



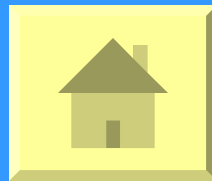
What's New in AHLTA 3.3

Overview Part 2

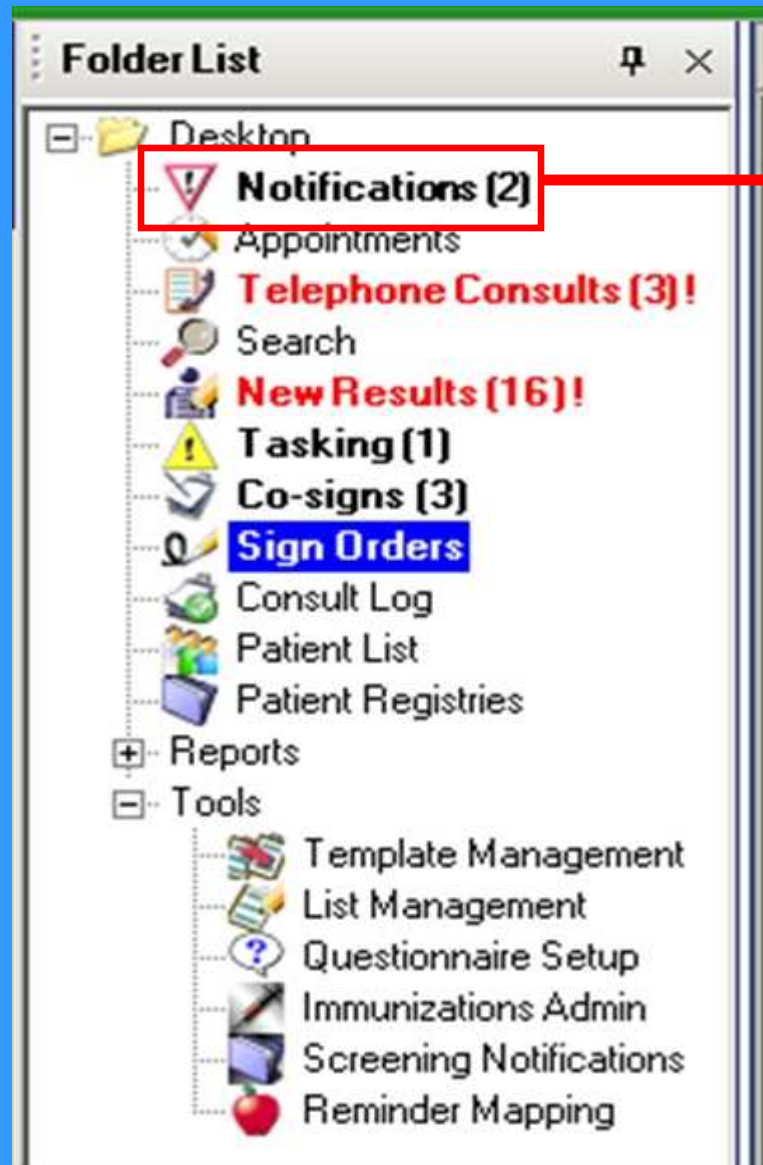
Outline

- **Notifications Module**
 - **Notifications**
 - **Telephone Consults**
 - **New Results**
 - **Tasking, Co-signs, Sign Orders**
- **Module Redesign: New Results**
- **Future Appointments**
- **Co-signing Multiple Encounters/Signing Multiple Tcons**
- **Printing Multiple Encounters**
- **Sensitive Labs**
- **Template Management**
 - **Merge Templates**
 - **Link Templates**
- **Standalone Order Sets**
- **Tasking Module**
- **Creating New Tasks**
- **Web Resources for AHLTA**
- **Tips to Speed-up AHLTA**

Notifications Module



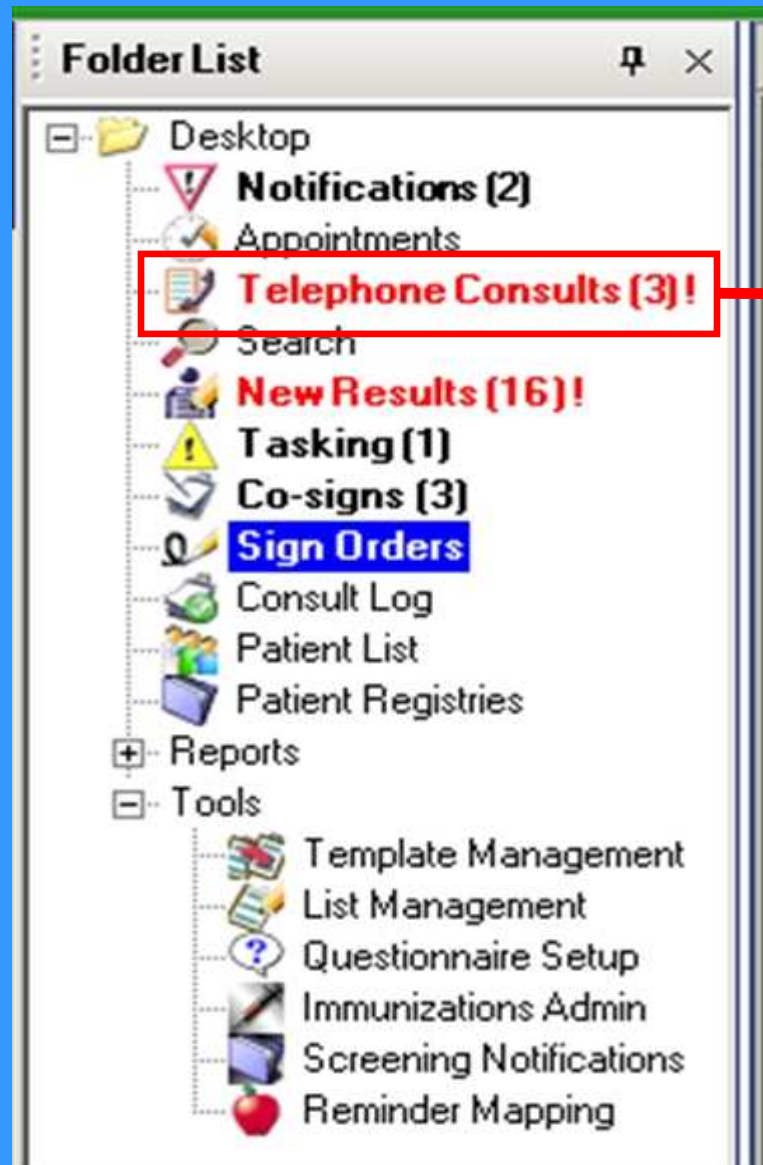
Desktop Enhancements- Notifications Module: Notifications



Includes alerts for any encounters that have been modified
AND
Includes any PKC couplers (i.e., HART questionnaires) completed by patient



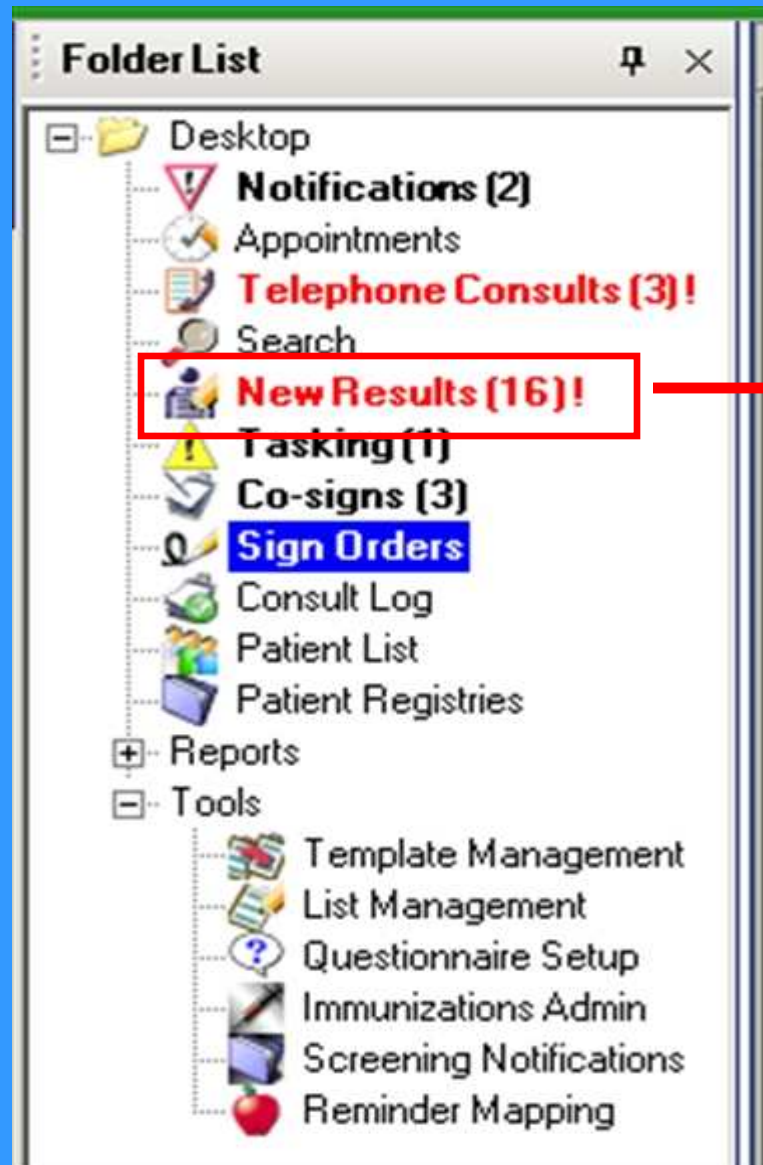
Desktop Enhancements- Notifications Module: Telephone Consults



