



2 MINUTE PEARLS

Typing with Macros

(Updated)



- Do you find yourself typing the same thing repetitively?
- Do you wish you could type a few letters and enter an entire paragraph, a formatted procedure note, or questionnaire?
- Do you wish you could enter your usual Plan after a diagnosis by typing just a few keys?
- Would you like to create a shortcut to allow you to type an “overprint” that you can edit quickly?
- Do you want to complete your documentation while you are seeing the patient or immediately after so that you can get done on time?
- This Pearl will help you accomplish all the above.
- **Note the warning on Slide 14 about the size of Macros.**

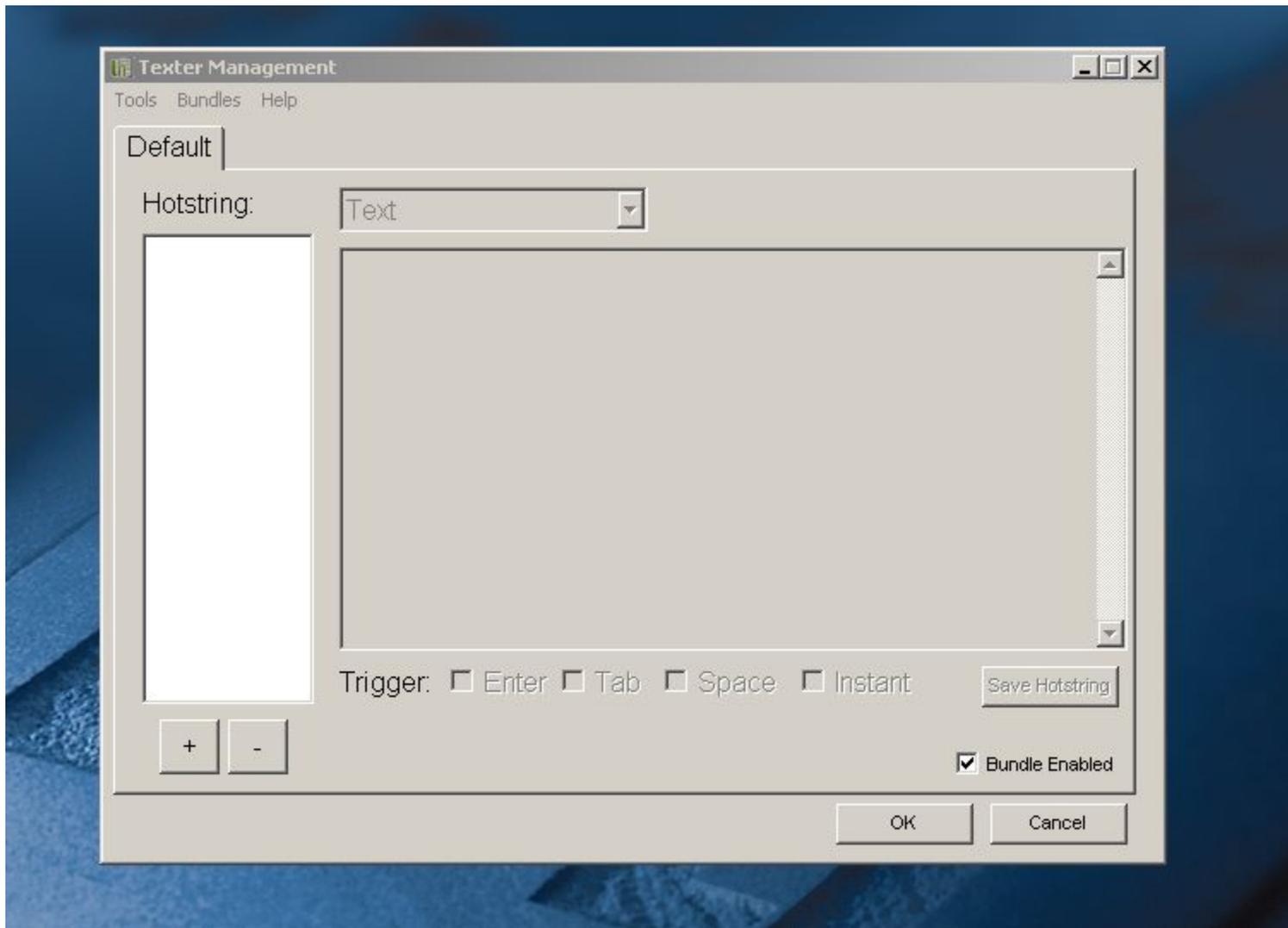
Texter

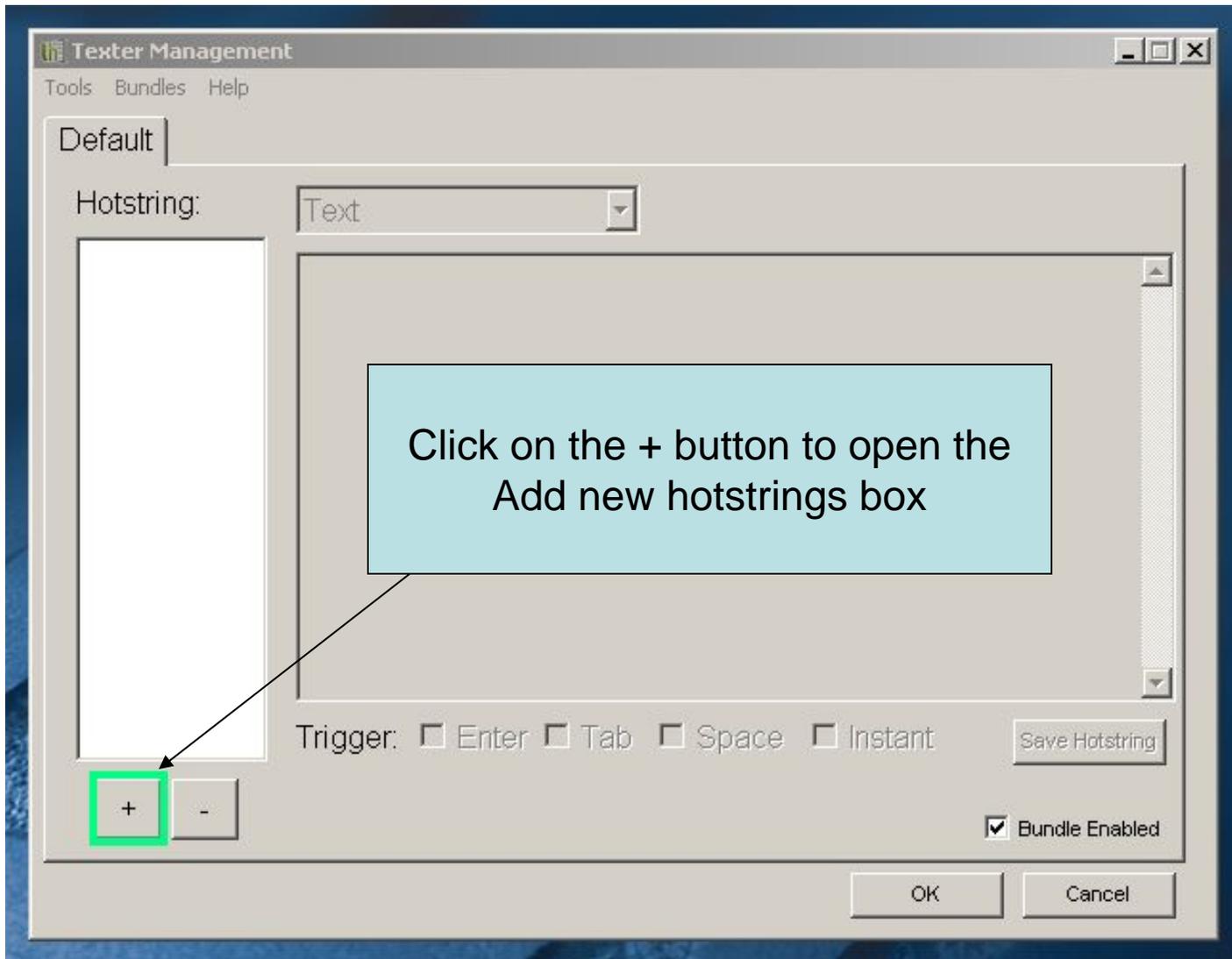
What is it: Free software, like PDF Creator, that can make your use of AHLTA (and other applications) easier.

