

## Create an Encounter for Offsite Visit for Munson Healthcare Staff

Cerner Ambulatory RevCycle EDUCATION

**Summary:** Follow the below steps to create an encounter for an offsite visit such as and eldercare encounter. **Support:** Ambulatory Informatics at 231-392-0229.

Create and Encounter for Offsite Visit			
		👪 Revenue Cycle	- Cross Venue Clinical Experience - Pat
1. Search for patient.		File View Task	Help
		Search by Name	t C Remon South
2.	Locate and <b>click</b> Select.		Person Guarantor
			Last Name
			ehrtest Person + Add <u>Configuration</u>
			Name Date Jeceased
			Person Identifiers EHRTEST, 1 04/29 EHRTEST, 2 03/1
			EHRTEST, 3 0//0 Encounter Identifiers EHRTEST, 4 05,
			Birth Date
			and
			Encounter Fac Guarantor
2	Navigate to Encounters	within ton toolbar	Select Cancel
5.	a Click on + to add		a Annaistemente de Presistentes Designet Account (1)
		Search by Nan	
		<u></u>	
			sunters 🔊 🕜 Encounter Details 🖾 Images 🎒 Patient Cases
4. Choose the following in Add Encounter Details:			
	a. Correct Facility, Building and Location.		
	b. Encounter Type = Offsite Visit.		
	i. Set a	Details Guar Add Encour	ntor insurance
	Confic	dentiality	r Number Facility Building Location <u>Grayling CHC Eldercare</u> Grayling CHC Eldercare Grayling CHC Eldercare
	level i	f Encount Offsite	r Type bentiality Level Medical Service
	appro	priate.	t :of Service
	c. Select a Service	Facility and	e Facility POS Code POS Admit Date
	POS code.	Encounte	Information Relited Viol
	d. Enter Attending	Physician.	al frial
	e. Select a Begin D	ate. Physician Attendin	g Physician Referring Physician Referring Physician
	f. Click Save.	× Refe	ring Physician Miscellaneous Info
		Account Begin Da	Date
		Commen	
		Encount	Save Cancel