These are generated from AHLTA (vs. CHCS). The #3 designates there are 3 pending phone consults and the **red text** along with the “!” means there are higher than normal priority items within these phone consults



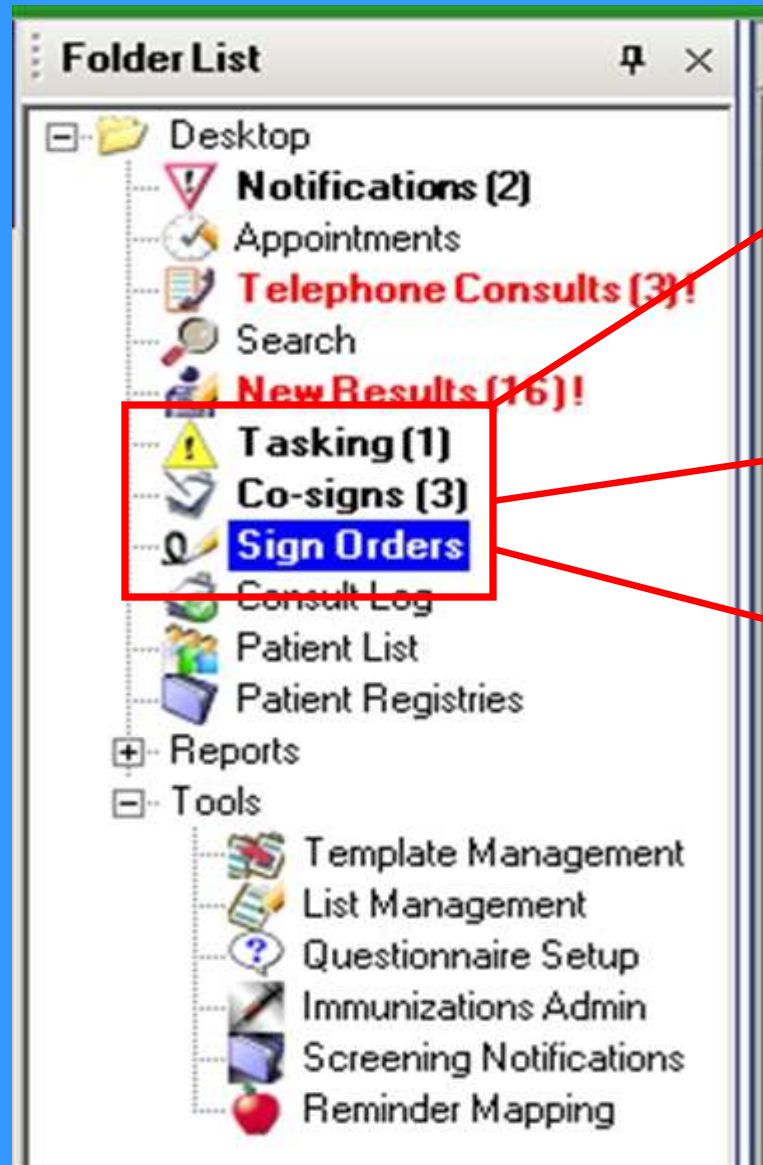
Desktop Enhancements- Notifications Module: New Results



**Radiology and
Laboratory results
generated by CHCS**



Desktop Enhancements- Notifications Module: Tasking, Co-signs, Sign Orders



**New "Tasking": generated
by AHLTA**

**New Encounters to
"Co-sign": generated by
AHLTA**

**New "Sign Orders":
generated by
CHCS & AHLTA**



Desktop Enhancements- Notifications Module: Menu Bar-Notifications Icons

The screenshot shows a medical training system interface. The menu bar at the top includes options like File, Edit, View, Go, Tools, Actions, and Help. Below the menu bar, there are several icons for notifications, including a yellow triangle with an exclamation mark, a green triangle with a checkmark, and a red triangle with an 'X'. A red dashed line points from these icons to a list of appointments in the main window.

Folder List

- Desktop
 - Notifications (1)
 - Appointments
 - Telephone Consults (3)!
 - New Results (16)!
 - Tasking (1)
 - Co-signs (3)
 - Sign Orders
 - Consult Log
 - Patient List
 - Patient Registries
- Reports
 - Reports
- Tools
 - Template Management
 - List Management
 - Questionnaire Setup
 - Immunizations Admin
 - Screening Notifications
 - Reminder Mapping
- SUAREZ, EDUARDO A.
 - Demographics
 - Health History
 - Problems
 - Meds
 - Allergy
 - Wellness
 - Immunizations
 - Vital Signs Review
 - PKC Couplers
 - Readiness
 - Patient Questionnaires
 - Lab
 - Radiology
 - Clinical Notes

Appointments

Provider	Appt. Date/Time	Patient	Encounter Status	Reason for Visit	FMP/S
DOCTOR, DAVID	13 Nov 2007 1704	WUNDERLICH, ANNA W	NeedsCosignature	Seasonal allergic rhinitis	30/81
DOCTOR, DAVID	13 Nov 2007 1740	ALEXANDER, EVELYN L	NeedsCosignature	Earache	03/20
DOCTOR, DAVID					20/45
USER, TEST					03/00
USER, TEST					30/00
USER, TEST					02/20
USER, TEST					20/20
USER, TEST					20/45
USER, TEST					20/24
USER, TEST					20/96
USER, TEST					20/57
USER, TEST					20/73
USER, TEST	14 Nov 2007 1300	MARCOS, FREDERICK B	Waiting	Fever	01/01

Moving from left to right:

- Orders to Sign > Sign Orders module
- Telephone Consults > Telephone Consults module
- Tasking > Tasking module
- Co-signs > Co-signs module
- Lab Results > New Results module
- Rad Results > New Results module
- PKC Couplers > Notifications module
- Notifications > Notifications module

Desktop Enhancements- Notifications Module: Menu Bar-Notifications Icons

The screenshot shows a medical training system window titled "USER, TEST: AHLTA (Privacy Act of 1974/FOUO) - Training System". The interface includes a menu bar, a toolbar, a patient information bar, a folder list, and a main content area with tabs for "Appointments", "Telephone Consults", and "New Results".

A red dashed line points from the menu bar icons to a tooltip that appears when hovering over an icon. The tooltip displays the text: "You have Radiology results to review (7)".