What it does: This software let's you define text substitution **hotstrings** (MACROS) that, when triggered, will replace **hotstrings** with whatever text you define. The macros are computer specific.

Why use it: By entering commonly typed text into Texter you can save countless keystrokes in the course of the day.

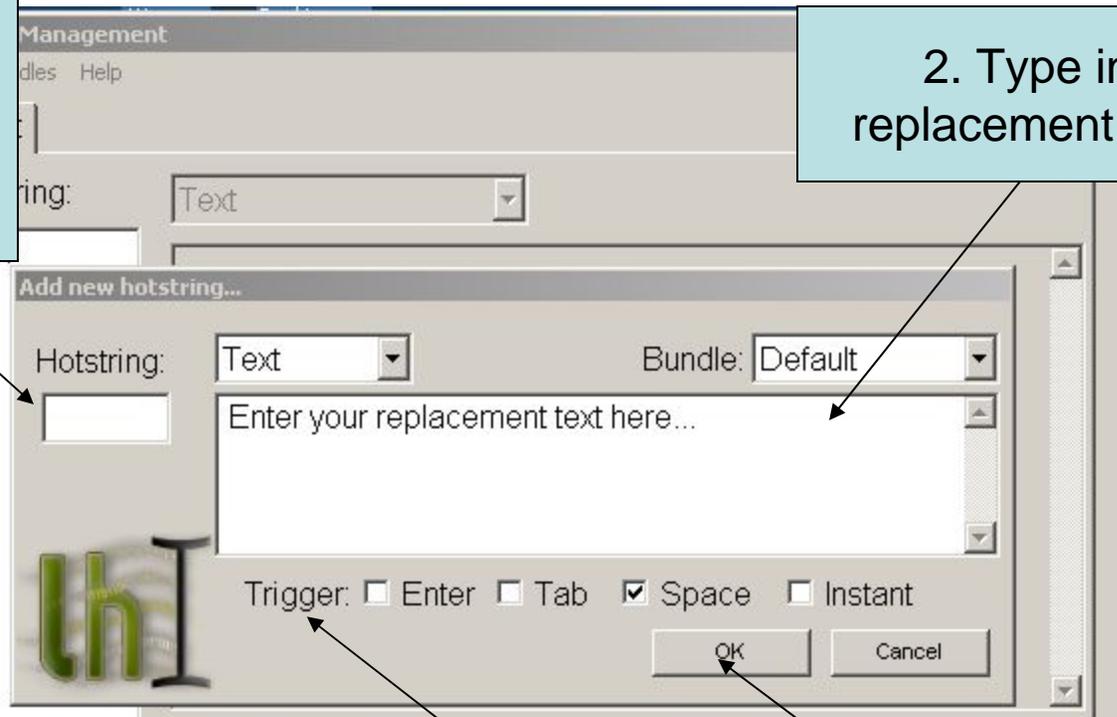
To Create a **Hotstring (Macro)** double click the Texter Icon to open the Texter Management Box seen below





1. Enter **Hotstring**.
This is the shortcut
or Macro you will
type in place of a
large amount of
text (the
replacement text)

2. Type in
replacement text



3. Chose Hotstring Trigger and click OK.
Usually this will be using “space”, which means that the
replacement occurs when you hit the spacebar. You might
want it to be when entered (enter) if you are changing
something all the time, such as HCTZ to hydrochlorothiazide.

