Cervical Cancer Screening Workflow for Providers, Clinical Staff and Quality Incentive Coordinators

Cerner PowerChart Ambulatory **Education**

Summary: To satisfy requirements to meet quality measures for cervical cancer screening, one of the following needs to be completed from Recommendations: Gynecologic Cytology ordered, completed cervical cancer screening documented, or exclusions to screening documented.
Support: Ambulatory Informatics at 231-392-0229.

Cervical Cancer Screening Workflow

1. When a patient presents for an office visit, navigate to the **Recommendations** on the Ambulatory Workflow page.
2. Check if patient is due for Cervical Cancer Screening.
3. If due, determine if patient has had Screening.

Cervical Cancer Screening is due and has been completed

If the patient is due for Cervical Cancer Screening and screening has been completed:
1. Look for results in Outside Records.
2. If results **are present** in outside records:
    a. Confirm that the screening results are within the recommendation recurrence timeframe (every 3 years for females ages 21-29 and every 5 years for ages 30-64 with HPV screening, or every 3 years without HPV screening).
        i. If the results are **not within the recurrence timeframe**, contact Ambulatory Informatics as the Recommendation should show as due today.

3. Indicate that the test was done elsewhere.
    a. Click on the **Cervical Cancer Screening Recommendation**.
    b. Click on **Actions**.
    c. Select the **Completed Option**.
    d. Change the **Satisfy Date** to the date the screening was **performed**.
    e. Select the **Reason**: Expectation Satisfied Elsewhere.
    f. Enter Comments if needed.
    g. Click **Save**.



Cervical Cancer Screening is due and not completed

Order a Pap test from Recommendations:

1. Navigate to the Cervical Cancer Screening Recommendation.
2. Click on **Order: Gynecologic Cytology**.
3. Enter Ordering Physician details: select **Order**, **Cosign Required** and click **OK.**
4. Click **Orders for Signature**.
5. Associate the appropriate diagnosis, using one of the following:
    a. Normal gynecologic examination (Z01.419)
    b. Abnormal gynecological exam (Z01. 411)

c. Pap smear for cervical cancer screening (Z12. 4)
d. Screening for HPV (Human Papillomavirus) (Z11.51)

6. Click **Modify Details**.
7. Enter all required order Details and click **Sign**.
8. Cervical Cancer Screening should now display in the Not Due/Historical Section.
9. Print or fax the order requisition, if needed, using Medical Record Request.
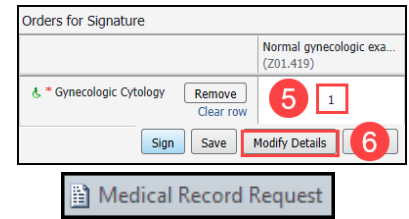
Exclusions to Cervical Cancer Screening

Exclusions to cervical cancer screening include a history of a total hysterectomy or a history of the removal of the cervix but not uterus.

- **Add the exclusion to the Problem List**:
  1. Navigate to the Problem List on the Ambulatory Workflow Page.
  2. Select Add as **This Visit and Chronic**.
  3. Search for the correct diagnosis: **History of total hysterectomy (Z90.710)** or **History of removal of cervix but not uterus (Z90.712)**.
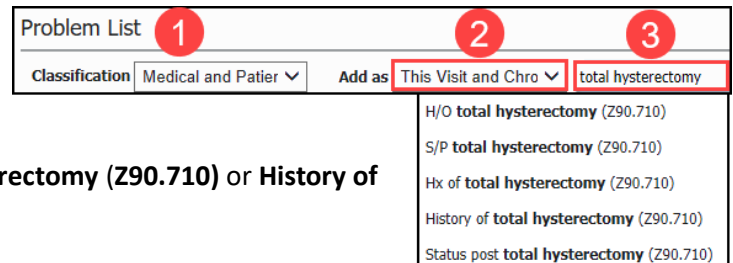
> - Clinical staff may add the diagnosis code initially if known. Providers are responsible to add the diagnosis code to subsequent annual visits.
> - If clinical staff is uncertain of the correct diagnosis to add, check with the provider.

- **Update Procedure Histories from Recommendations:**
  1. If the total hysterectomy **is not** documented in Histories:

      a. Navigate to the Cervical Cancer Screening Recommendation.
      b. Click on **Actions**.
      c. Select **Total Hysterectomy Procedure**.
      d. Enter the **complete date of the procedure** (month, day, year).
      e. **Remove your own name** from the Physician field by clicking **X**.
      f. Update the Physician to the performing provider (if known) and any additional information available. If unknown, this field may be left blank.
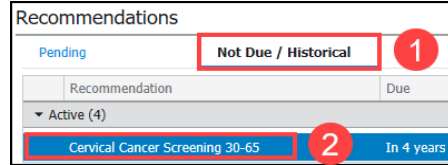   g. Click **Save**.
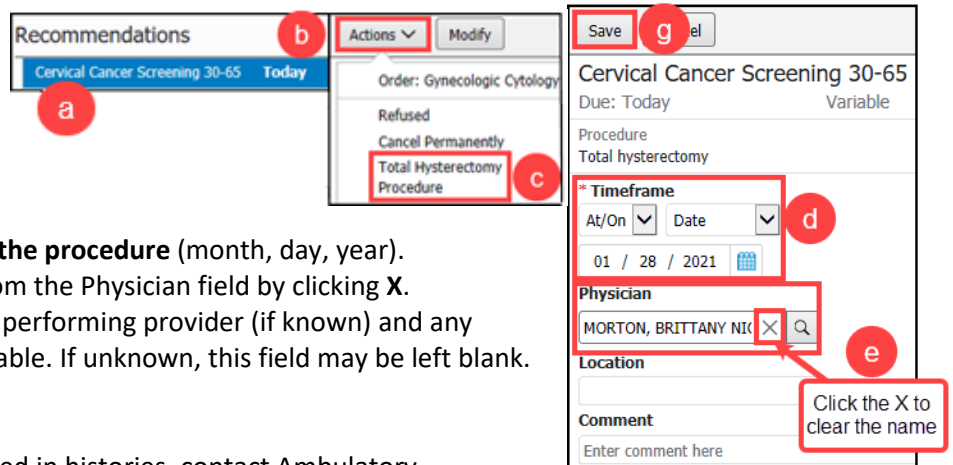
- If the procedure is already documented in histories, contact Ambulatory Informatics as the Recommendation should have automatically canceled.

Changing Cervical Cancer Recurrence
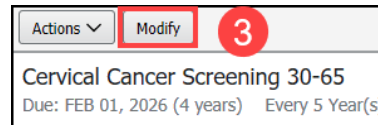
Changing the Cervical Cancer Recurrence:

1. Navigate to the **Not Due/Historical** tab of Recommendations.
2. Select the **Cervical Cancer Screening Recommendation**.
3. Click **Modify**.
4. **Edit the Recurrence** to the correct timeframe.
5. Select the **Reason: Patient Risk Factors**.
6. Enter Comments if necessary.
7. Click **Save**.