

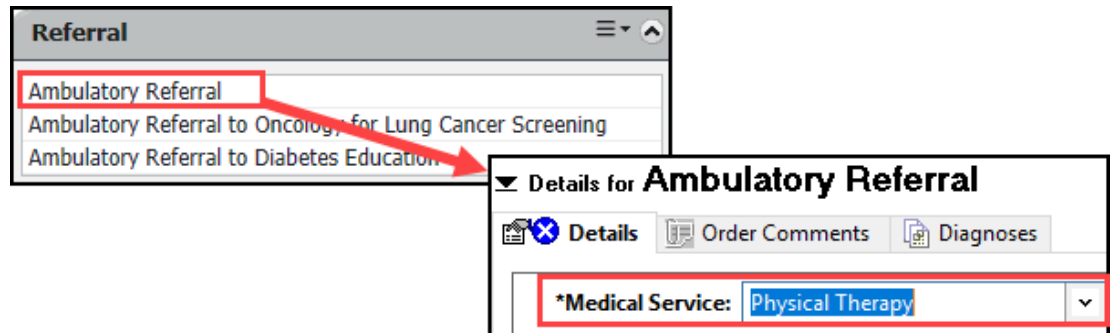
Outpatient Therapy and Home Care Referrals for Clinical and Clerical Staff

Cerner PowerChart Ambulatory EDUCATION

Summary: Outpatient Physical Therapy, Occupational Therapy, and Home Health referrals are ordered as an Ambulatory Referral, these are sent using Medical Record Request (MRR) and monitored and managed using Referral Management.

Outpatient Therapy and Home Health Referral Orders

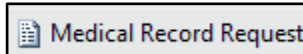
Outpatient Physical Therapy, Occupational Therapy, and Home Health referral orders are ordered as an Ambulatory Referral with the Medical Service entered in the order Details.



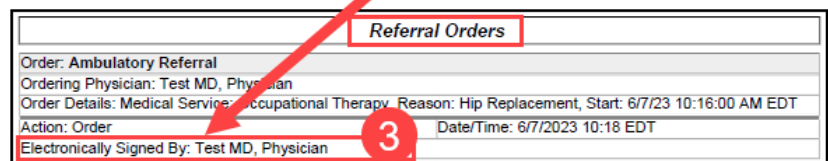
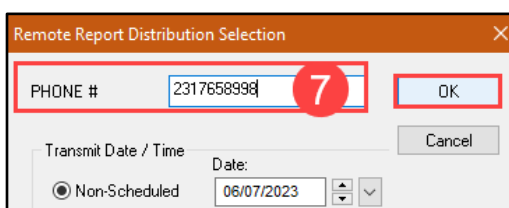
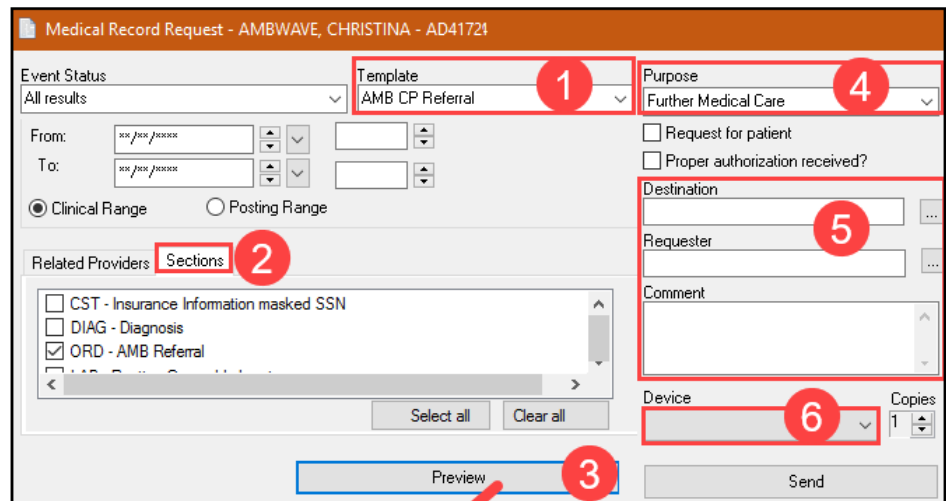
Sending Outpatient Therapy and Home Health Referral Orders

Outpatient Physical Therapy, Occupational Therapy, and Home Health referrals **must** be faxed using Medical Record Request (MRR) in order for the electronic signature to display on the order information. An electronic signature does not display on the documentation if sent from Referral Management.