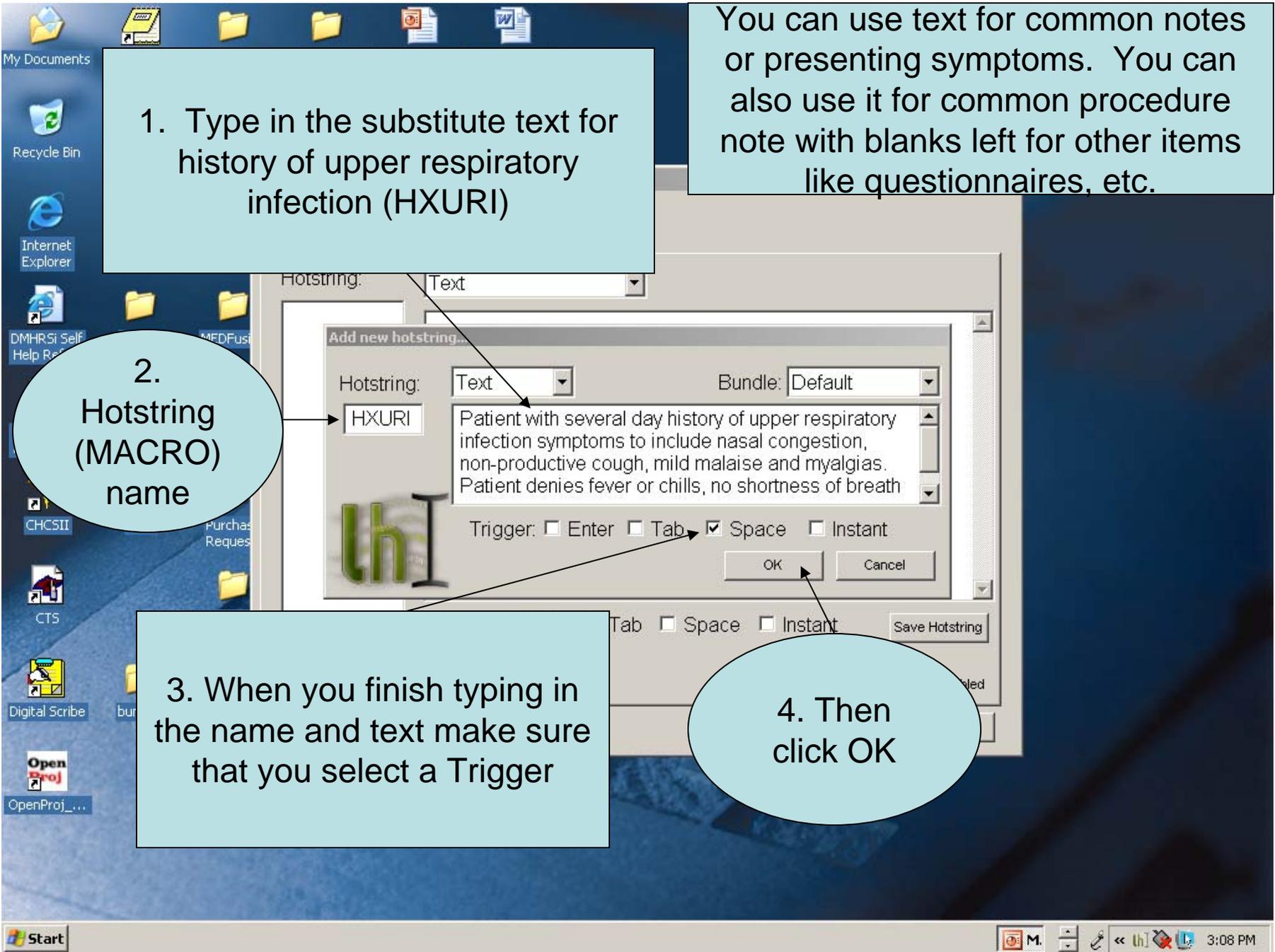
You can use text for common notes or presenting symptoms. You can also use it for common procedure note with blanks left for other items like questionnaires, etc.

1. Type in the substitute text for history of upper respiratory infection (HXURI)

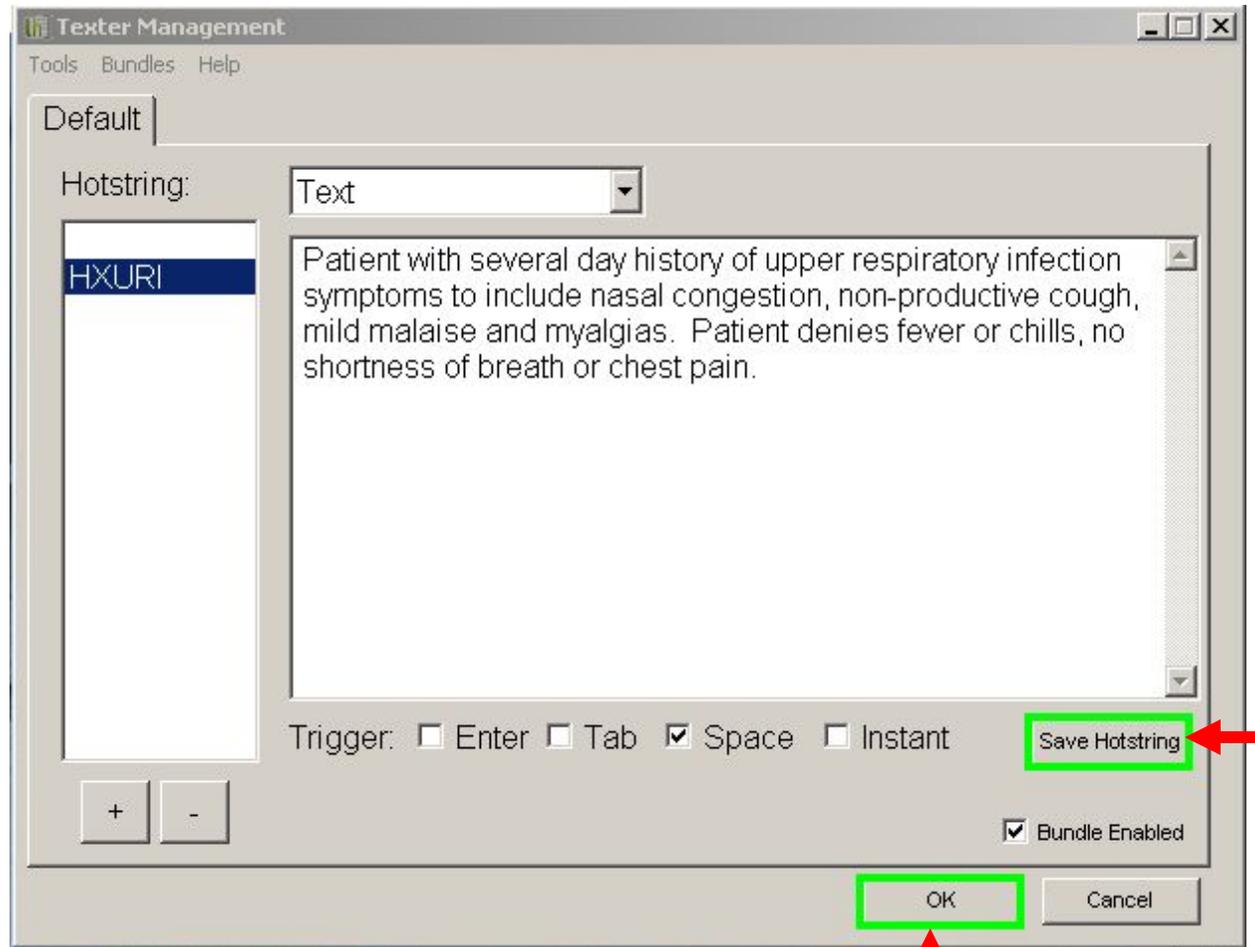
2. Hotstring (MACRO) name

3. When you finish typing in the name and text make sure that you select a Trigger

4. Then click OK



The new MACRO appears in the Texter Management box. To save it click the Save Hotstring button and then click OK



