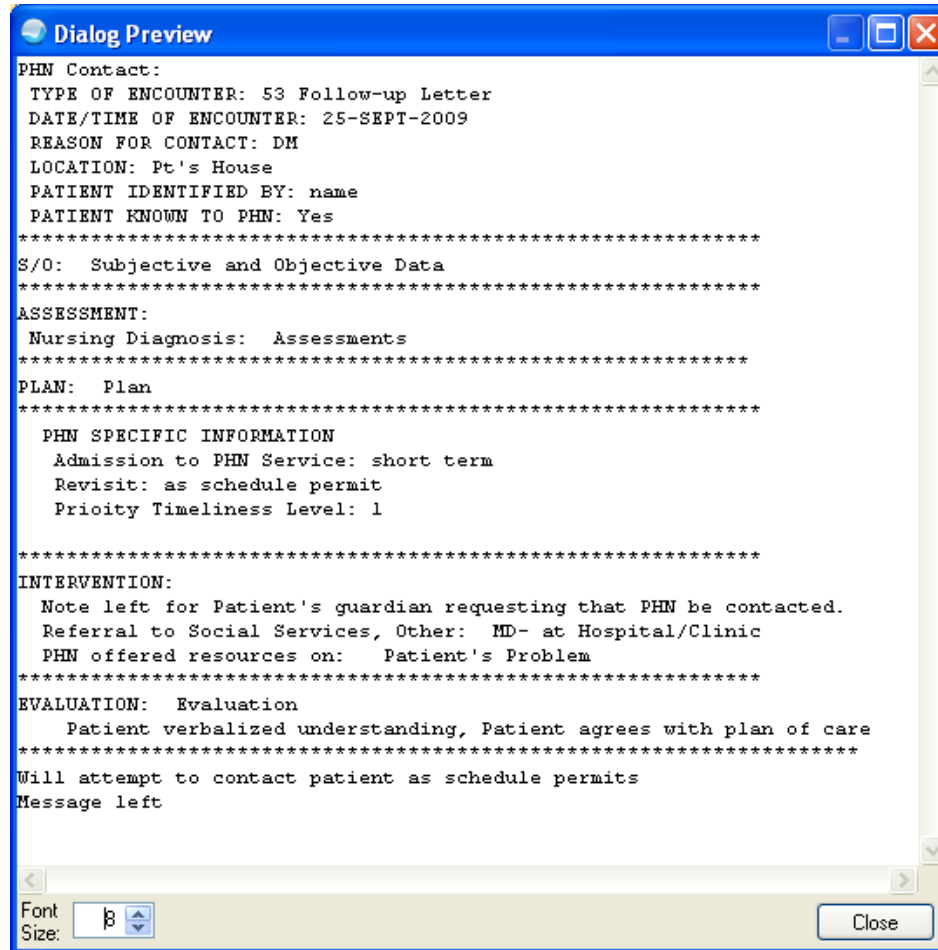
Will attempt to contact patient as schedule permits

Message left

No further follow up indicated

All None * Indicates a Required Field Preview OK Cancel

Preview Template



Template

Click OK

- Once you leave the template you cannot go back!!

Template: PHN SOAPIE Note

Note left for Patient's guardian requesting that PHN be contacted.

Referral to

Social Services

District PHN

Other: - at Hospital/Clinic

PHN offered resources on:
Patient's Problem

EVALUATION:
Evaluation

Patient verbalized understanding

Patient agrees with plan of care

Patient disagrees with plan of care

other:

Will attempt to contact patient as schedule permits

Message left

No further follow up indicated

All None * Indicates a Required Field Preview OK Cancel

Now it is a TEXT Document

The screenshot displays the 'RPMS-EHR USER, FSTUDENT' application window. The interface includes a menu bar (User, Patient, Tools, Help) and a navigation pane with tabs for PRIVACY, PATIENT CHART, and RESOURCES. The patient information section shows 'Demo, Alice Janene' (109629, 30-Nov-1952, F) at 'A CLINIC' on '21-Sep-2009 09:14' with 'Moore, Catherine' as the provider. The main content area is titled 'NURSING NOTE' and contains the following text:

NURSING NOTE
Vst: A CLINIC
PHN Contact:
TYPE OF ENCOUNTER: 53 Follow-up Letter
DATE/TIME OF ENCOUNTER: 25-SEPT-2009
REASON FOR CONTACT: DM
LOCATION: Pt's House
PATIENT IDENTIFIED BY: name
PATIENT KNOWN TO PHN: Yes

S/O: Subjective and Objective Data

ASSESSMENT:
Nursing Diagnosis: Assessments

PLAN: Plan

PHN SPECIFIC INFORMATION
Admission to PHN Service: short term
Revisit: as schedule permit
Priority Timeliness Level: 1

INTERVENTION:
Note left for Patient's guardian requesting that PHN be contacted.
Referral to Social Services, Other: MD- at Hospital/Clinic
PHN offered resources on: Patient's Problem

EVALUATION: Evaluation
Patient verbalized understanding, Patient agrees with plan of care

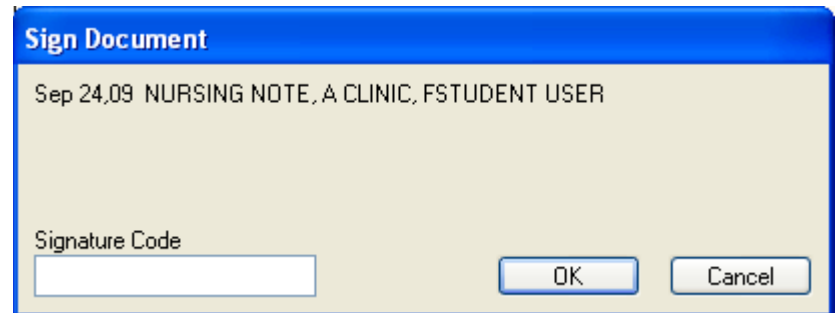
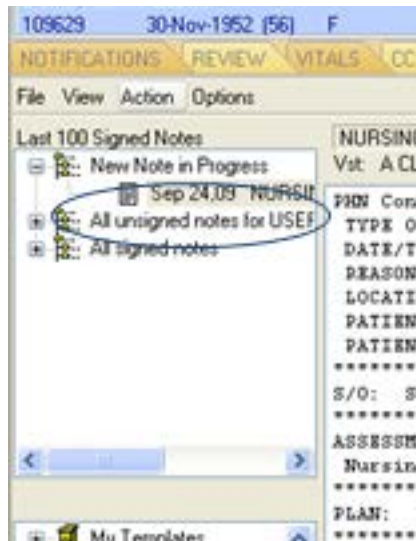
Will attempt to contact patient as schedule permits
Message left

At the bottom of the note, it says 'Patient Educations: V76.10-LITERATURE'. The interface also features a 'Last 100 Signed Notes' tree on the left and a 'My Templates' tree at the bottom left. The status bar at the bottom shows 'USER, FSTUDENT', 'DEMO-HO.IHS.GOV', 'DEMO HOSPITAL', and '24-Sep-2009 18:02'.

