InBetween Visits Encounters in Revenue Cycle for Clerical Staff

Cerner Revenue Cycle Ambulatory **EDUCATION**

The encounter type of InBetween Visits is used to document information as needed in between office visits. InBetween Visits should be used for Message Center communication documentation, such as Messages, Results, and Orders. The best practice is to create a new InBetween Visits Encounter for your clinic location for each separate communication. InBetween Visits may be created in PowerChart or Revenue Cycle.

All InBetween Visits Encounters created in PowerChart will **NOT** have a confidentiality level attached. The encounter must be created or edited in RevCycle if a confidentiality level is needed for the InBetween Visits Encounter.
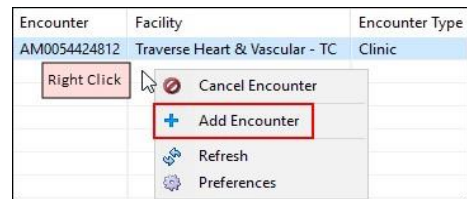
InBetween Visit Encounter Creation or Editing in RevCycle
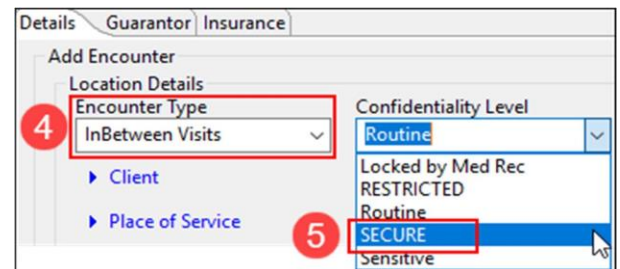
Creating an InBetween Visit Encounter:

1. Search for the patient's name and open the chart.
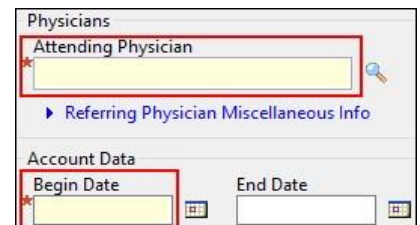2. Select **Encounters** from the top toolbar.
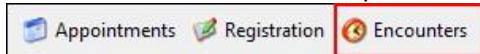
3. Click the blue plus sign in the top right corner or right-click within the encounter list and select **Add Encounter**.

4. Select the **InBetween Visits** Encounter Type.

5. Change the Confidentiality Level to SECURE, if needed (i.e: for Teen Health).

6. Fill in the remaining required fields: Attending Physician and Begin Date. Enter the current day for the begin date.
   a. There is no need to enter any information on the Guarantor or Insurance Tabs.

7. Click **Save**.

Editing an Existing InBetween Visit Encounter:

1. Select **Encounters** from the top toolbar.

2. Click on the **Encounters** tab.
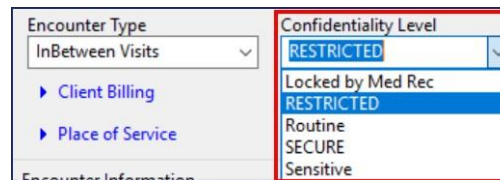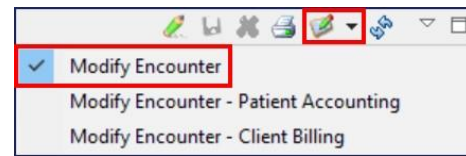
3. Highlight the desired InBetween Visits Encounter.
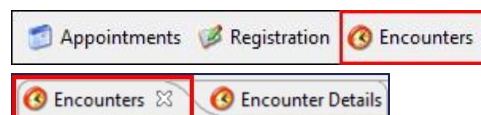
Encounter	Facility	Encounter Type	Begin Date	End Date	Resource
MM2008000003	MMC	MEN (I/P Mental Health)	03/20/2020 12:06 PM		Hospitalists
AM0054424927	Cadillac Primary Care	InBetween Visits	03/06/2020 12:42 PM		
AM0054424899	AuSable Urology	InBetween Visits	03/05/2020 04:10 PM		
	AUSABLE UC	InBetween Visits	03/05/2020 04:08 PM		
AM0054424857	Munson Family Practice Center	InBetween Visits	03/04/2020 11:28 AM	03/04/2020 11:59 PM	

4. Click on the **Encounter Details** tab and then the **Details** tab.

5. Click on the Change Conversation icon and select **Modify Encounter**.

6. Click on the **Modify** icon.

7. Select the correct Confidentiality Level.
   a. See the Confidentiality Level Definitions section below for details on the confidentiality levels.

8. Enter any remaining required details and click the **Save** icon.

Confidentiality Level Definitions

Restricted	Restricted means health information in PowerChart is restricted to healthcare providers within Munson Healthcare along with providers who have privileges at Munson Healthcare. ***Patients will not be routinely asked upon admission if they want to restrict their visit, but this option will be available upon request for certain circumstances.
Routine	The patient has agreed to be listed in the Facility Directory. Visitors or callers who ask for the patient by name may be given the patient's general condition, location, or be connected to the room's phone.
Secure	Only staff that provide care to patients with a Secure Confidentiality Level will be able to view health information in PowerChart. Patients admitted to Behavioral Health units or admitted with a substance use disorder have this level. Teen Health Corner locations also have Secure visits for Behavioral Health and select medical visits.
Sensitive	The patient does not want to be listed in the Facility Directory. You may not acknowledge that the patient is at the facility.