Sample Macros

History: URI

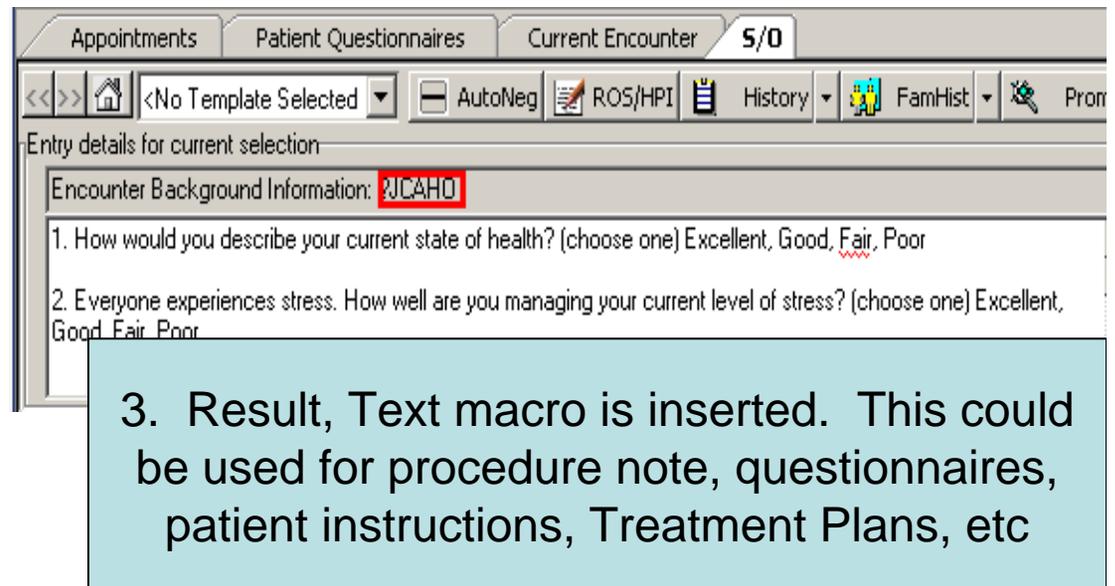
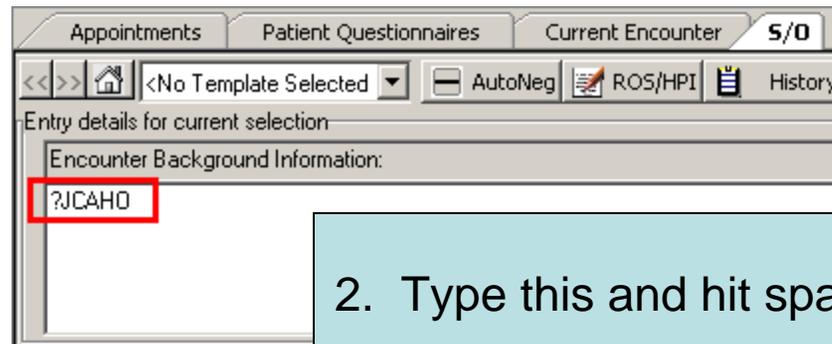
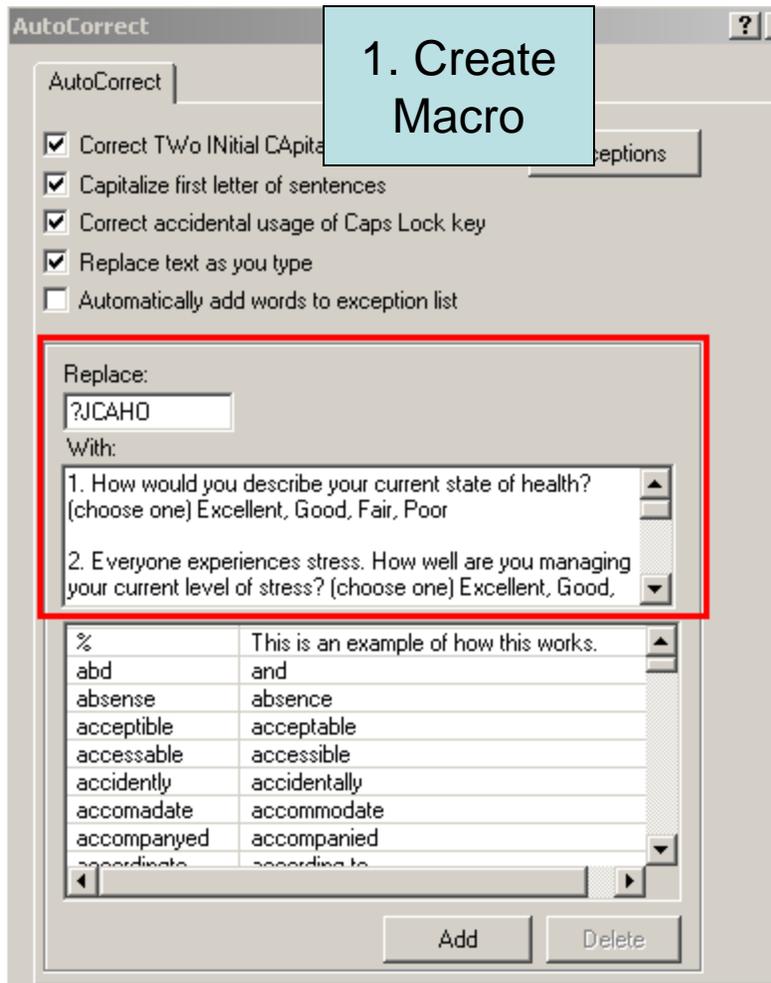
Patient with several day history of upper respiratory infection symptoms to include nasal congestion, non-productive cough, mild malaise and myalgias. Patient denies fever or chills, no shortness of breath or chest pain.

Patient healthy with no major medical problems. No recent travel or unusual exposure. No history of reactive airway disease.

Review of Systems: URI

Generalized malaise, mild myalgias, nasal congestion, sneezing and non productive cough. No headache, no neck stiffness, no shortness of breath, no chest pain, no palpitations, no wheezing. No abdominal pain, mild decreased appetite but taking po fluids well, no nausea or vomiting, no diarrhea or constipation. Urinating normally, no dysuria, no frequency. No joint pain, no rashes.

Sample Macro: Questionnaire Using AHLTA 3.3.3 Macro Function



Macros in AHLTA

The image displays two screenshots of the AHLTA (Ambulatory Health Linkage and Tracking) interface, illustrating the use of macros in clinical documentation.

Top Screenshot: Shows the "Entry details for current selection" window. The "Encounter Background Information:" field contains the text "HXURI", which is highlighted in green. A callout box points to this text, stating: "Type in the name of the MACRO and then the trigger key. In this example we set up the MACRO with the space bar as the trigger."

Bottom Screenshot: Shows the same "Entry details for current selection" window. The "Encounter Background Information:" field now contains the pre-set text: "Patient with several day history of upper respiratory infection symptoms to include nasal congestion, non-productive cough, mild malaise and myalgias. Patient denies fever or chills, no shortness of breath or chest pain." A callout box points to this text, stating: "Pre-Set text replaces the MACRO HXURI".

