

# **Recovery Coach Workflow** for Behavioral Health Recovery Coaches

### Cerner PowerChart Ambulatory EDUCATION

#### **Create the Note**

- 1. Within the patient's chart, scroll to the bottom of the Ambulatory Workflow to find the Create Note section.
- 2. Click More.
- 3. Click Select Other Note.



- 4. Select BH Recovery Coach Office Note from the drop-down menu.
- 5. Select **Brief Note** as the Note Template.
  - a. Title can be changed, if needed.
- 6. Click **OK**.

🕂 Add 🗐 🔲 🖿			
New Note × List			
Note Type List Filter:		All (202) Favorites (0)	
	*Note	<b>Femplates</b>	
*Type: BH Recovery Coach Office Note		Name 👻	Description
	☆	BH Psychiatric Office Note	BH Psychiatric Office Note
Title:	☆	BH Therapist Office Initial Note	BH Therapist Office Initial Note
Brief Note a		BH Therapist Office Note	BH Therapist Office Note
*Date:	☆	BH Therapist Telephone Visit Note	BH Therapist Telephone Visit Note
3/18/2024 III 1421 EDT	☆	BH Therapist Video Visit Note	BH Therapist Video Visit Note
5	*	Brief Note	Brief Note
*Author:	☆	Cardiac Electrophysiology Progress Note	Cardiac Electrophysiology Progress Note

- 7. Use the appropriate Recovery Coach Note Auto Text.
  - a. Drop-down options are built into the template to capture documentation requirements.
  - b. Check the box next to the appropriate selection, then click Apply to add to the note.

Brief Note X List			
Tahoma 7 - 9			
,Re			
,RecovCoachNote *			
,RecovTelNote *			
,RecovVidNote *			

Tahoma • 9 •	χ ΓΔ ΓΞ ΓΞ Φ → Β Ι <u>U</u> <del>S</del> Δ· Ξ Ξ
Recovery Support Progress Note Session Focus:Recovery Support, Chi Intervention provided:Case Manage Interventions response:_~ Treatment progress:_~ Staff Impressions: Time In/Out:	

8. Complete all necessary documentation, then click Sign/Submit at the bottom of the note.



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9. Select Recipients or Reviewers if needed, then click Sign.

BH Recovery Coach Office Note     Author:     Title:     Brief Note     Contacts     Recipients     Other (Lifetime) - DBA     Other (Lifetime) - System Ad     Brief Note     Contacts     Plance     Conment     Sign Review        Other (Lifetime) - System Ad	*Type:	Note Type List Filter:				
Brief Note       3/18/2024       1538       EDT         Forward Options       Create provider letter       Image: Create provider letter       Image: Create provider letter         Favorites       Recent       Relationships       Image: Create provider letter       Image: Create provider letter         Contacts       Image: Create provider letter       Image: Create provider letter       Image: Create provider letter         Image: This Visit       Image: Create provider letter       Image: Create provider letter       Image: Create provider letter         Image: This Visit       Image: Create provider letter       Image: Create provider letter       Image: Create provider letter         Image: This Visit       Image: Create provider letter       Image: Create provider letter       Image: Create provider letter         Image: This Visit       Image: Create provider letter       Image: Create provider letter       Image: Create provider letter         Image: This Visit       Image: Create provider letter       Image: Create provider letter       Image: Create provider letter         Image: This Visit       Image: Create provider letter       Image: Create provider letter       Image: Create provider letter         Image: This Visit       Image: Create provider letter       Image: Create provider letter       Image: Create provider letter         Image: Create provider letter       Image: Crea	BH Recovery Coach Office Note	✓ All	~			
Forward Options Create provider letter   Favorites Recent   Relationships     Contacts     Person     Phones     Phones <td>Author:</td> <td>Title:</td> <td>*Date:</td> <td></td> <td></td> <td></td>	Author:	Title:	*Date:			
Favorites       Reclationships         Contacts       Recipients <ul> <li>This Visit</li> <li>Other (Lifetime) - DBA</li> <li></li></ul>		Brief Note	3/18/2024 1538	EDT		
Contacts	S Forward Options					
Contacts						
Default Name      This Visit      Ambulatory Nurse - Nurse M      Process of the function of the funct	Favorites Recent Relationships		<u> </u>			
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#### **Enter the Problem into the Problem List**

- 1. On the Ambulatory Workflow, click Problem List.
- 2. Search for Substance use.
- 3. Select Substance use (F19.90) from the drop-down menu.

Problem List	Problem List	
Home Medications (0)	Classification Medical and Patient Stated V Add as This Visit V	substance use   2
Diagnostics (0)		Substance use (F19.90)
Pathology/Misc (0)	No Devide Fund	Substance use disorder (F19.90)
Microbiology (0)	No Results Found	Substance abuse, daily use (F19.10)

4. Mark the problem as This Visit, Chronic, or both.



5. Do not use the Diagnosis Assistant to further specify the diagnosis code at this time.

#### **Enter the Office Visit No Charge Code**

- 1. Navigate to the Clinical Staff Orders page.
- Under New Order Entry, select Ambulatory In Office Orders.
- 3. Search for no charge.
- 4. Select Office Visit No Charge.

New Order Entry 🕇	≡∗⊗
Ambulatory - In Office Orders	2 tory (Meds as Rx)
	No health plans found.
You are currently viewing a you place will apply to this enco no charge BD NO CHARGE	
Office Visit No Charge	
Holter/EventMonitor Hookup - N	o Charge



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- 5. In the Ordering Physician box, select the following:
  - a. Order.
  - b. Physician Name: Use supervising physician.
  - c. Communication Type: Per Protocol/Policy/Existing Order.
  - d. Click OK.

P Ordering Physician X				
Order a ○ Proposal				
*Physician name				
Test MD, Physician				
*Order Date/Time				
03/21/2024 • 1057 • EDT				
*Communication type				
Per Protocol/Policy/Existing Order C				
Cosign Required Verbal Order with Read Back Written/Fa× Proposed Order				
OK Cancel				

6. Click Orders for Signature.



- 7. Associate the appropriate diagnosis code by clicking in the white box under the code.
- 8. Click Sign.

Orders for Signature				×
List View Association View				
* Required This Visit problem associa	ation Click a cell	to associate a This Visit problem with an order.	<ul> <li>Always default association</li> </ul>	Clear all associations
		Substance use (F19.90) Clear column		
<ul> <li>Non Categorized (1)</li> </ul>				
& * Office Visit No Charge 3/4/2024 0:00 EST	Remove Clear row	7	1 8	
			Sign Save Mod	dify Details Cancel