The folder list on the left includes the following items:

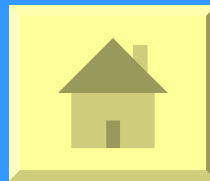
- Desktop
- Notifications (1)
- Appointments
- Telephone Consults (3)!
- New Results (16)!
- Tasking (1)
- Co-signs (3)
- Sign Orders
- Consult Log
- Patient List
- Patient Registries
- Reports
- Tools
- Template Management
- List Management
- Questionnaire Setup
- Immunizations Admin
- Screening Notifications
- Reminder Mapping
- SUAREZ, EDUARDO A
- Demographics
- Health History
- Problems
- Meds
- Allergy
- Wellness
- Immunizations
- Vital Signs Review
- PKC Couplers
- Readiness
- Patient Questionnaires
- Lab
- Radiology
- Clinical Notes

The main content area displays a table of appointments:

Provider	Appt. Date/Time	Patient	Encounter Status	Reason for Visit	FMP/S
DOCTOR, DAVID	13 Nov 2007 1704	WUNDERLICH, ANNA W	NeedsCosignature	Seasonal allergic rhinitis	30/81
DOCTOR, DAVID	13 Nov 2007 1740	ALEXANDER, EVELYN L	NeedsCosignature	Earache	03/20
DOCTOR, DAVID					20/45
USER, TEST					03/00
USER, TEST					30/00
USER, TEST					02/20
USER, TEST					20/20
USER, TEST					20/45
USER, TEST					20/24
USER, TEST					20/96
USER, TEST					20/57
USER, TEST					20/73
USER, TEST					01/01

If hover over an icon, a tool tip displays that identifies the icon and lists the number of unaddressed items

Module Redesign: New Results



Module Redesign: New Results

Order Comments new for AHLTA 3.3.x

Folder List

- Desktop
- Notifications (2)
- Appointments
- Telephone Consults (3) !
- New Results (16) !**
- Testing (4)
- Co-signs (3)
- Sign Orders
- Consult Log
- Patient List
- Patient Registries
- Reports
- Tools

New Results

Provider Search

Patient Name	Status	Type	Test Name	Critical/Abnormal	Date	Order Comments	Priority
ALEXANDER,...	New	Laboratory	Chem 7		29 Nov 2007		Routine
ALEXANDER,...	New	Laboratory	Urinalysis		29 Nov 2007		Routine
BERG, OLAF	New	Laboratory	Chem 7		29 Nov 2007		Routine
SUAREZ, ED...	New	Laboratory	Microalbumin...		29 Nov 2007		Routine
SUAREZ, ED...	New	Laboratory	Chem 17	ABNORMAL	02 Oct 2007		Routine
SUAREZ, ED...	New	Laboratory	Urinalysis	ABNORMAL	13 Nov 2007		Routine
SUAREZ, ED...	New	Laboratory	Hemoglobin A1c	ABNORMAL	13 Nov 2007	Pt. states last tested about 8 months ago.	Routine
SUAREZ, ED...	New	Laboratory	Lipid Panel C...	ABNORMAL	13 Nov 2007		Routine
ALEXANDER,...	New	Radiology	Ultrasound Pe...	ABNORMAL, P...	01 Nov 2007		Routine
ALEXANDER,...	New	Laboratory	CBC W/o Diff	CRITICAL	29 Nov 2007		Routine
ALEXANDER,...	New	Radiology	L-Spine (1 Vie...	Minor Abnorm...	17 Nov 2007		Routine
SUAREZ, ED...	New	Radiology	Sinus Series ...	Minor Abnorm...	17 Nov 2007	Please have pt. return to clinic upon completion.	Routine
SUAREZ, ED...	New	Radiology	Right Shoulde...	Minor Abnorm...	01 Nov 2007		Routine
SUAREZ, ED...	New	Radiology	Chest PA And...	NORMAL	17 Oct 2007		Routine
ALEXANDER,...	New	Radiology	Right Ankle (...)	Normal	17 Nov 2007		Routine
BERG, OLAF	New	Radiology	Right Ankle (...)	Normal	17 Nov 2007		Routine

Display Criteria

☐ Ref Range/Units

☒ Vertical
☐ Horizontal

Date and Times shown below are "Collected Date and Times."

Legend...

Test / Result Name	Site/Specimen	Collection Date / Result Values
Chem 17	Site/Specimen	02 Oct 2007
Albumin	Serum	4.4
Alk Phos	Serum	88
Anion Gap	Serum	19
AST	Serum	28
Bilirubin	Serum	1.1
Calcium	Serum	10.1
Chloride	Serum	98
CO2	Serum	28
Creatinine, Serum/Plasma	Serum	1.1
GGT	Serum	80
Glucose	Serum	210 (H)
LCH	Serum	600
Phosphate	Serum	4.6
Potassium	Serum	4.7
Sodium	Serum	145
Total Protein	Serum	7.2

WORKFLOW: by default, "Ref Range/Units" box is NOT checked in New Results- consider checking it.

New preview pane added to allow quick review of Lab/Rad results

Module Redesign: New Results – Keyboard Shortcut

Folder List

- Desktop
- Notifications (2)
- Appointments
- Telephone Consults (3)
- New Results (4)**
- Tasking (1)
- Co-signs (3)
- Sign Orders
- Consult Log
- Patient List
- Patient Registries
- Reports
- Tools

Appointments Sign Orders New Results

New Saved

Provider Search

Patient Name	Status	Type	Test Name	Critical/Abnormal	Date	Order
SUAREZ, EDUARDO	Reviewed	Laboratory	Lipid Panel Comp...	ABNORMAL	18 Nov 2007	
ALEXANDER, VIOLET	Reviewed	Radiology	Ultrasound Pelvis...	ABNORMAL PH...	06 Nov 2007	
ALEXANDER, VIOLET	Reviewed	Radiology	L-Spine (1 View) ...	Minor Abnormality	22 Nov 2007	
SUAREZ, EDUARDO	New	Radiology	Right Shoulde...	Minor Abnorm...	06 Nov 2007	
ALEXANDER, VIOLET	New	Radiology	Right Ankle [...	Normal	22 Nov 2007	
SUAREZ, EDUARDO	New	Radiology	Chest PA And...	NORMAL	22 Oct 2007	

Display Criteria

☐ Ref Range/Units ☒ Vertical ☐ Horizontal

Date and Times shown below are "Collected Date and Times"

Legend...

Test / Result Name	Site/Specimen	Collection Date / Result Values
Lipid Panel Complete	Site/Specimen	18 Nov 2007
Cholesterol	Serum	198
HDL	Serum	42
LDL	Serum	123
Risk Factor	Serum	4.7
Triglycerides	Serum	165
VLDL	Serum	33

WORKFLOW: pressing the 'spacebar' on the keyboard provides a rapid way of reviewing new results

Next Slide

Module Redesign: New Results – Keyboard Shortcut

With each click of spacebar, status changes to “Ready to Remove” and the focus moves to the next new result

Entire result not displayed in preview screen which results in a gap on scroll bar- see Next Slide for what spacebar does here

Next Slide

Patient Name	Status	Type	Test
SUAREZ, EDUARDO	Ready To Remove	Laboratory	Lipid
ALEXANDER, VIOLET	Ready To Remove	Radiology	Ultra
ALEXANDER, VIOLET	Ready To Remove	Radiology	L-Sp
SUAREZ, EDUARDO	Ready To Remove	Radiology	Right
ALEXANDER, VIOLET	New	Radiology	Right
SUAREZ, EDUARDO	New	Radiology	Che

Module Redesign: New Results – Keyboard Shortcut

The next tap of the spacebar (see previous slide) pages down the preview screen. Once at the bottom, next tap will then move to next result in the list

Patient Name	Status	Type	Test Name	Critical/Abnormal	Date
SUAREZ, EDUARDO	Ready To Remove	Laboratory	Lipid Panel Comp...	ABNORMAL	18 Nov 2007
ALEXANDER, VIOLET	Ready To Remove	Radiology	Ultrasound Pelvis...	ABNORMAL_PHONE...	06 Nov 2007
ALEXANDER, VIOLET	Ready To Remove	Radiology	L-Spine (1 View) ...	Minor Abnormality	22 Nov 2007
SUAREZ, EDUARDO	Ready To Remove	Radiology	Right Shoulder (A...	Minor Abnormality	06 Nov 2007
ALEXANDER, VIOLET	New	Radiology	Right Ankle (...)	Normal	22 Nov 2007
SUAREZ, EDUARDO	New	Radiology	Chest PA And...	NORMAL	22 Oct 2007

ever, there is slight
ot see any fracture in
may be a partial
ollow-up. Otherwise, no
icular joint

Module Redesign: New Results

Saving New Results

Refresh Mark Reviewed Save Sign/Remove Forward Close

<No Patient Selected>

Folder List

- Desktop
- Notifications (2)
- Appointments
- Telephone Consults (3) !
- Search
- New Results (16) !**
- Tasking (1)
- Co-signs (3)
- Sign Orders
- Consult Log
- Patient List
- Patient Registries
- Reports
- Tools
- Template Management
- List Management
- Questionnaire Setup
- Immunizations Admin
- Screening Notifications
- Reminder Mapping

Appointments Co-signs **New Results**

New Saved

Provider Search

Patient Name	Status					
SUAREZ, EDUARDO	New					
SUAREZ, EDUARDO	New					
ALEXANDER, VIOLET	New					
ALEXANDER, VIOLET	New	Laboratory	CBC W/o Diff	CRITICAL	06 Dec 2007	
ALEXANDER, VIOLET	New	Radiology	L-Spine (1 Vie...	Minor Abnorm...	24 Nov 2007	
SUAREZ, EDUARDO	New	Radiology	Sinus Series ...	Minor Abnorm...	24 Nov 2007	Plea
SUAREZ, EDUARDO	New	Radiology	Right Shoulde...	Minor Abnorm...	08 Nov 2007	
SUAREZ, EDUARDO	New	Radiology	Chest PA And...	NORMAL	24 Oct 2007	
ALEXANDER, VIOLET	Ready To Remove	Radiology	Right Ankle (Trau...	Normal	24 Nov 2007	
BERG, OLAF	New		Right Ankle (...)	Normal	24 Nov 2007	