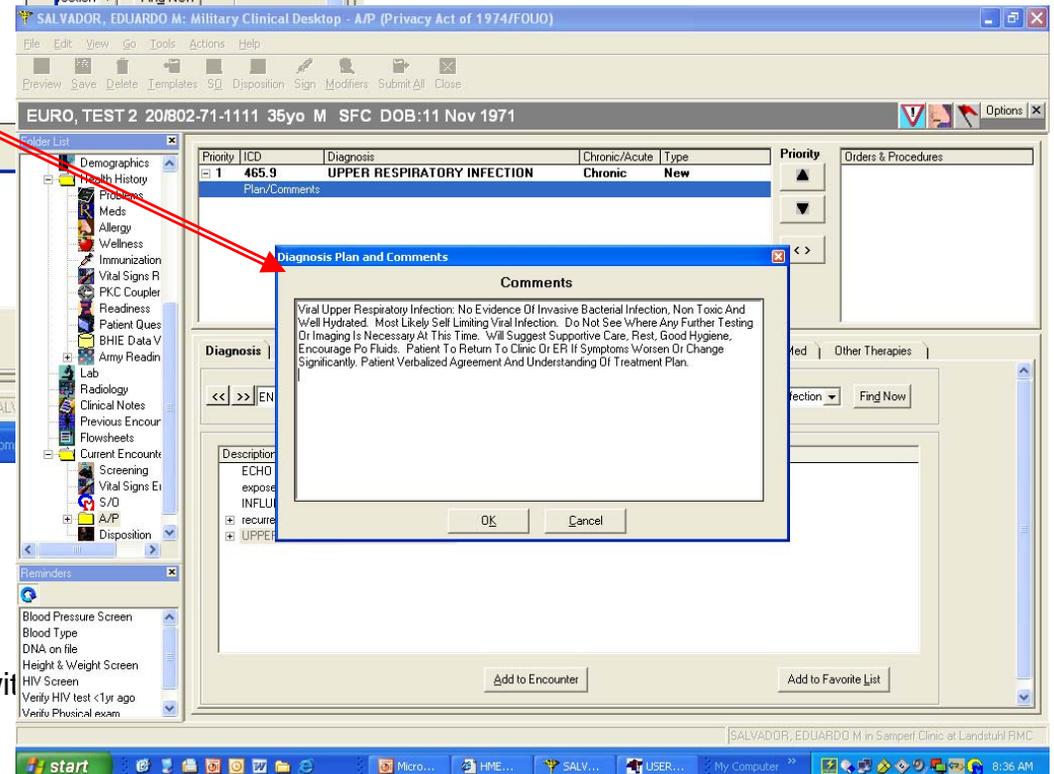
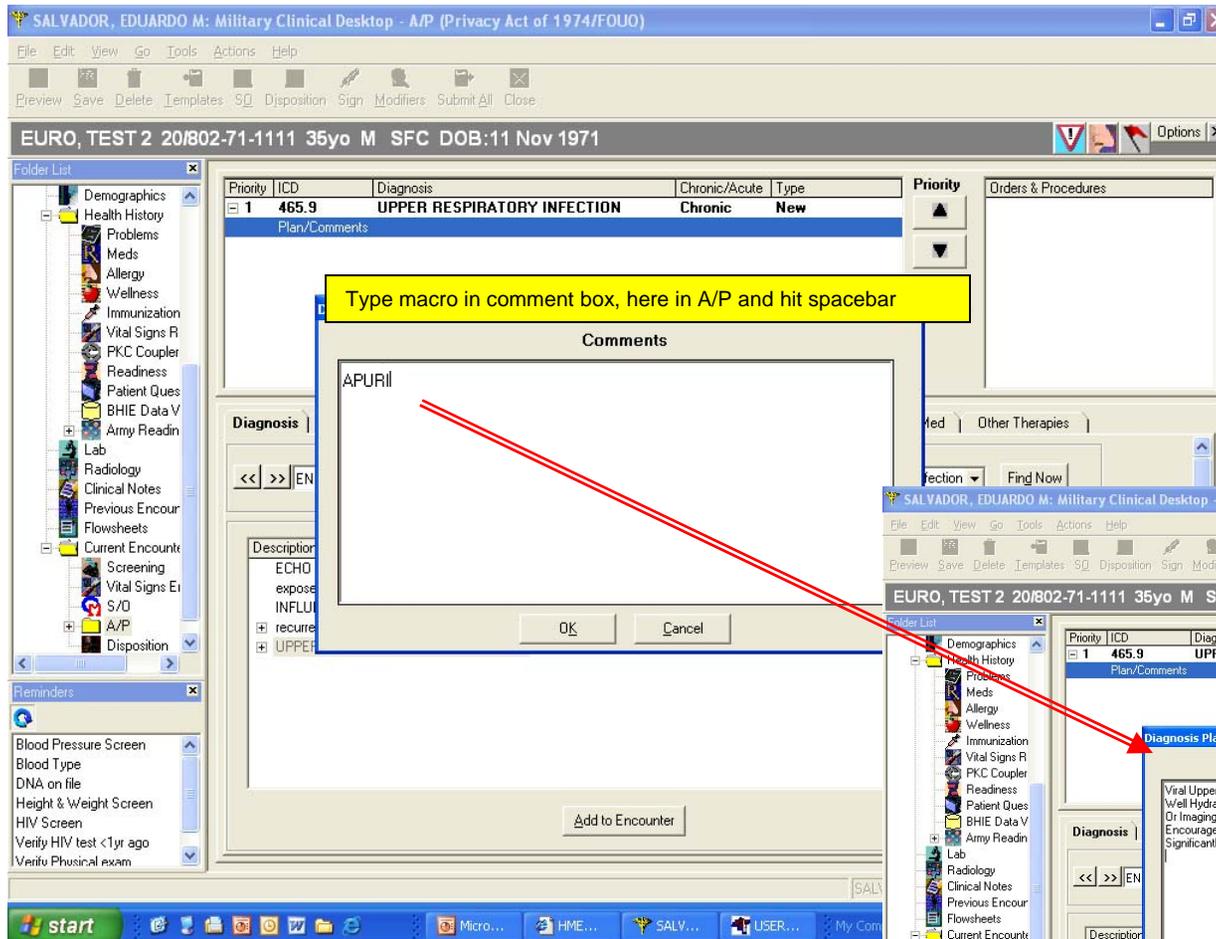
The interface includes a toolbar with buttons for "AutoNeg", "ROS/HPI", "History", "FamHist", "Prompt", and "IPrompt". A sidebar on the left lists various symptom categories under "Medicin (Symptoms)", including "encounter background information", "systemic symptoms", "head-related symptoms", "neck symptoms", "eye symptoms", "otolaryngeal symptoms", "breast symptoms", "cardiovascular symptoms", "pulmonary symptoms", "gastrointestinal symptom", "genitourinary symptoms", "endocrine symptoms", "hematologic symptoms", "musculoskeletal sympto", and "neurological symptoms".

