Clinical Notes

A summary of how to create and find Clinical Notes in AHLTA.

MARSHALL,ROBERT CARTER: AHLTA (Privacy Act of 1974/FOUO)

File Edit View Go Tools Actions Help

Appointments Search CHCS-I New Edit Print Select All Options Close

QQQRCCHCSII, RETMALEMCCH M 20/805-06-0395 57yo M Ret:LCDR DOB:18 Apr 1955

Appointments | Clinical Notes

Folder List | Reminders

Search Criteria

Filter... Summary View

Time... Last 30

Date	Title	Type	Status	Image	Clinician	Entered By	Edited By	POC Facility

This is the screen view when you open Clinical Notes. Please note the column headings. You can sort on any of them.

New Edit Expand

MARSHALL,ROBERT CARTER in Madigan Family Medicine Heron Team at Madigan AMC-Fort Lewis

1:53 PM

MARSHALL,ROBERT CARTER: AHLTA (Privacy Act of 1974/FOUO)

File Edit View Go Tools Actions Help

Appointments Search CHCS-I New Edit Print Select All Options Close

QQQRCCHCSII, RETMALEMCCH M, 20/805-06-0395, 57yo, M, Ret:LCDR DOB:18 Apr 1955

Properties

Filter | Preferences

Filter Name: Summary View

Note Type

All note types

Specific note type(s)

Add...

Remove

ECG Reports

Associated Clinician

All clinicians

Specific clinician

Clinician...

Save Save As... Delete

OK Cancel

When you click on “Options”, this is the initial dialog box that appears. This gives you a lot of flexibility in how the lists of Clinical Notes are displayed…so you can find what you want/need quickly. This is Tab 1 of two.

New Edit

Expand

MARSHALL,ROBERT CARTER in Madigan Family Medicine Heron Team at Madigan AMC-Fort Lewis

1:56 PM

MARSHALL,ROBERT CARTER: AHLTA (Privacy Act of 1974/FOUO)

File Edit View Go Tools Actions Help

Appointments Search CHCS-I New Edit Print Select All Options Close

QQQRCCHCSII, RETMALEMCCH M, 20/805-06-0395, 57yo, M, Ret:LCDR DOB:18 Apr 1955

Properties

Filter | Preferences

Time Options

Default Time... Last 30

Start Up Mode

Regular Chart Only

Time Search

Time Search Options

All Time Periods

Last 'N'

30

Sliding Time Range

From now back:

Specific Time Period

Begin Date...

End Date...

OK Cancel

OK Cancel

When you click on Tab 2, Preferences, the options are “Default Time” and “Start Up Mode”. When you click on the “Default Time” button, this dialog box appears. You can be very granular about what to display given these myriad preference choices. Makes it much easier to find older notes, regardless of the source.

New Edit Expand

MARSHALL,ROBERT CARTER in Madigan Family Medicine Heron Team at Madigan AMC-Fort Lewis

1:56 PM

MARSHALL,ROBERT CARTER: AHLTA (Privacy Act of 1974/FOUO)

File Edit View Go Tools Actions Help

Appointments Search CHCS-I New Edit Save Cancel Insert Load Sign Select All Options Close

QQQRCCHCSII, RETMALEMCCH M 20/805-06-0395 57yo M Ret:LCDR DOB:18 Apr 1955

Appointments | Clinical Notes

Folder List | Reminders

New/Edit Clinical Note

Date... 11/07/2012 13:57 Clinician... MARSHALL,ROBERT CARTER POC: Madigan AMC-Fort Lewis

Note Types: Note Title:

- Administrative Note
- Advance Directive
- Authorization for Disclosure of Medical or Dental Inform
- Consent Form
- Consultation Note
- Discharge Summary
- Electrocardiogram (EKG)
- Emergency Department Encounter Note

When creating a new Clinical Note, this is the initial dialog box with the “Notes Types” expanded to show the top few choices.

Save Cancel Insert Image Load Existing File

MARSHALL,ROBERT CARTER in Madigan Family Medicine Heron Team at Madigan AMC-Fort Lewis

1:57 PM

MARSHALL,ROBERT CARTER: AHLTA (Privacy Act of 1974/FOUO)

File Edit View Go Tools Actions Help

Appointments Search CHCS-I New Edit Save Cancel Insert Load Sign Select All Options Close

QQQRCCHCSII, RETMALEMCCH M 20/805-06-0395 57yo M Ret:LCDR DOB:18 Apr 1955

Appointments | Clinical Notes

New/Edit Clinical Note

Date... 11/07/2012 13:57 Clinician... MARSHALL,ROBERT CARTER POC: Madigan AMC-Fort Lewis

Note Types: Note Title:

- Study Report- Colonoscopy
- Study Report- Colposcopy
- Study Report- Electroencephalogram (EEG)
- Study Report- Electromyogram (EMG)
- Study Report- Electrophysiology (EP) Study
- Study Report- Endoscopy
- Study Report- Exercise Stress Test
- Study Report- Flexible Sigmoidoscopy

Here, we have scrolled down the “Note Types” list to show more choices. Would encourage you to take a look to see how many there are, and the variety they represent.

If you see one that is not included, but should be, please let your AHLTA POC know (clinical or technical).