Mark Reviewed
Save
Sign/Remove
Undo Remove
Forward
New

Procedure: Right Ankle (Trauma) Series Report
Event Date: 24-Nov-2007 00:00:00

“Left-Click” to select results to save, then “Right-Click” to bring up choices- in this case “Save” is chosen

Module Redesign: New Results

Saving New Results

<No Patient Selected>

Folder List

- Desktop
- Notifications (2)
- Appointments
- Telephone Consults (3) !
- New Results (16) !**
- Testing (1)
- Co-signs (3)
- Sign Orders
- Consult Log
- Patient List
- Patient Registries
- Reports
 - Reports
- Tools
 - Template Management
 - List Management
 - Questionnaire Setup
 - Immunizations Admin
 - Screening Notifications
 - Reminder Mapping

Appointments Co-signs **New Results**

New **Saved**

Provider Search

Patient Name	Status	Type	Test Name	Critical/Abnormal	Date
▶ BERG, OLAF	Reviewed	Radiology	Right Ankle (Trau...	Normal	24 Nov 2007

Now the selected exam is saved for later viewing

***** Right Ankle (Trauma) Series Report *****
 POC Enc: #E5905864 POC Fac: CHCS II ITT
 Status: Complete

Procedure: Right Ankle (Trauma) Series Report
 Event Date: 24-Nov-2007 00:00:00

Procedure: ANKLE, TRAUMA RT
 Reason for Order: Twisted ankle--R/O fx.
 Exam #: 02001206
 Transcription Date/Time: Nov 24 2007 8:12AM
 Provider: User, Test
 Result Code: Normal
 Interpreted By: FRECHETTE, GEORGE
 Approved By: FRECHETTE, GEORGE
 Approved Date/Time: Nov 24 2007 8:12AM
 Report Text:
 A-P, Mortise, and Lateral views show no fracture or other abnormality.
 IMPRESSION: No fracture or abnormality seen of the right ankle.

Co-signing Multiple Encounters/ Signing Multiple TCons



Co-sign Multiple Encounters

SUAREZ, EDUARDO A 20/454-72-3217 45yo M LCDR DOB:10 Sep 1962

Folder List

- Desktop
- Notifications (2)
- Appointments
- Telephone Consults (3)
- Search
- New Results (16) !
- Tasking (1)
- Co-signs (3)**
- Sign Orders
- Consult Log
- Patient List
- Patient Registries
- Reports
- Tools
- SUAREZ, EDUARDO A
 - Demographics
 - Health History
 - Problems
 - Meds
 - Allergy
 - Wellness
 - Immunizations

Appointments **Co-signs**

Encounters Requiring Cosignature by: USER, TEST Providers

Date	Patient	FMP/SSN	Primary Diagnosis	Clinic	Provider	Enc #
07 Dec 2007 1740	SUAREZ, EDUARDO A	20/454723217	HYPERLIPIDEMIA	CHCSII Test Clinic	DOCTOR, DAVID	
07 Dec 2007 1740	ALEXANDER, EVELYN L	03/202455743	OTITIS MEDIA RIGHT EAR	CHCSII Test Clinic	DOCTOR, DAVID	
07 Dec 2007 1704	WUNDERLICH, ANNA W	30/818118118	ALLERGIC RHINITIS	CHCSII Test Clinic	DOCTOR, DAVID	

Signed Encounter Documents 07 Dec 2007 1740 by DOCTOR, DAVID (1 documents found)

Append Narrative
Amend Encounter
Sign Encounter
Select All
Restore Column Order Defaults

“Left-Click”, hold down and select patients to co-sign

Then, ***“Right-Click”*** to reveal ***“Sign Encounter”***

Next Slide

Co-sign Multiple Encounters

Co-Sign Encounter 1 of 3

Patient: WUNDERLICH, ANNA W	Date: 05 Dec 2007 1704 EST	Appt Type: WI
Treatment Facility: CHCSII ITT Facility	Clinic: CHCSII Test Clinic	Provider: DOCTOR, DAVID
Patient Status: Outpatient		Co-signer: USER, TE ST

Reason for Appointment:
Screening Written by DOCTOR, DAVID @ 05 Dec 2007 1716 EST
Appointment Reason For Visit: Seasonal allergic rhinitis
Allergen information verified by DOCTOR, DAVID @ 05 Dec 2007
Selected Reason(s) For Visit:
ALLERGIC RHINITIS (Follow-Up) Comments:

Vitals
Vitals Written by DOCTOR, DAVID @ 05 Dec 2007
BP: 120/75, HR: 72, RR: 12, T: 98.7 F, WT: 125 lbs

SO Note Written by DOCTOR, DAVID @ 05 Dec 2007 1716 EST
Chief complaint
The Chief Complaint is: Allergic rhinitis. SAR well controlled for the past 3 yrs. with zyrtec. This season she is having multiple symptoms.
History of present illness
The Patient is a 25 year old female who reported itching of eyes.
She reported a watery nasal discharge and sneezing. She reported a sore throat in the morning.
She denied wheezing.
Past medical/surgical history
Reported History:
Environmental exposure: No contact with pets or other animals.
Diagnosis History:
Allergic rhinitis

Enter Your Password: ☐ Auto-Print ☐ Sensitive

☐ Cosigner Required

Final workload will be set to: (Workload can be changed in Disposition prior to signing encounter)

Sign
Skip
Cancel

Presented with 3 choices.
Clicking on "Sign" or "Skip"
will bring you to the next
encounter

Signing Multiple TCons

File Edit View Go Tools Actions Help

Refresh New Telcon Open Cancel Transfer Notes Edit Phone # Process Sign Encounters Patient Labels Options Close All Outstanding

WUNDERLICH, ANNA W 30/818-11-8118 25yo F FM: 2LT DOB:05 Dec 1982

FolderList

Telephone Consults (3)!

Search

New Results (16)!

Tasking (1)

Co-signs (3)

Sign Orders

Consult Log

Patient List

Patient Registries

Reports

Tools

WUNDERLICH, AN

Demographics

Health History

Problems

Meds

Allergy

Wellness

Immunizations

Vital Signs Review

PKC Couplers

Readiness

Patient Questionnaire

Lab

Radiology

Appointments

Telephone Consults

Change Selections ... Telcons for All Providers in All My Clinics for Any Date (All Outstanding).

Telcon Date/Time	Status	Patient	CallBack Phone	Reason for Call	Urgency	Clinic	MEPRS Code	Pro
17 Dec 2007 0000	Inprogress	ALEXANDER, EVELYN L	(123) 333-3333	Earache and fever	Medium	CHCSII Test Clinic	HC2T	U9
17 Dec 2007 0000	Inprogress	SUAREZ, EDUARDO A	(123) 888-8888	chest pain	High	CHCSII Test Clinic	HC2T	U9
17 Dec 2007 0000	Inprogress	WUNDERLICH, ANNA W	(123) 888-8888		Low	CHCSII Test Clinic	HC2T	U9

1

2

Sign Encounter

Next Slide

Signing Multiple TCons

Sign Encounter 1 of 3

Patient: ALEXANDER, EVELYN L	Date: 17 Dec 2007 0000 EST	Appt Type: TCON
Treatment Facility: CHCSII ITT Facility	Clinic: CHCSII Test Clinic	Provider: USER, TEST
Patient Status: Outpatient		Call Back Phone: (123) 333-3333

Reason for Telephone Consult: Earache and fever
Appointment Comments:
 Telcon Appointment

SO Note Written by USER, TEST @ 18 Dec 2007 0858 EST
Subjective
 Discussed issue with patient.

A/P Last Updated by USER, TEST @ 18 Dec 2007 0858 EST
I. DIABETES MELLITUS

Disposition Last Updated by USER, TEST @ 18 Dec 2007 0858 EST
Follow up: with PCM.
Discussed: Diagnosis, Medication(s)/Treatment(s), Alternatives, Potential Side Effects with Patient who indicated understanding.