Macros in AIM Form

The image displays two screenshots of the AIM form interface, illustrating the execution of a macro. The top screenshot shows the form with a yellow callout box containing the instruction: "Type Macro and hit spacebar to cause the text to fill the area". The form is for patient "EURO, TEST 2 20/802-71-1111 35yo M SFC DOB:11 Nov 1971". The "History of Present Illness" field is highlighted, and the text "HX URI" is visible. The bottom screenshot shows the same form after the macro has been executed, with the "History of Present Illness" field populated with the text: "Patient With Several Day History Of Upper Respiratory Infection Symptoms To Include Nasal Congestion, Non-productive Cough, Mild Malaise And Myalgias. Patient Denies Fever Or Chills, No Shortness Of Breath Or Chest Pain. Patient Healthy With No Major Medical Problems. No Recent Travel Or Unusual Exposure. No History Of Reactive Airway Disease." The "Chief Complaint" field is also populated with "URI".

2 Minute Pearls

Macros in AHLTA



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Typing with

Spell Checker and Macros in AHLTA Build 3.3.3

Note: This demo is done in 3.3.2. A larger medical vocabulary is being worked centrally for 3.3.3, so words like myalgia will not be labeled as misspelled.

Note: AHLTA Spell Check does not recognize some medical terms. Make sure the word is spelled correctly then right click on the term to add it to the custom dictionary.

Notice

Limit the size of the Text in Macros if using with Order Consults

- Macro can be used in AHLTA from a built in function in AHLTA 3.3, and the programs Texter, As-U-Type and Dragon NaturallySpeaking.
- If the macro is more than 2000 characters (about a half a page) it can cause AHLTA to lock up

The screenshot shows the AHLTA Order Consults interface. The 'Order Consults' tab is selected. The 'Consulting Network' is set to 'Military / Tricare (SF 513)'. The 'Refer To' dropdown is set to '<none>'. The 'Specialty' and 'Clinic' dropdowns are empty. The 'Reason For Request' dropdown is open, showing a warning message: 'AHLTA 3.3.3.1. Texter and As-U-Type macro functions all work here in this text box. The limit is around 2000 characters. Using larger macros may result in an application error when you click the "submit" button.' The 'Provisional Diagnosis' dropdown is set to 'ASTHMA'. The 'Referring Provider' is 'QQQTESTER,PATCHES B'. The 'Consulting Provider' is empty. The 'Consulting Provider's Duty Phone' is empty. The 'Priority' is 'Routine'. The 'Output Method' is 'Send Electronically Only'. The 'Save To Queue' button is visible. The 'Print Preview?' checkbox is unchecked. The 'Clear', 'Save As Draft', and 'Submit' buttons are at the bottom.

With **AIM FORMS** and **TEMPLATES**, AHLTA spell check underlines in red incorrectly spelled words. Right click the word for the correct spelling.

Appointments Current Encounter S/O

<<>> <No Template Selected> AutoNeg ROS/HPI History FamHist Prompt

Entry details for current selection:

Encounter Background Information: Patient with a several day history of upper respiratory infection symptoms to include .

Patient with a several day history of upper respiratory infection symptoms to include nasal congestion, non-productive cough, mild malaise and myalgias. Patient denies fever or chills, no shortness of breath or chest pain. Patient healthy with no major medical problems. No recent travel or unusual exposure. No history of reactive airway disease.

Before.

After

Appointments Current Encounter S/O

<<>> <No Template Selected> AutoNeg ROS/HPI History FamHist Prompt

Entry details for current selection:

Encounter Background Information:

Patient with a several day history of upper respiratory infection symptoms to include nasal congestion, non-productive cough, mild malaise and myalgias. Patient denies fever or chills, no shortness of breath or chest pain. Patient healthy with no major medical problems. No recent travel or unusual exposure. No history of reactive airway disease.

AIM Forms

Appointments Current Encounter S/O

<<>> AIM - ALL - SF600 - AM AutoNeg Undo Details

Screening HPI/RDS PE Patient Edu / Resource links Help Outline View

Reason for Visit

ALL - SF600 - AMEDD 080221

NOTE: There is a 2000 character limit for text er

Visit For:

Patient reports several day history of myalgias. Spell check notee.

Consult visit NOTE: Change 'Service Type' to 'Consult' in Disposition Module

Referred by the following provider : to assess: notee

Medicin (Symptom)

Appointments Current Encounter S/O

<<>> AIM - ALL - SF600 - AM AutoNeg

Screening HPI/RDS PE Patient Edu / Resource links Help Outline View

NOTE: Select a minimum of 1 bullet under to receive maximum

Constitution (1)

General Appearance

Eye (3)

Inspect conjunctivae and lids

ALL - SF600 - AMEDD~3B

Myalgias notee

ENT (6)

External inspect

Outer Ear

External Nas Defarmdu

Close The Note Dialog

Appointments Current Encounter S/O

<<>> AIM - ALL - SF600 - AM AutoNeg Undo

Screening HPI/RDS PE Patient Edu / Resource links Help Outline View

NOTE: Select a minimum of 1 bullet under each to receive maximum cod

Constitution (1)

General Appearance

Eye (3)

