Attending Provider Name Addition for Urgent Care Registration and Clerical Staff

Cerner Revenue Cycle and PowerChart **EDUCATION**
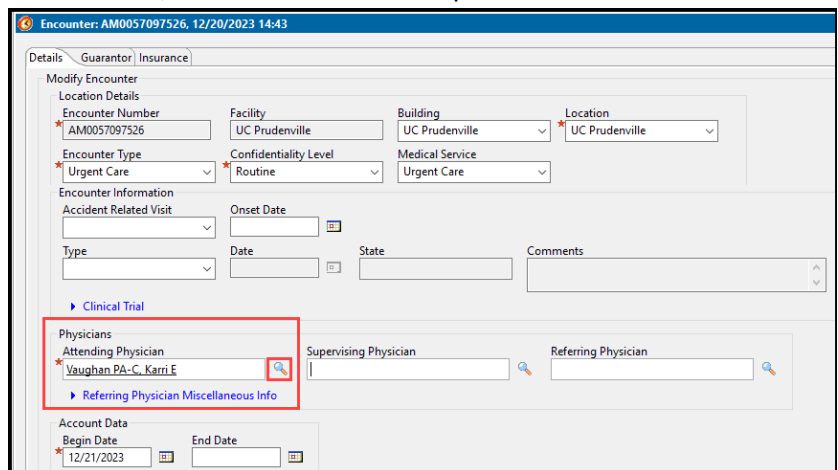
Attending Provider Name Addition

> **Note**: It is important that the Attending Provider is accurately captured in Revenue Cycle for billing purposes.
> - The Attending Provider should be documented upon registering the patient if the assigned provider is known at the time.
> - If the Attending Provider is unknown upon registering the patient, it should be completed prior to discharge.

Add Attending Provider with Registration

1. Upon selecting the Revenue Cycle Walk-In Visit Icon, the Encounter widow opens.
2. The Attending Physician field will default to Urgent Care Physician. Attending Physician should be updated at this time if the Attending Physician/Provider is known.
   a. Use the magnifying glass to search for a provider.
3. Select Save. (Complete Add a Walk-In Visit steps).
4. The patient and Attending Physician will display on the PowerChart Tracking Board within the Consent Scan tab.
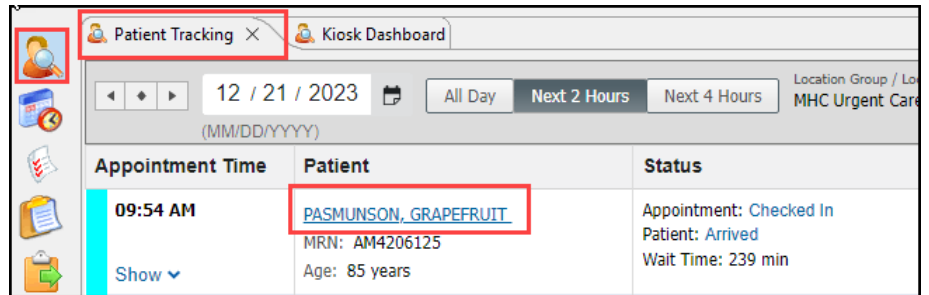
Add or Modify Attending Provider Post Registration

1. Navigate to the Consent Scan tab on PowerChart Tracking Board.
2. Locate the patient(s) that you wish to Add or Modify the Attending Provider for.
   a. All patients with a default Urgent Care Physician in the Attending Physician column will need to be updated, once the information is available.
3. Hover over the initials displayed in the Dr column to view the provider's full name.

4. Navigate to Patient Tracking in Revenue Cycle. Select the Patient Tracking tab.
5. Select the patient's name.

6. Select the Encounters Button, and then the Encounter Details tab.
7. Select the ✏ icon to modify.
8. Update the Attending Physician.
9. Save using the 💾 icon.