Review and Edit

The screenshot displays the RPMS-EHR USER, FSTUDENT interface. The top menu bar includes 'User', 'Patient', 'Tools', and 'Help'. Below this, there are tabs for 'PRIVACY', 'PATIENT CHART', and 'RESOURCES'. The patient information section shows 'Demo, Alice Janene' with ID '109629', birth date '30-Nov-1952 (56)', and gender 'F'. The encounter is at 'A CLINIC' on '21-Sep-2009 09:14' (Ambulatory) with 'Moore, Catherine' as the provider. The 'NOTES' tab is active, showing a 'NURSING NOTE' dated 'Sep 24, 2009@17:11' by 'User, Fstudent'. The note content includes PHN contact details, S/O (Subjective and Objective Data), ASSESSMENT (Nursing Diagnosis: Assessments), PLAN (PHN SPECIFIC INFORMATION: Admission to PHN Service: short term, Revisit: as schedule permit, Priority Timeliness Level: 1), INTERVENTION (Note left for Patient's guardian requesting that PHN be contacted, Referral to Social Services, Other: MD- at Hospital/Clinic, PHN offered resources on: Patient's Problem), and EVALUATION (Patient verbalized understanding, Patient agrees with plan of care). The note concludes with 'Will attempt to contact patient as schedule permits' and 'Message left'. A 'Patient Educations: V76.10-LITERATURE' section is visible at the bottom of the note. The interface also features a 'Last 100 Signed Notes' list on the left and a 'My Templates' section with various clinical templates like 'FAVORITE CHILD', 'BAD CHILD', 'Nutrition', 'Health Educator', 'WOUND CARE', 'Footer Note', 'TEST TITLE', 'DEWING EMPLOYI', 'PHN template to be', 'STD-Meds Pick', 'Postpartum follo', 'PHN SOAPIE N', and 'PHN'. The status bar at the bottom shows 'USER, FSTUDENT', 'DEMO-HO.IHS.GOV', 'DEMO HOSPITAL', and '24-Sep-2009 18:02'.

Sign and Complete



DONE!

RPMS-EHR USER, FSTUDENT

User Patient Tools Help

PRIVACY PATIENT CHART RESOURCES

Demo, Alice Janene 109629 30-Nov-1952 (56) F A CLINIC 21-Sep-2009 09:14 Moore, Catherine USER, XSTUDENT Ambulatory

Visit ummar Posting AD

NOTIFICATIONS REVIEW VITALS CC / PROBS MEDS LABS REPORTS ORDERS WELLNESS IMMUNIZATIONS PDV SUPERBILL NOTES MORE ...

File View Action Options

Last 100 Signed Notes Visit: 05/13/08 CAC CONSULT, GENERAL, BSTUDENT USER (May 13,08@10:21)

- All unsigned notes for USER
- All signed notes
 - Sep 24,09 MAYCOI
 - Dec 17,08 MILLER
 - Aug 18,08 PC NOT
 - May 13,08 CAC CONSULT, GENERAL, BSTUDENT USER
 - Mar 06,08 ANDERS
 - Feb 20,08 PC NOT
 - Aug 09,07 DM NOT
 - Aug 09,07 DM NOT
 - Jun 29,07 PC NOT
 - Jun 26,07 PC NOT
 - Jun 21,07 CAC COI
 - May 09,07 PC NOT
 - Apr 09,07 PC NOT
 - Mar 23,07 PC NOT
 - Mar 21,07 TONRE
 - Mar 07,07 PC WEL
 - Feb 13,07 DIABETI
 - Feb 13,07 RETRAO
 - Feb 13,07 ADVANC
 - Jan 18,07 ANDERS
 - Jan 16,07 PC NOT
 - Jan 09,07 PC NOT
 - Dec 12,06 RETRAI
 - Nov 28,06 WELL V
 - Nov 28,06 PC NOT

TITLE: CAC CONSULT
DATE OF NOTE: MAY 13, 2008@10:21 ENTRY DATE: MAY 13, 2008@10:21:58
AUTHOR: USER, BSTUDENT EXP COSIGNER:
URGENCY: STATUS: COMPLETED

Signed: 05/13/2008 10:22

Receipt Acknowledged By:
05/13/2008 10:23 /es/ XSTUDENT USER
PHYSICIAN ASSISTANT - CERTIFIED

/ Templates
New Note

USER, FSTUDENT DEMO-HO.IHS.GOV DEMO HOSPITAL

PHN Templates

- National Templates (in the works) - will review FTP repository / import demo.
- Best practice: Use existing templates approved by National IHS PHN committee to ensure consistent legal and financial (billing) standards.
- CACs present at each site will import templates from repository into local DEHR database at end of presentation.

