

## Documentation and Discharge Process for ED Providers

## Cerner FirstNet EDUCATION

### How to Create an ED Provider Note

- 1. On the Provider View, Manage-ED/Observation MPage review the patients' clinical information in the necessary components, while creating your documentation.
- 2. **Problem List Component:** To satisfy the requirements for the Problem List, enter at least one "This Visit Problem(s)" and at least one Chronic Problem or select No Chronic Problems.
  - A. Add problems using the Add problem search field. To left of the search field use the drop-down to select this Visit, This Visit and Chronic, or Chronic.
  - B. Use the This Visit and Chronic buttons as appropriate on each diagnosis.
  - C. Providers can individually prioritize problems without affecting any other provider's order. This Visit active problems will automatically populate the Assessment and Plan part of your note.
  - D. Diagnosis Assistant is available by **clicking on the exclamation point**. This allows you to pick a more specific diagnosis that meets ICD-10 requirements.
  - E. Be careful when resolving problems because this is a shared list across the system. If the provider who is currently logged in resolves a problem, it resolves it for all other providers.
- 3. **Contextual View (optional but recommended step):** Click contextual view for text components, offering a side-by-side view of the patient information (left) and your note(right) while going through components.
- 4. Populate Text Components: Utilize free text, Dragon, Tag, Drag, or Auto Text/.Phrase.
- 5. The following components have standard auto text available:
  - A. Review of Systems: **.ed\_ros** auto text, use **F9** to move through drop down selections.
  - B. Objective/Physical Exam: .ed\_pe auto text.
  - C. Procedure: .ed\_procedure.

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Results Review		_	anage - ED/Observation	~	ED Discharge - Provider × Emergency Orders × +		4	
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-		1	Procedure		1 No Chronic problems documented. Document 'No Chronic Problems' or add a problem	Dismiss		
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Growth Chart			Vital Signs		1 V Seasonal depression F33.8 (ICD Medical Visit	Chronic	.ed_ros_Extended-Normal *	
Health History			Immunizations		2 🗸 RUQ abdominal pain R10.11 (ICD Medical 🗸 This Visit	Chronic	.ed_ros_Short_Sore_Throat * .ed_ros_Unable_to_Obtain *	
Histories			Home Medications (0)		Resolved Chronic Problems			
Insurance			MAPS - MI Only					
Interactive View			Pathology/Misc (0)		All previous This Visit problems		.ed_pe	
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			Medical Decision Making Subjective		Allergies (0)	+ All Visits 🤣	Populate with Free text, Dragon, Tag, Drag or Auto Text	



# Documentation and Discharge Process for ED Providers

- 6. **Complete ED Discharge Workflow** (*see ED Discharge Workflow instructions below*) & then select **ED Provider Note** to populate and publish your note.
  - A. **Sections**: Review the sections of your note and make additions or modification as necessary before publishing. Providers can Refresh/Insert Free Text/Remove Text/Dragon/Tag/or Auto Text. Templates within a signed note (i.e., Vitals and Medications) will not update automatically. They will need to be refreshed individually.
  - B. **Complete your note**: Clicking Sign/Submit allows the provider to sign the note, once the note is complete.
    - I. Clicking Save or Save and Close allows the provider to save the note and come back to complete it later and places the note in an "In Progress" status within the Documents tab in Workflow.
    - II. Clicking Cancel allows the provider to discard the note.

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Provider Note × List	
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Chief Complaint Right Hip pain x2 days post fall	
History of Present Illness 53 y/o male with hip pain x 2 days, after falling from a ladder in the garage.	
Review of Systems	
Constitutional: nov fever, nov chills, nov sweats, nov weakness	
Respiratory:no* shortness of breath, no* cough	
Cardiovascular: no - chest pain Additional ROS info: Except as noted in the above Review of Systems and in the History of Present Illness all other systems have b	
Physical Exam	
<u>Vitals &amp; Measurements</u> T: 37 °C (Oral) HR: 78 (Monitored) RR: 22 BP: 156/66 SpO2: 99%	
HT:180 cm WT:66 kg	
General: alert+, no acute distress+.	
Cardiovascular: regular rate and rhythm, normal peripheral perfusion.	
Respiratory: Lungs CTA+, respirations non labored+. Extremities: no+ deformity, no+ trauma.	
Neurological: oriented 4+, LOC appropriate for age+.	
Procedure	
Procedure: Cardioversion Sign/Submit Save Save & Close	Can
Performed by: Self	Curre
Indication: Atrial Fibrillation Universal Protocol: Time out was performed. Patient, side, site and procedure was verified.	
Consent: Consent was obtained prior to the procedure. Indications, risks, and benefits were explained at length.	
Patient was placed on continuous cardiac monitoring and continuous pulse oximetry. Supplemental oxygen was administered via nasa	
After appropriate level of sedation was achieved (please see separate sedation procedure note), synchronized cardioversion was performed to apparent complications.	



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### **ED Discharge Workflow**

- 1. On the Provider View, ED Discharge MPage complete the required components indicated with a Red Asterisk: Problem List, Patient Education, Follow Up and Disposition Orders. Patient Education and Follow-up are not required for admitted patients.
- 2. **\*Problem List-** To satisfy the requirements for the Problem List, enter at least one "This Visit Problem(s)" and at least one Chronic Problem or select No Chronic Problems. (*see detailed Problem List instructions above*)
- 3. \*Patient Education- select a suggested item or click \_\_\_\_\_\_ and enter the name of education you want to add in Search box.
  - A. To modify education, click Modify. To remove education, click Remove.

Added Education							
Education Name	Language	Actions					
▼ Education (1)							
Abdominal Pain, Adult	English	Modify Print Remove 🏠					

#### 4. \*Follow Up

- A. Search for a Provider or Location in the upper right search field, enter follow-up details. Click Save.
- B. Or select from Quick Pick or Saved Templates Follow Up.

Follow Up	+ Selected Visit 🕤 🔨	Save Cancel Save as Template	
* Required Action. More Details	Dismiss A	Kuhn DO, Robert E	
	Provider O Location Search all providers	٩	Time Frame       Within       S to 7 days
Add Follow Up			Only if needed
Quick Picks PCP - Cook RMD, Natalie E	Employee Health		Phone
Saved Templates Edueddoc , 2	Recheck in AM with your doctor or ER		(231) 935-0614 🔹
Call Find A Doctor at 231-935-5886	Return to Emergency Department		Address
Call for culture results	Return to ER for suture removal		Northern Michigan Medicine & Pediatrics 3643 W Front St Suite
			City State
COVID Ask A Nurse 231-935-0951			Traverse City MI
Added Follow Ups			Postal Code
Time Frame Provider or Location Details About Visit	Address	Actions	49684
▼ Follow Up Instructions (0)	Comments		
Time frame determined b Kuhn DO, Robert E			
			@ <b>.</b> [

#### 5. \*Disposition Order-Place DC order.

- A. Click +.
- B. Click the Disposition Order. Click Close.
- C. Click Check-out box, Sign.



- 6. Address other components as necessary: i.e., Patient Instructions, Prescriptions and MAPS.
- 7. Create Note: ED Provider Note. Sign/Submit. Sign.
- 8. Create Note: ED Discharge Instructions. Sign/Submit. Sign & Print.

Add Orders

Discharge Meds as Rx Acute Care

ED/UC Discharge

ED/UC Discharge

ED/UC Discharge

ED Decision to Admit ED/UC Decision to Transfer

ED/UC Decision to Transfer

Close

A)

Disposition Orders (4)

+ Selecd Visit

Discharge NOV

Discharge after treatment complete

В

to other facility <type facility name here

×