Same choices as with Co-Signs

Sign

Skip

Cancel

Enter Your Password: ☐ Auto-Print Taxonomy: Physicians/Allopathic/Osteopat ☐ Sensitive

☐ Cosigner Required

Final workload will be set to: Count [Workload can be changed in Disposition prior to signing encounter]

Signing Multiple TCons

Sign Encounter 3 of 3

Patient: WUNDERLICH, ANNA W	Date: 17 Dec 2007 0000 EST	Appt Type: TCON
Treatment Facility: CHCSII ITT Facility	Clinic: CHCSII Test Clinic	Provider: USER, TEST
Patient Status: Outpatient		Call Back Phone: (123) 456-7890

Reason for Telephone Consult: Med refill
Appointment Comments:
Telcon Appointment

SO Note Written by USER, TEST @ 18 Dec 2007 0900 EST
Subjective
All issues discussed with patient.

Disposition Last Updated by USER, TEST @ 18 Dec 2007 0902 EST
Follow up: as needed.
Discussed: Diagnosis, Medication(s)/Treatment(s), Alternatives, Potential Side Effects with Patient who indicated understanding.

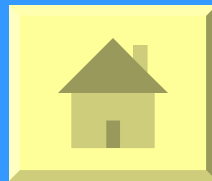
If Tcon NOT ready to sign, an explanation is provided and user presented with ability to fix it

This encounter has the following incomplete items:

- A/P Section: Incomplete data

Fix Now
Skip
Cancel

Future Appointments



Future Appointments

Within the Appointments Module, select "Change Selections"

Set date into the future

Next Slide

The screenshot shows the 'Appointments' module in a software interface. On the left is a 'Folder List' with categories like Notifications, Telephone Consults, New Results, Tasking, Co-signs, Sign Orders, Consult Log, Patient List, Patient Registries, Reports, and Tools. The 'Appointments' folder is selected. In the center, a table lists appointments with columns for Provider, Appt. Date/Time, and Patient Name. A 'Change Selections...' button is highlighted in the top left of the appointments list. A dialog box titled 'Appointment Search Selections' is open, showing options for Clinics, Providers, and Dates. The 'Dates' tab is selected, and the 'Date Range' option is chosen. The start date is '08 Dec 2007' and the end date is '29 May 2008'. A red box highlights the 'Date Range' section, and a red arrow points from the 'Set date into the future' text to the 'Date Range' section. A yellow arrow points from the 'Next Slide' text to the right.

Provider	Appt. Date/Time	Patient Name	SN	CheckIn Time
USER, TEST	08 Dec 2007 00		00000210	08 Dec 200
USER, TEST	08 Dec 2007 00		00000200	08 Dec 200
USER, TEST	08 Dec 2007 0900	ALEXANDER, MARIE D	027202455743	
USER, TEST	08 Dec 2007 0900	SUAREZ, MARIA E	027454723217	
USER, TEST	08 Dec 2007 0900	WILLIAMS, BERNICE K	307967628867	

Appointment Search Selections

Clinics

☐ This Clinic ☐ All My Clinics ☒ Selected Clinic(s)

- ☒ AMBULATORY PROCEDURE UNIT (APCU--AMBULATORY PROCEDURE UNIT)
- ☐ CHCS II ITT DENTAL (CAA--DENTAL CARE)
- ☐ CHCS II ITT SRTSII (HC2T--CHCSII-T)
- ☒ CHCSII Test Clinic (HC2T--CHCSII-T)
- ☐ Emergency Clinic (BIAQ--URGENT CARE UNIT SB)
- ☐ GENERAL SURGERY SAME DAYC (HC2T--CHCSII-T)
- ☐ IBWA CLINIC 0052 (EKAA--AMBULATORY CARE ADMIN TAMC)
- ☐ IBWA CLINIC 0120 (AAL--PULMONARY/UPPER RESPIRATORY DISEASE)
- ☐ IBWA CLINIC 0121 (AGB--FAMILY PRACTICE SURGERY)
- ☐ IBWA CLINIC 0124 (EHA--LAUNDRY SERVICE)

Providers

☐ Me ☒ All for this Clinic(s) ☐ Selected Providers

- ☒ Unassigned
- ☒ DOCTOR, DAVID
- ☒ NURSE, KAREN
- ☒ USER, TEST

Dates

☐ Today Only complete

☐ Today Plus All Incomplete Back 1 Days Only

☐ Today And Back 1 Days

☐ One Date 08 Dec 2007

☒ Date Range 08 Dec 2007 0000 Thru 29 May 2008 2359

☒ Any Status ☐ Needs Co-Signature

☐ Pending ☐ Complete

☐ Checked In ☐ Incomplete

☐ Updated

☐ Waiting

☐ In Progress

Set Column Order as Defaults Restore Column Order Defaults Set Selections as Default OK Cancel

Future Appointments

Appointments Co-signs

Change Selections Appointments for All Providers in All My Clinics for 08 Dec 2007 0000 thru 29 May 2008 2359 Any Status.

Provider	Appt. Date/Time	Patient	Encounter Status	Reason for Visit
USER, TEST	08 Dec 2007 0005	SMITH, JOSHUA O		Fell off playground equip/possible broken arm
USER, TEST	08 Dec 2007 0010	JACKSON, SONYA B		Asthma Attack
USER, TEST	08 Dec 2007 0900	ALEXANDE		
USER, TEST	08 Dec 2007 0900	SUAREZ, M		
USER, TEST	08 Dec 2007 0900	WILLIAMS,		
USER, TEST	08 Dec 2007 0915	FLANAGAN,		les ordered
USER, TEST	08 Dec 2007 0930	ALEXANDE		N followup
USER, TEST	08 Dec 2007 0945	CLOUD, LA		xam
USER, TEST	08 Dec 2007 1000	SUAREZ, E		followup
USER, TEST	08 Dec 2007 1030	BERG, OLAF V		Cold and Flu
USER, TEST	08 Dec 2007 1030	SUAREZ, MIGUEL E		Dental Procedure (mouth/tongue sores)
USER, TEST	08 Dec 2007 1100	WILLIAMS, CLAYTON U	Checked in on CHCS I	heada
USER, TEST	08 Dec 2007 1115	ALEXANDER, EDWARD P		Denta
USER, TEST	08 Dec 2007 1130	SUGARMAN, REGINOLD T		worse
USER, TEST	08 Dec 2007 1200	CHANG, JON S		vasec
.Unassigned	08 Dec 2007 1300	MARCOS, FREDERICK B		Fever
USER, TEST	13 Dec 2007 0730	CLOUD, HEATHER		colpos
USER, TEST	13 Dec 2007 0940	CHANG, JON S		skin g
USER, TEST	13 Dec 2007 1040	WUNDERLICH, HERMAN P		ingrov
USER, TEST	13 Dec 2007 1140	BERG, OLAF V		signoi
USER, TEST	13 Dec 2007 1600	MARCOS, RAMONA D		

Now future appointments are shown

“Left-Click” to select patient, then “Right-Click” to bring up choices- in this case “Open” is chosen

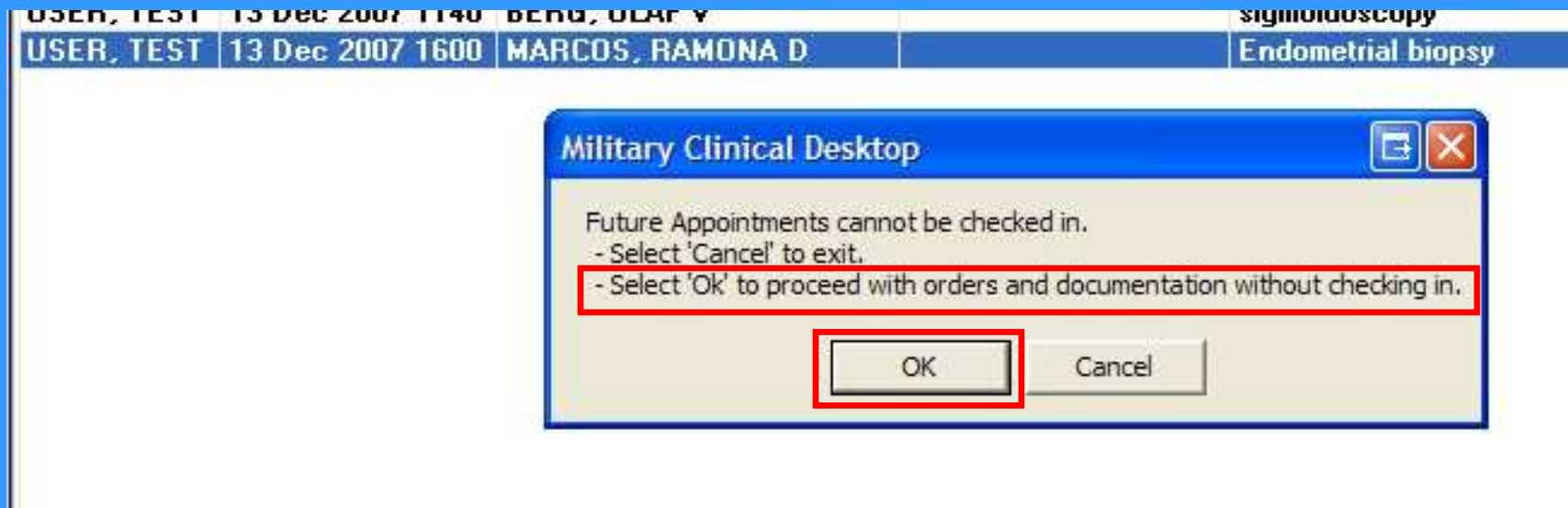
Open

- New Appointment
- Check Out
- Cancel Appointment
- Transfer
- Additional Providers
- Print Appointment List
- Patient Labels
- View Comments
- Undo Cancel
- Select All
- Sign Encounter