Inspect conjunctivae and lids

Conjunctiva notee

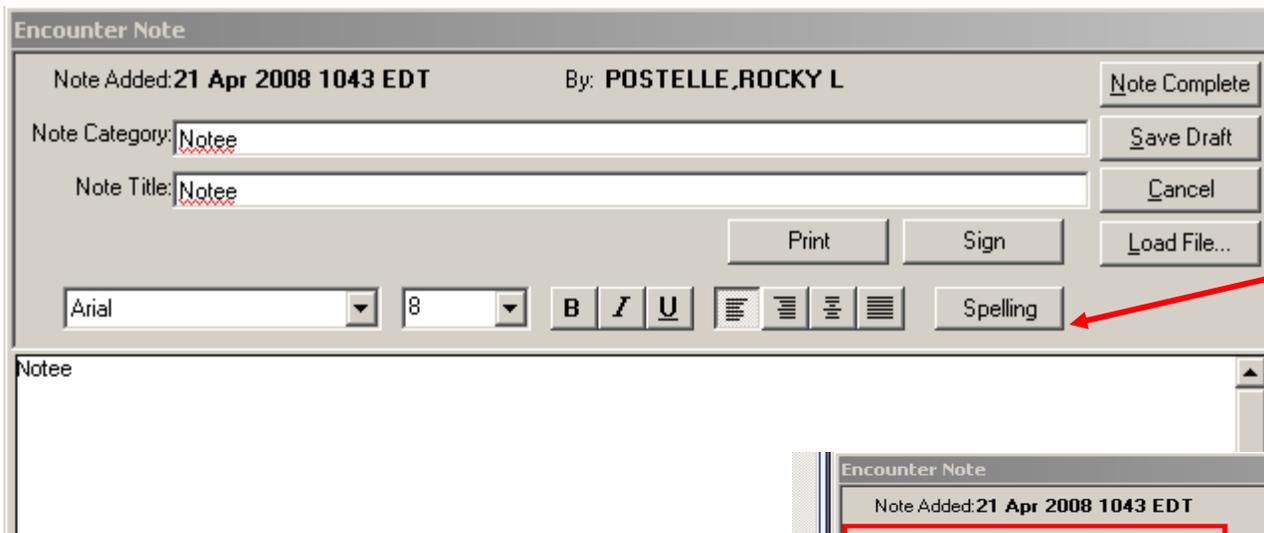
Sclera notee

Eyelids notee

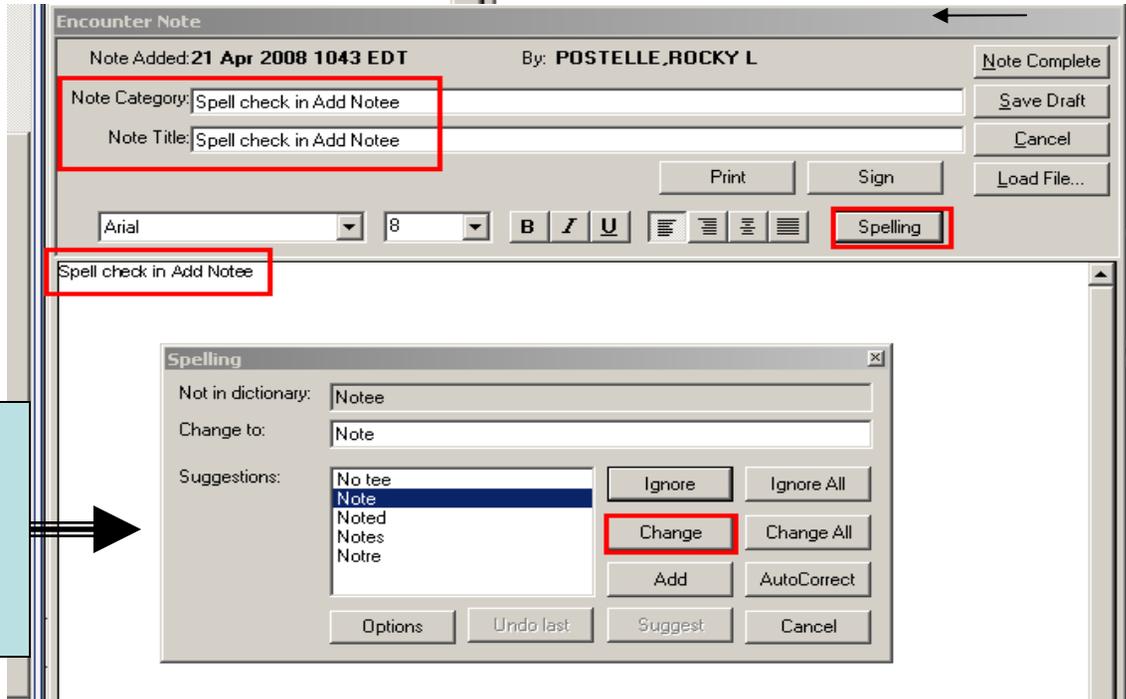
Other areas work the same, except for AddNote and Clinical Notes

The screenshot displays a complex medical software interface with several overlapping windows. The 'Vital Signs Entry' window is the primary focus, showing fields for date, vital signs, and a comment box containing the text: "Spell check note. Patient with several day history of myalgias." The 'Disposition' window is also open, showing a chief complaint of "473.9 - SINUSITIS" and a disposition of "Released w/o Limitations". The 'Comments' field in the 'Disposition' window contains the text: "needs to f/u for his HTN labs and recheck on the bp in 3 wks. Spell check note." The 'A/P' window is also visible, showing a date of "21 Apr 2008 11:36". Red circles highlight the 'A/P' and 'Disposition' tabs, and red rectangles highlight the text in the 'Comments' fields of the 'Vital Signs Entry' and 'Disposition' windows.

With **Add Note**, the automatic spell check works only in the Note Category and Note Title boxes. Click the Spelling Button to check spelling.



To spell check in the Add Note text box click on the Spelling button.

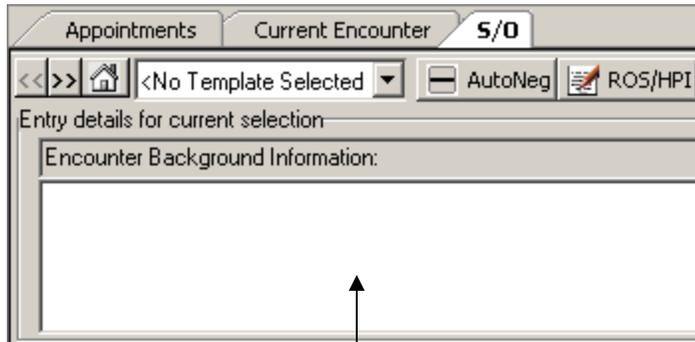


Use the spelling dialog box to make corrections

In Clinical Notes the spell check works ONLY in the Note Title. Incorrectly spelled words in the Clinical Notes text box will NOT be identified for correction.