Within a patient's chart in PowerChart, navigate to the MRR:



1. Select AMB CP Referral from the Template drop-down.
2. Deselect any unnecessary sections.
3. Select **Preview** to review orders to be sent are correct and display the electronic signature.
4. Select a Purpose.
5. Fill in the cover page information, as needed.
6. Select the correct Device: !FX(yourclinicname).
7. Add the Fax number: Free text the 10-digit recipient fax number.
8. Click OK and Send the referral.



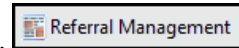
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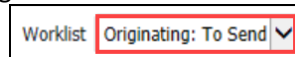
Referral Management

All ambulatory referral orders display in Referral Management and need to be manually managed there as well. For more detailed information on [Referral Management](#) please see the Clinical EHR Education website.

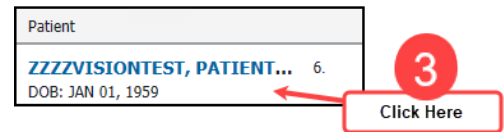
1. Navigate to Referral Management in PowerChart on the top toolbar.



2. Select the correct worklist.

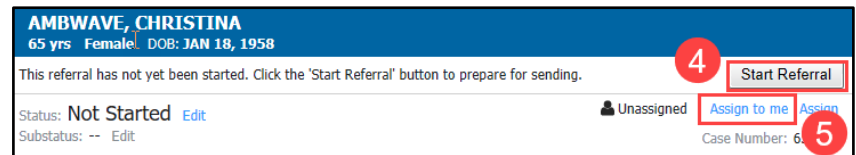


3. Click in the white space under the desired patient's name to open the referral.

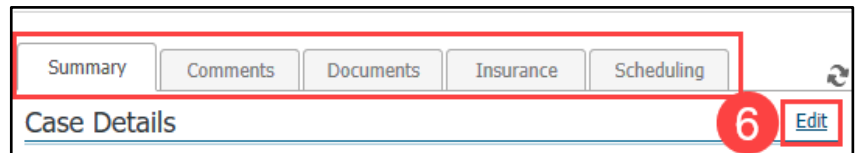


4. Click Start referral.

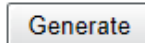
5. Assign the referral to me.



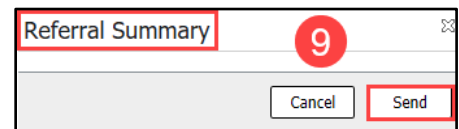
6. Edit the Case Details if needed: add Comments, attach the relevant referral Documents, and associate the correct Insurance information.



7. Click Generate.



8. The provider letter to send the referral will generate.



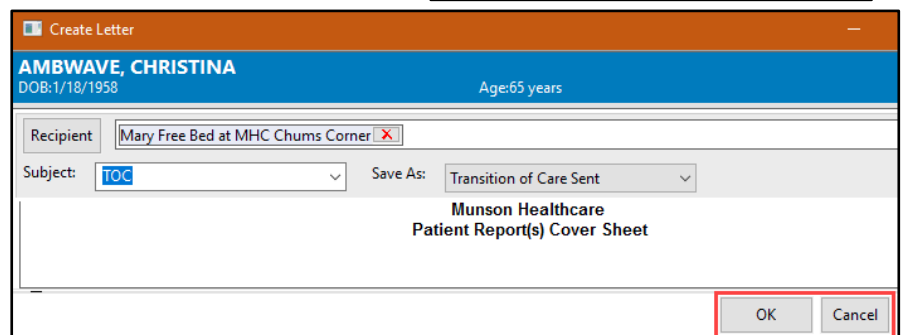
9. Review the Referral Summary Case Details and click **Send**.

10. Click OK to send the provider letter.

11. Click Cancel to disregard the letter.

Note: If the letter is canceled, the status will still show Sent.

12. Send the referral information using Medical Record Request to include the necessary electronically signed order, even if the provider letter is sent



13. The Status of the referral will be updated to Sent.



Update the status as needed following the referral management process.