Next Slide

Future Appointments

This screen will pop-up- proceed by clicking "OK" to allow orders & documentation on this future appointment



Next Slide

Future Appointments

013-97-9876 55yo F MG DOB:20 Jun 1952

Appointments **Current Encounter**

Date: **13 Dec 2007 1600 EST**
Primary Provider: **USER, TEST**
Patient Status: **Outpatient APV**
Reason for Appointment: Endometrial biopsy

Status: **Open Not Checked-In**
Type: **APV**

Treatment Facility: **CHCSII ITT Facility**
Clinic: **AMBULATORY PROCEDURE UNIT**

AutoCite... AutoCites... 07 0832 EST

Problem
Chronic
• Sinus t
• Essent

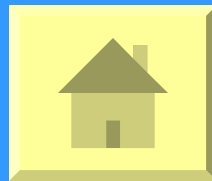
Allergies
• PEANUT OIL (PEANUT OIL): Rash

Screening
Vitals
S/O
Drawing
A/P
Disposition
AddNote

A/P Last Updated by USER, T

WORKFLOW: since other modules (S/O, Drawing, A/P, AddNote) are available- future labs, pictures/diagrams, etc. can be pre-placed to electronically prepare for next appointment

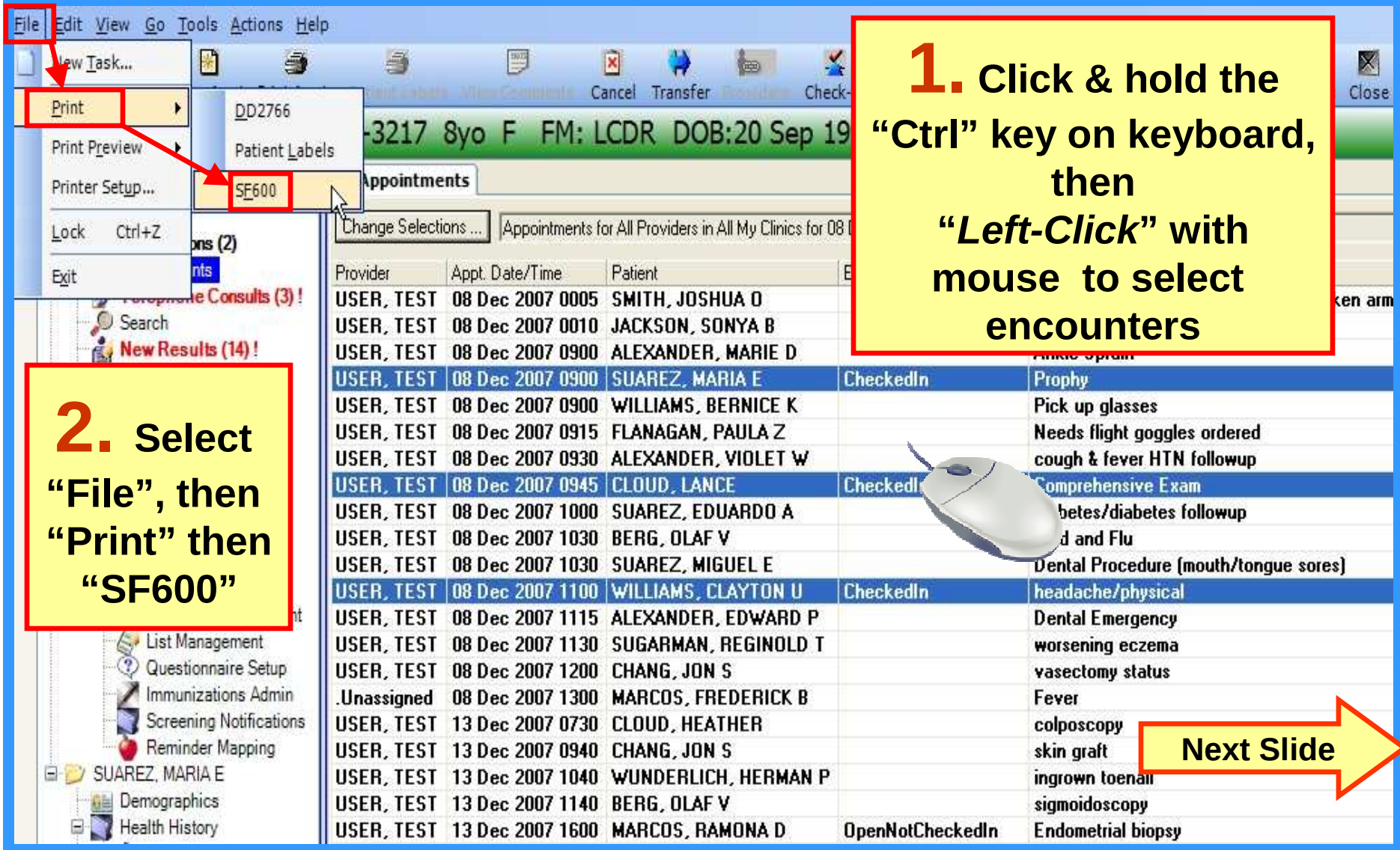
Printing Multiple Encounters



Printing Multiple Encounters

1. Click & hold the “Ctrl” key on keyboard, then “*Left-Click*” with mouse to select encounters

2. Select “File”, then “Print” then “SF600”



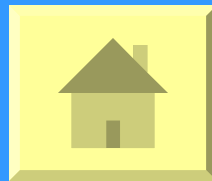
Provider	Appt. Date/Time	Patient	Encounter
USER, TEST	08 Dec 2007 0005	SMITH, JOSHUA D	
USER, TEST	08 Dec 2007 0010	JACKSON, SONYA B	
USER, TEST	08 Dec 2007 0900	ALEXANDER, MARIE D	
USER, TEST	08 Dec 2007 0900	SUAREZ, MARIA E	CheckedIn
USER, TEST	08 Dec 2007 0900	WILLIAMS, BERNICE K	
USER, TEST	08 Dec 2007 0915	FLANAGAN, PAULA Z	
USER, TEST	08 Dec 2007 0930	ALEXANDER, VIOLET W	
USER, TEST	08 Dec 2007 0945	CLOUD, LANCE	CheckedIn
USER, TEST	08 Dec 2007 1000	SUAREZ, EDUARDO A	
USER, TEST	08 Dec 2007 1030	BERG, OLAF V	
USER, TEST	08 Dec 2007 1030	SUAREZ, MIGUEL E	
USER, TEST	08 Dec 2007 1100	WILLIAMS, CLAYTON U	CheckedIn
USER, TEST	08 Dec 2007 1115	ALEXANDER, EDWARD P	
USER, TEST	08 Dec 2007 1130	SUGARMAN, REGINOLD T	
USER, TEST	08 Dec 2007 1200	CHANG, JON S	
.Unassigned	08 Dec 2007 1300	MARCOS, FREDERICK B	
USER, TEST	13 Dec 2007 0730	CLOUD, HEATHER	
USER, TEST	13 Dec 2007 0940	CHANG, JON S	
USER, TEST	13 Dec 2007 1040	WUNDERLICH, HERMAN P	
USER, TEST	13 Dec 2007 1140	BERG, OLAF V	
USER, TEST	13 Dec 2007 1600	MARCOS, RAMONA D	OpenNotCheckedIn