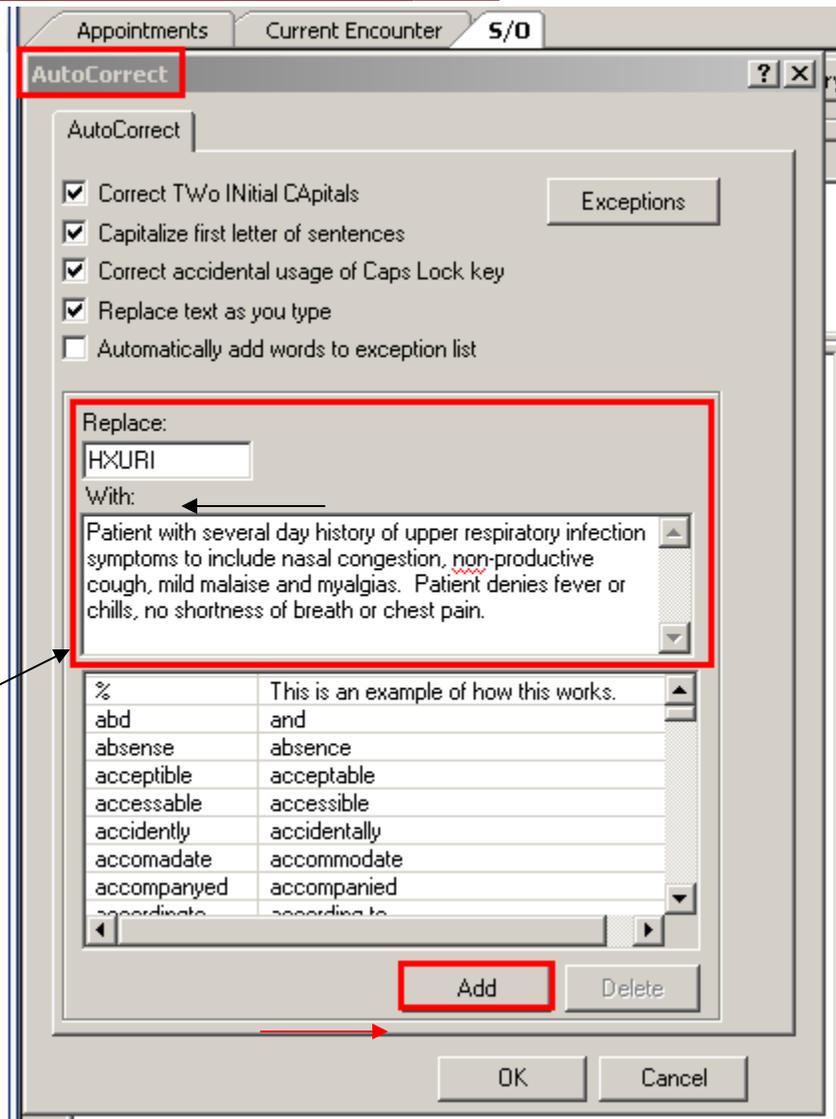
The screenshot shows a software interface for creating clinical notes. At the top, there are three tabs: 'Appointments', 'Current Encounter', and 'Clinical Notes'. The 'Clinical Notes' tab is selected and highlighted with a red box. Below the tabs is a header area with a document icon and the text 'New/Edit Clinical Note'. Underneath, there are input fields for 'Date...' (04/21/2008) and 'Clinician...' (posteller). Below these is a 'Note Types:' dropdown menu set to 'Patient Notes' and a 'Note Title:' field containing the word 'Notee', which is underlined in red. A red box highlights the 'Note Title' field. At the bottom, a large text area contains the text 'Spell check: notee. Patient with several day history of myalgias.', with a red box highlighting the entire text area.

Creating Macros in AHLTA

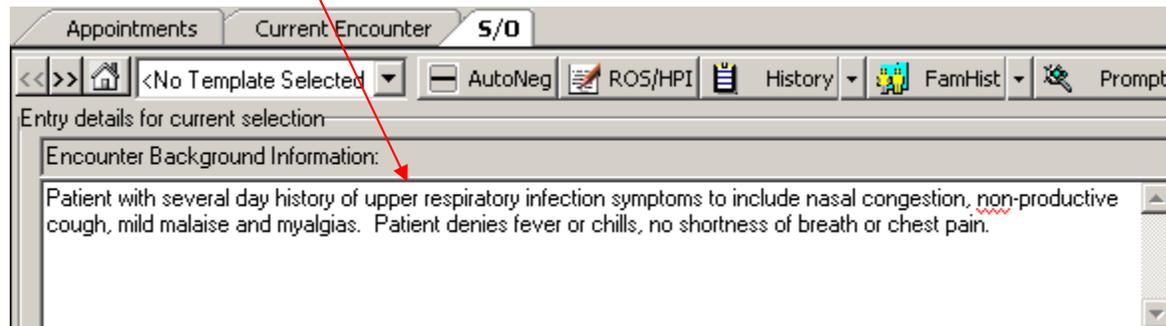
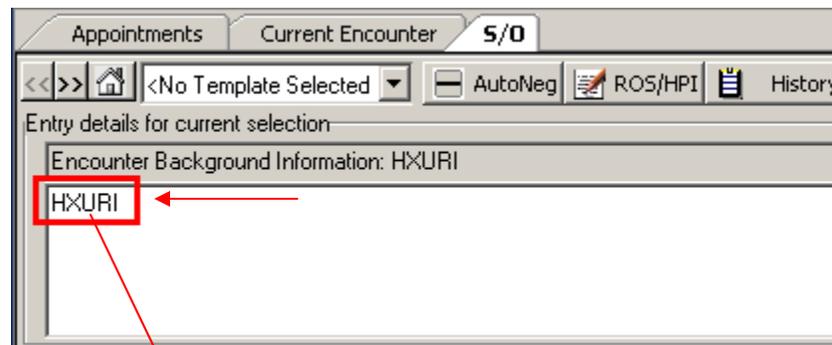


Right click in the text box and select AutoCorrect ~
Or you can right click on a misspelled word.

Type in the name of your Macro and the replacement text. Then click Add and OK.
This saves the Macro on that computer.



Type in the name of your Macro and the space bar to trigger the replacement text.



Other Typing Macro Programs

- AHLTA has a spellchecker and typing Macro function in 3.3.3. The macros are specific to AHLTA and will not work in other programs.
- As-U-Type is a spellchecker and Typing Macro software program that some sites have purchased. It can work in any program. It is not free.
- Caution: The same macro could be on the computer for all three programs.
- Recommendation: Establish a clinic plan for macro use.
 - Clinic Macros: Start with %
 - MTF Macros: Start with !
 - Enterprise Macros: Start with ?
 - Personal Macros: Start with letters.

Conclusion

- Macro typing replacement programs can save you time.
- They require a little work and are best used for those items that you use repetitively.
- Where possible the clinic should agree on the MACRO as they are specific to the computer
- They can be used for questionnaire times like JCAHO until other central solutions are available.
- As-U-Type is MEDCOM Information Assurance Approved
- Texter is MEDCOM Information Assurance approved

Other Possible Macro Users

- **Retyping Addresses** – HospAddss – to get the hospitals address.
- **Character Maps** If you use labels or characters often, change out an easy Hotstring for those characters.
- **Canned or recurrent Email Responses** If you have to provide the same answer recurrently, turn it into a Hotstring
- **Email Signatures** You can substitute a short string for various salutations
- **The sky is the limit – How can you use the tool to help yourself?**
 - Don't try to Hotstring everything, but you can Hotstring parts of words to give you entire words (just remember to set enter at "instant")
 - DO Hotstring all the JCAHO "never use" abbreviations and set it for "instant" entry.
 - Think outside of AHLTA, check options in other programs and Essentris.
 - Share your success.



For More Information...



- AMEDD AHLTA Homepage
 - <https://www.us.army.mil/suite/page/406> (AKO password required)
- AHLTA Video Tutorials
 - <https://www.us.army.mil/suite/page/406> (AKO password required)
- 3.3 Web based training
 - www.navyahlta.com

I would appreciate any feedback or

suggestions you have for future **AHLTA 2**