Notifications

- There are many notifications that can be set up in the EHR.
- Work with your CAC to review current notifications that are turned on.
- A user can also schedule a notification to themselves or others.
- PHNs will receive notifications for unsigned notes and referrals/consults .
- HIM responsible to run the unsigned notes, unsigned orders, consults.

How do They Work?

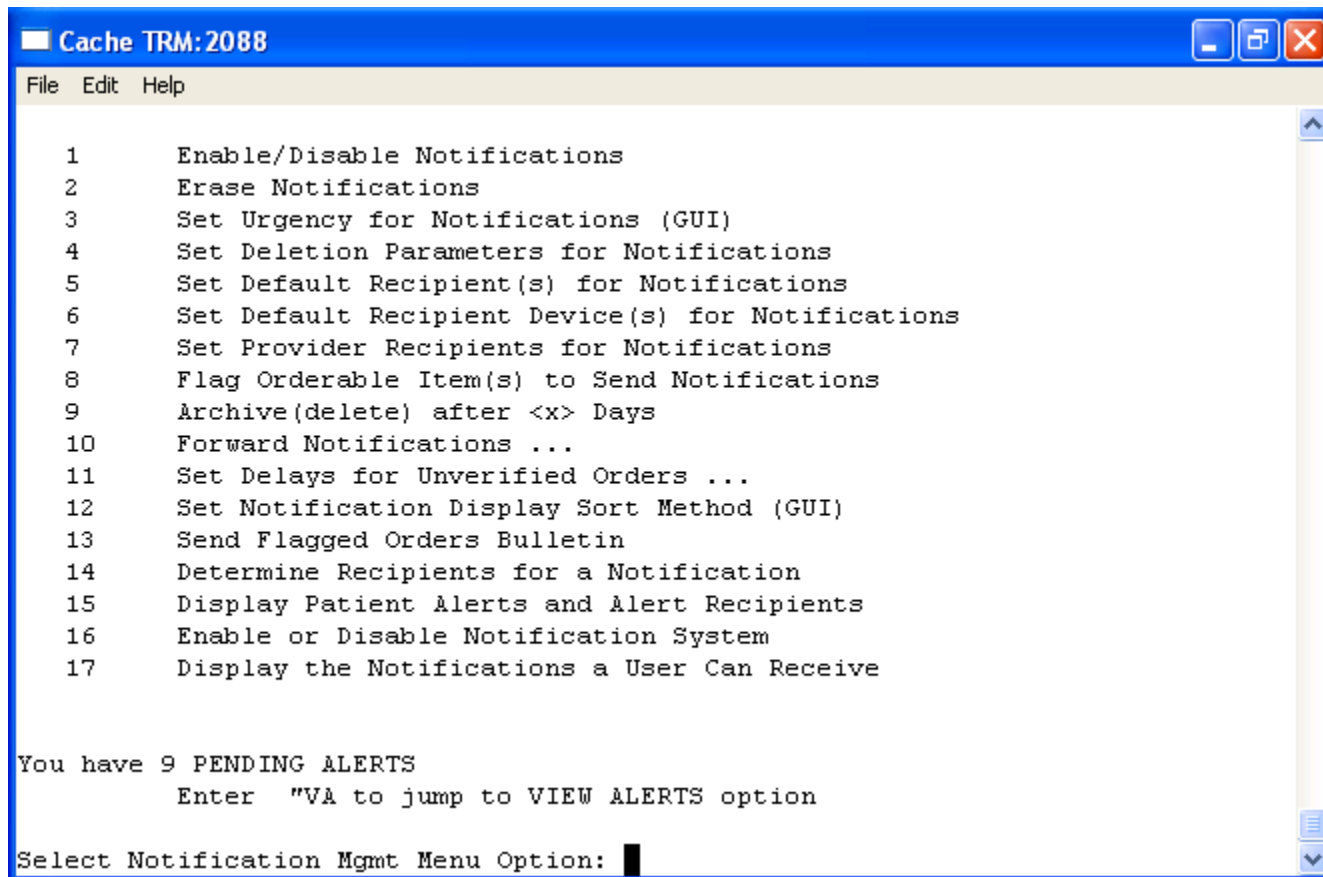
Recipient Determination

- Turn off only “E&M Code Required” and turn on “POV Required” notifications for PHN User Class
- If a PHN writes a note for a visit and leaves out POV, when they select the next patient or close the EHR they receive a notification. A reminder window will open to sign note, click **OK** and go to Action and sign note.
- Reminders only stay on the Notification Tab for 30 days unless locally modified.

