

Reconciliation/Clinical Intake

1	Navigate to Ambulatory Nursing Workflow:
2	Complete History and Reconciliation for: Histories, Allergies, Home Medications, and Immunizations. <ul style="list-style-type: none">a. Histories: Review and update Problems and Procedures. Review all unverified patient data (purple diamonds) and Add or Decline as appropriate. Click the Complete Reconciliation button on the Workflow page (this is only seen when on the Problems tab).b. Allergies: Review all unverified data to Add or Decline as appropriate. Add any new Allergies by selecting the +Add button. Then select Mark All as Reviewed. Click the Complete Reconciliation button on the Workflow page.c. Home Medications: Select Complete History, right click on each medication and select Add/Modify Compliance. Add all new medication history by clicking on the +Add button. Click Document History.d. Immunizations: Review all unverified data, Add or Decline as appropriate. Import/Query from MICR or add any new immunizations as needed.
3	Review Patient Pharmacy information by clicking on Patient Pharmacy on the PowerChart toolbar.
4	Complete the clinical intake form: From the Vital Signs Component on the Ambulatory Nursing Workflow page, click the drop down to open the desired Intake form.
5	Fill in all necessary information based on practice requirements.
6	Sign the PowerForm by clicking on the green check mark in the upper left corner.
Clinical EHR Education Website Reference: Clinical Reconciliation/Ambulatory Comprehensive Intake PowerForm	

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