Next Slide

Printing Multiple Encounters

HEALTH RECORD		CHRONOLOGICAL RECORD OF MEDICAL CARE	
Patient: SUAREZ, MARIA E Treatment Facility: CHCSB III Facility Patient Status: Outpatient		Date: 08 Dec 2007 0948 EST Clinic: CHCSB III USN FAL Appointment Type: Well Provider: USN, TEST	
Reason for Appointment: Prophyl			
Now all selected encounters are sent to the default printer			
Name/SSN: SUAREZ, MARIA E/626784433 Ssn: F FAP SSN: 02/454713217 DOB: 08 Sep 1999 PCN: N41 USN FAM MGR AD MC Status: No Resource: No		Sponsor SSN: SUAREZ, EDUARDO A/656722217 Rank: LIEUTENANT COMMANDER O-6-N Ssn: M FAP SSN: 02/6452110058 DOB: 08 Mar 1999 PCN: F41 USN FAM MGR AD MC Status: No Resource: No	
Ssn: F Tel M: 121-451-0018 Tel W: 121-451-0018 CS: 121-451-0018 Status: USER, TEST Tel PCN: 121-451-0018		Ssn: M Tel M: 121-451-0018 Tel W: 121-451-0018 CS: 121-451-0018 Status: USER, TEST Tel PCN: 121-451-0018	
CHRONOLOGICAL RECORD OF MEDICAL CARE THIS INFORMATION IS PROTECTED BY THE PRIVACY ACT OF 1976 (PL-93-579). UNAUTHORIZED ACCESS TO THIS INFORMATION IS A VIOLATION OF FEDERAL LAW. VIOLATORS WILL BE PROSECUTED.		CHRONOLOGICAL RECORD OF MEDICAL CARE THIS INFORMATION IS PROTECTED BY THE PRIVACY ACT OF 1976 (PL-93-579). UNAUTHORIZED ACCESS TO THIS INFORMATION IS A VIOLATION OF FEDERAL LAW. VIOLATORS WILL BE PROSECUTED.	
STANDARD FORM 888 (REV. 7)		STANDARD FORM 888 (REV. 7)	
Printed by: CBA and DGBR		Printed by: CBA and DGBR	
PERMANENT (11) 000 101-12200		PERMANENT (11) 000 101-12200	
Page 1 of 1		Page 1 of 1	

Sensitive Labs



Display of Sensitive Labs:

Module: *Lab*

***NOTE: "BTG"=break-the-glass**

User selects sensitive lab AND had ordered it OR has BTG* authority

Display pane reveals sensitive lab result

User is NOT the ordering provider OR does not have BTG* privileges

Only the lab results are hidden in AHLTA 3.3.x

Search Criteria

Filter: **All Orders** Time: From now back 1 month(s) Tests: 40 ☐ Display All F ☐ Display All F

Origin	Type	Date Collected	Date Ordered	Date Resulted	Report	Ordering Provider
DoD	Standard Lab	01 Nov 2006 1525	01 Nov 2006 1421	01 Nov 2006 1426	HIV 1 Ab	LEFLEUR, PETER
DoD	Standard Lab	31 Oct 2006 1516	27 Oct 2006 1542	31 Oct 2006 1419	CBC W/Auto Diff	ANDERSON, THOMAS
DoD	Standard Lab	28 Feb 2006 1552	28 Feb 2006 1549	28 Feb 2006 1553	Hemoglobin	FBTESTER, A

Display Criteria

☒ Ref Range/Units ☒ Vertical ☐ Horizontal Date and Times shown below are "Collected Date and Times." Legend...

Test / Result Name	Site/Specimen	Collection Date / Result Values	Units	Ref Rng
HIV 1 Ab	Site/Specimen	01 Nov 2006 1525	Units	Ref Rng
HIV-1 Ab	SERUM	NEGATIVE <i>		

Display Criteria

☒ Ref Range/Units ☒ Vertical ☐ Horizontal Date and Times shown below are "Collected Date and Times." Legend...

Test / Result Name	Site/Specimen	Collection Date / Result Values	Units	Ref Rng
HIV 1 Ab	Site/Specimen	01 Nov 2006 1525	Units	Ref Rng
HIV-1 Ab	SERUM	*****		

Display of Sensitive Labs:

Health History Panel

Scenario: user is ordering provider OR
user consents to audit

The screenshot displays the 'Health History' panel with several sections. A red box highlights the 'Health History' title bar. A yellow box with the text 'Sensitive results displayed' has a red arrow pointing to a row in the 'Lab Results' table. This row is also highlighted with a red border. The 'Lab Results' table contains the following data:

Date Collected	Report	
31 Oct 2006 1416	CBC with diff	WBC => 27.0 => (H) RBC => 31.00
01 Nov 2006 1425	HIV 1 Ab	HIV-1 Ab => NEGATIVE =>

Other sections visible include 'Problems' (listing Lumb, Esop, Benic, Allot, Cardiac insufficiency, Chronic), 'Allergies' (listing BEE POLLEN (POLLEN EXTRACTS) with Anaphylaxis and Aspirin with Nausea), 'Radiology Results' (listing Bilateral Ankles Stress (Only) Series Report and Left Ankle Series Report, both NORMAL), and 'Couplers' (listing HART 1.0 Full administered on 10/26/2006 12:24:40 PM).

Display of Sensitive Labs: *Encounter Summary AutoCites* Scenario: any user

S/O

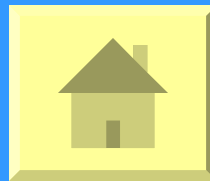
Lab AutoCites Refreshed by MM TAME DD, B @ 30 Mar 2006 0809 EST

Labs

Test Name	Site Specimen	Result	Units	Ref Range
27 Mar 2006 1647				
HIV 1 p24 Antigen	Site Specimen	Result		
HIV P24	SERUM	*****		