Notification Management Menu

- This menu handles all the notifications. Number 16 turns on the notification system for the facility. Until then *no notifications can be sent*.
- However, once its turned on, all clinicians will receive any mandatory or enabled notifications, even if they are not using the EHR. Do not turn on notification until you are ready to use the EHR.
- Notifications set as mandatory cannot be turned off by the user. Notifications that are “Enabled” can be “Disabled” by the user in the EHR.

Notification Menu



```
Cache TRM:2088
File Edit Help

1      Enable/Disable Notifications
2      Erase Notifications
3      Set Urgency for Notifications (GUI)
4      Set Deletion Parameters for Notifications
5      Set Default Recipient(s) for Notifications
6      Set Default Recipient Device(s) for Notifications
7      Set Provider Recipients for Notifications
8      Flag Orderable Item(s) to Send Notifications
9      Archive(delete) after <x> Days
10     Forward Notifications ...
11     Set Delays for Unverified Orders ...
12     Set Notification Display Sort Method (GUI)
13     Send Flagged Orders Bulletin
14     Determine Recipients for a Notification
15     Display Patient Alerts and Alert Recipients
16     Enable or Disable Notification System
17     Display the Notifications a User Can Receive

You have 9 PENDING ALERTS
      Enter  "VA to jump to VIEW ALERTS option

Select Notification Mgmt Menu Option: █
```

Determining Settings for Notifications

- Team needs to decide which notifications to turn on, what the urgency level is for each notification and who is to receive the notification.
- Avoid Notification Overload.
- Start out conservatively and review 90 days after Go Live.

Erase Notifications

- If a user receives a notification that does not apply to them “lab result notification”, when they didn’t see the patient they can forward to another provider.
- Notifications can be erased by the user or a CAC.

Display the Notifications a User Can Receive

```
Cache TRM: 3032
File Edit Help
Notification List for USER,POWER Page: 1

Notification
-----
ON/OFF For This User and Why
-----
ABNORMAL IMAGING RESULTS      ON   System value is Mandatory
ABNORMAL LAB RESULT (INFO)    OFF  OERR value is Disabled
ABNORMAL LAB RESULTS (ACTION) ON   System value is Enabled
ADMISSION                     ON   System value is Enabled
CONSULT/PROC INTERPRETATION   OFF  OERR value is Disabled
CONSULT/REQUEST CANCEL/HOLD   ON   OERR value is Enabled
CONSULT/REQUEST RESOLUTION    ON   System value is Enabled
CONSULT/REQUEST UPDATED      OFF  OERR value is Disabled
CRITICAL LAB RESULT (INFO)    ON   System value is Mandatory
CRITICAL LAB RESULTS (ACTION) OFF  OERR value is Disabled
DC ORDER                      OFF  OERR value is Disabled
DECEASED PATIENT             ON   System value is Enabled
DISCHARGE                   OFF  OERR value is Disabled
DNR EXPIRING                OFF  OERR value is Disabled
ERROR MESSAGE               OFF  OERR value is Disabled
FLAG ORDER FOR CLARIFICATION  ON   System value is Enabled
Press RETURN to continue or '^' to exit: █
```

GUI Personal Preferences

From the Tools menu and “Options”, a user may:

- Enable/disable notifications
- Set a surrogate (ability to send to a department, e.g., PHN)
- Customize personal note title list

PHN Templates and Notifications

- Work Session: CACs present at each site please import templates from repository into local DEHR database
- Please setup default Notifications for users



Discussion and Questions