Save Cancel Insert Image Load Existing File

MARSHALL,ROBERT CARTER in Madigan Family Medicine Heron Team at Madigan AMC-Fort Lewis

1:58 PM

MARSHALL,ROBERT CARTER: AHLTA (Privacy Act of 1974/FOUO)

File Edit View Go Tools Actions Help

Appointments Search CHCS-I New Edit Save Cancel Insert Load Sign Select All Options Close

QQQRCCHCSII, RETMALEMCCH M 20/805-06-0395 57yo M Ret:LCDR DOB:18 Apr 1955

Appointments | Clinical Notes

New/Edit Clinical Note

Date... 11/07/2012 13:57 Clinician... MARSHALL,ROBERT CARTER POC: Madigan AMC-Fort Lewis

Note Types: Emergency Department Encounter Note Note Title: ILI Encounter - Admitted for Dehydration

Save Cancel Insert Image Load Existing File

MARSHALL,ROBERT CARTER in Madigan Family Medicine Heron Team at Madigan AMC-Fort Lewis

2:00 PM

After selecting your “Note Type”, you will want to title the note so others can find it easily. The easiest way to do this is with a standardized naming convention style guide.

Here is just one example of how one might define that style guide. The next page shows another potential solution.

MARSHALL,ROBERT CARTER: AHLTA (Privacy Act of 1974/FOUO)

File Edit View Go Tools Actions Help

Appointments Search CHCS-I New Edit Save Cancel Insert Load Sign Select All Options Close

QQQRCCHCSII, RETMALEMCCH M 20/805-06-0395 57yo M Ret:LCDR DOB:18 Apr 1955

Appointments | Clinical Notes

New/Edit Clinical Note

Date... 11/07/2012 14:00 Clinician... MARSHALL,ROBERT CARTER POC: Madigan AMC-Fort Lewis

Note Types: Consent Form Note Title: Lap Band Surgery Consent Form

This is also a test of the Clinical Notes feature

Save Cancel Insert Image Load Existing File

Here is one for eConsents that you scan into AHLTA. Given the variety of note types and the style guide, Clinical Notes is a much more usable and powerful toll than it used to be.

MARSHALL,ROBERT CARTER in Madigan Family Medicine Heron Team at Madigan AMC-Fort Lewis

2:01 PM

MARSHALL,ROBERT CARTER: AHLTA (Privacy Act of 1974/FOUO)

File Edit View Go Tools Actions Help

Appointments Search CHCS-I New Edit Print Select All Options Close

QQQRCCHCSII, RETMALEMCCH M 20/805-06-0395 57yo M Ret:LCDR DOB:18 Apr 1955

Appointments | Clinical Notes

Search Criteria

Filter... Summary View

Time... Last 30

Date	Title	Type	Status	Image	Clinician	Entered By	Edited By	POC Facility
07 Nov 2012 1357	ILI Encounter - Admitted for Dehydration	Emergency Department Encounter Note	Resolved		MARSHALL, ROBERT CARTER	MARSHALL, ROBERT CARTER		Madigan AMC-Fort Lewis
07 Nov 2012 1400	Lap Band Surgery Consent Form	Consent Form	Resolved		MARSHALL, ROBERT CARTER	MARSHALL, ROBERT CARTER		Madigan AMC-Fort Lewis
07 Nov 2012 1402	Cardiology - Network Consult	Consultation Note	Resolved		MARSHALL, ROBERT CARTER	MARSHALL, ROBERT CARTER		Madigan AMC-Fort Lewis

Here is a set of test Clinical Notes to show one possible display and note properties. Just click on any column heading to reorder the display in ascending or descending order.

One can easily see how a standard naming convention/style guide would make this even easier…which would obviously improve the intrinsic value of Clinical Notes in support of patient care and care coordination.

New Edit Expand

MARSHALL,ROBERT CARTER in Madigan Family Medicine Heron Team at Madigan AMC-Fort Lewis

2:03 PM

MARSHALL,ROBERT CARTER: AHLTA (Privacy Act of 1974/FOUO)

File Edit View Go Tools Actions Help

Appointments Search CHCS-I New Edit Print Select All Options Close

QQQRCCHCSII, RETMALEMCCH M 20/805-06-0395 57yo M Ret:LCDR DOB:18 Apr 1955

Appointments | Clinical Notes

Search Criteria

Filter... Summary View

Time... Last 30

Date	Title	Type	Status	Image	Clinician	Entered By	Edited By	POC Facility
07 Nov 2012 1400	Lap Band Surgery Consent Form	Consent Form	Resolved		MARSHALL, ROBERT CARTER	MARSHALL, ROBERT CARTER		Madigan AMC-Fort Lewis
07 Nov 2012 1402	Cardiology - Network Consult	Consultation Note	Resolved		MARSHALL, ROBERT CARTER	MARSHALL, ROBERT CARTER		Madigan AMC-Fort Lewis
07 Nov 2012 1357	ILI Encounter - Admitted for Dehydration	Emergency Department Encounter Note	Resolved		MARSHALL, ROBERT CARTER	MARSHALL, ROBERT CARTER		Madigan AMC-Fort Lewis

This is just to show the ease and power of column sorting by simply clicking on the headers.

This, in combination with a “naming style guide”, will make it very easy to retrieve older Clinical Notes, those related to a specific problem and those from a specific location (Network Consult, ED visit, Discharge Summary, etc)..

New Edit Expand

MARSHALL,ROBERT CARTER in Madigan Family Medicine Heron Team at Madigan AMC-Fort Lewis

2:04 PM