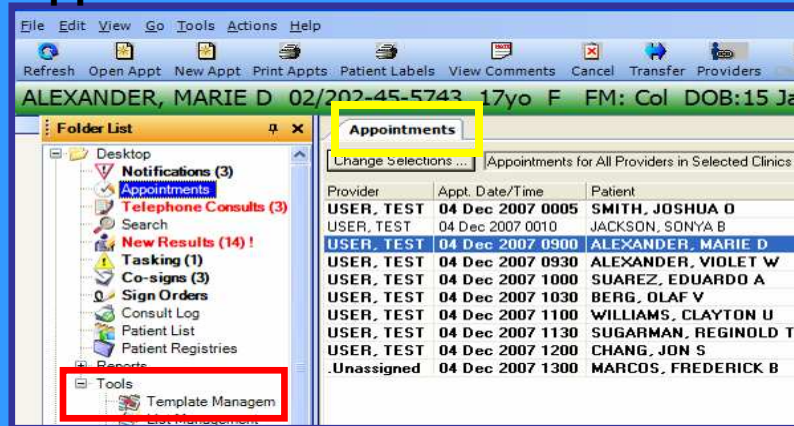
Results ALWAYS masked

TEMPLATE MANAGEMENT

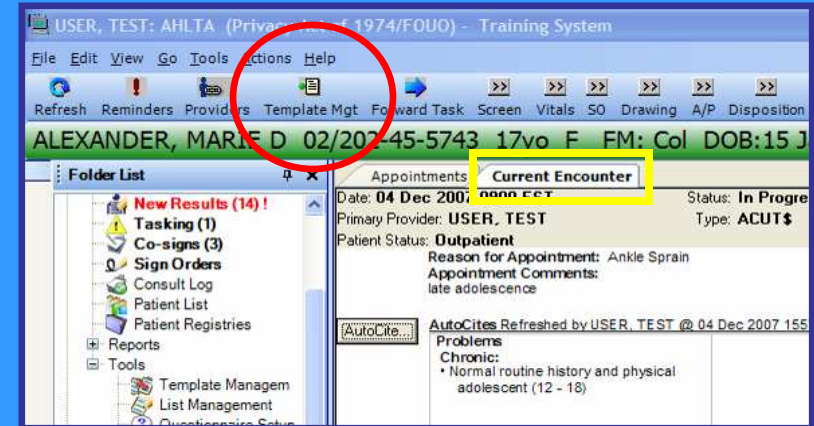


Template Management Overview

Appointments

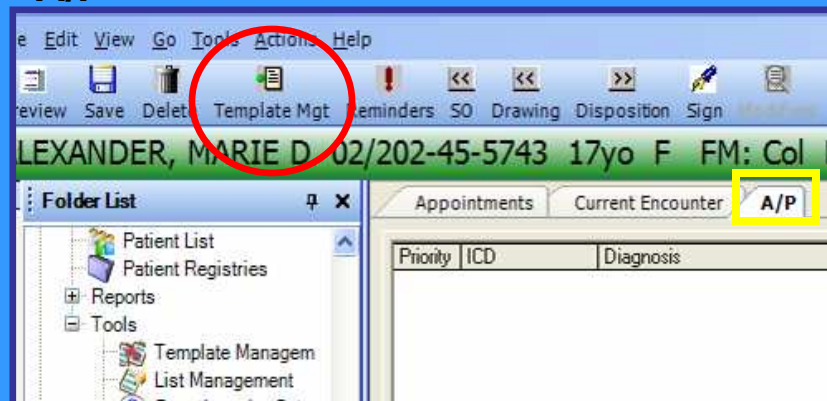


Current Encounter

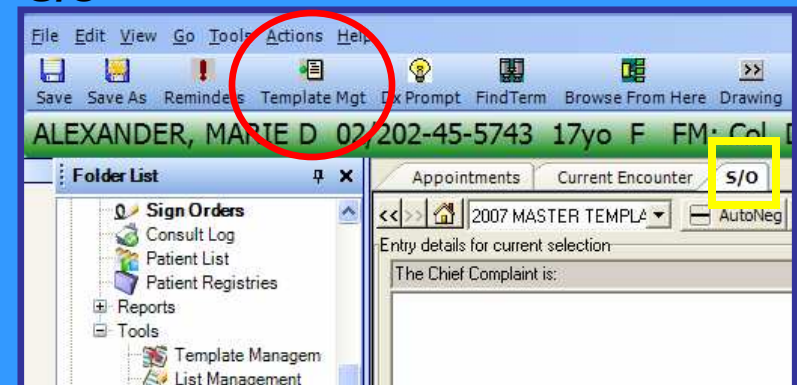


All roads lead to the same place.
No matter where you select “Template
“Management, it will now go to the same module

A/P

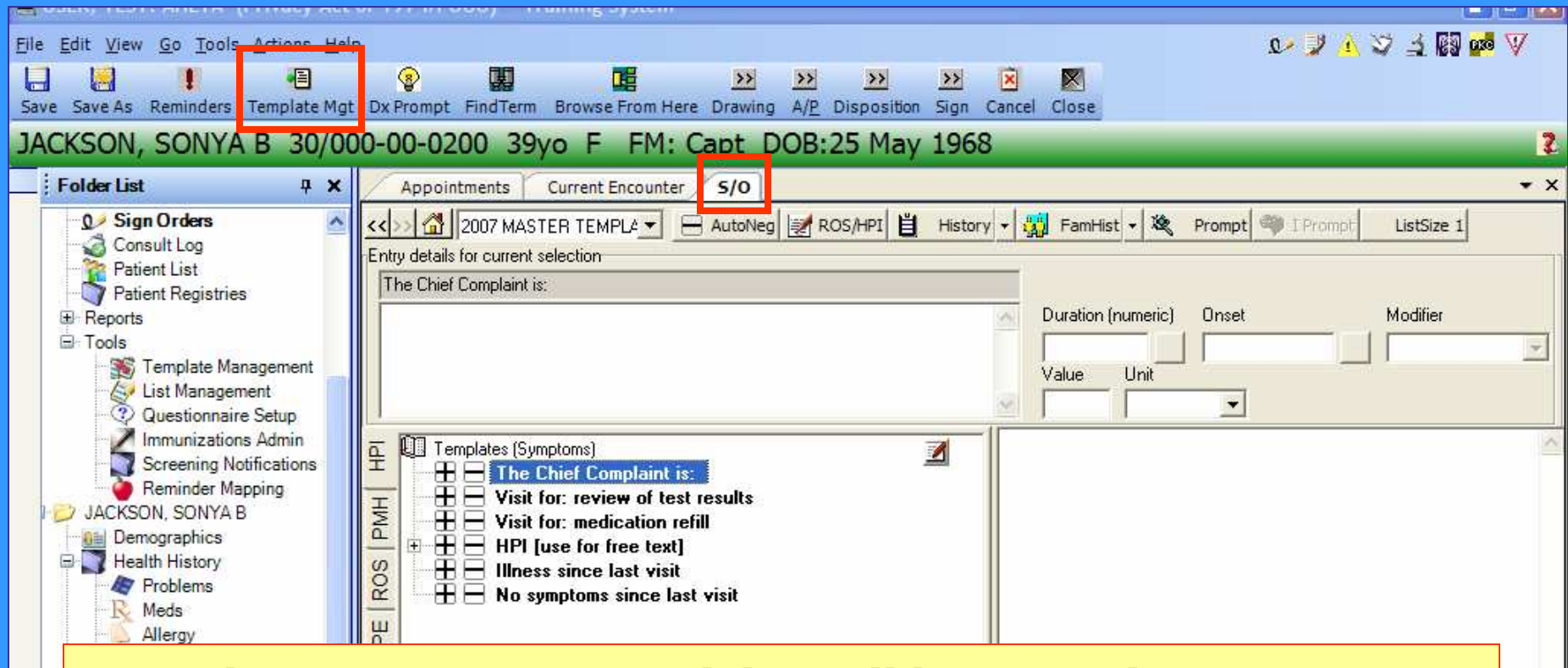


S/O



Template Management

In the S/O Note the Template Management Icon is still available



Template Management Modules will be merged into 1 (*see what displays after clicking on the Template Management Icon...*)

Next Slide

Template Management in the S/O Module

Back to same module accessed from
the Folder List

Before it would take you
to a separate module

15-63-8943 55yo M Ret:VADM DOB:10 Feb 1952

S/O Template Management

Name Contains: Find Now Folders

Templates

- My Favorites (233)
- Personal Templates (231)
- CHCSII ITT Clinic Templates (0)

AHLTA 838

Template Management Overview

The screenshot displays the 'Template Management' window. On the left is a 'Folder List' pane with categories like Desktop, Notifications (2), Appointments, Telephone Consults (3), Search, New Results (16), Tasking (1), Co-signs (3), Sign Orders, Consult Log, Patient List, Patient Registries, Reports, and Tools. The 'Tools' category is expanded, showing 'Template Management' as the selected item. The main area has tabs for 'Appointments' and 'Template Management'. Below the tabs is a search bar with 'Name Contains:' and buttons for 'Find Now', 'Expanded Search', and 'Folders'. Search filters include 'Begins With', 'Contains' (selected), and 'Case Insensitive'. The central pane shows a tree structure: 'My Favorites (3)' containing '#CTM PE--Starter Template (USER, TEST)', 'URI Encounter (USER, TEST)' (highlighted), and 'URI orders (USER, TEST)'; 'My Standalone Order Sets'; 'AMBULATORY PROCEDURE UNIT'; 'CHCS II ITT DENTAL'; 'CHCS II ITT SRTSII'; and 'CHCSII Test Clinic (12)' containing 'STARTER KIT TEMPLATES' with various starter kits like 'Abd Pain_starter kit (CHCSII Test Clinic HC2T)'. The right pane shows 'Template Preview: URI Encounter (USER, TEST)' with a list of 'Linked Templates' including 'History of present illness', 'Review of systems', 'History', 'Physical findings', 'Tests', 'Diagnoses', 'Procedures', 'Orders', 'Other Therapies', and 'Images'.

No separation of
“Encounter Templates”
from
“S/O Templates”

All
templates
will be
together

Template Management Overview

The screenshot displays the 'Template Management' window. On the left is a 'Folder List' pane with categories like Notifications, Appointments, Telephone Consults, Search, New Results, Tasking, Co-signs, Sign Orders, Consult Log, Patient List, Patient Registries, Reports, and Tools. The 'Tools' section has 'Template Management' selected. The main area shows a tree view of templates under 'My Favorites (3)', 'My Standalone Order Sets', and 'AMBULATORY PROCEDURE UNIT'. The 'URI Encounter (USER, TEST)' template is selected and highlighted with a red box. A red arrow points from this box to the 'Template Preview' pane on the right. The preview pane shows a 'Linked Templates' section with a list of symptoms: 'History of present illness', 'The Chief Complaint Is: Uri Symptoms', 'Fever [as Symptom]', 'Chills [as A Symptom]', 'Earache', 'Nasal Discharge', 'Sore Throat', 'Cough', 'Coughing Up Sputum', and 'Muscle Aches, Generalized (myalgias)'. Below this is a list of other template categories like 'Review of systems', 'History', 'Physical findings', 'Tests', 'Diagnoses', 'Procedures', 'Orders', 'Other Therapies', and 'Images'.

Folder List

Appointments Template Management

Name Contains: Find Now Expanded Search Folders

☐ Begins With ☒ Contains ☒ Case Insensitive

My Favorites (3)

- #CTM PE--Starter Template (USER, TEST)
- URI Encounter (USER, TEST)
- URI orders (USER, TEST)

My Standalone Order Sets

AMBULATORY PROCEDURE UNIT

CHCS II ITT DENTAL

CHCS II ITT SRTSII

CHCSII Test Clinic (12)

STARTER KIT TEMPLATES

- Abd Pain_starter kit (CHCSII Test Clinic HC2T)
- Abnormal Vaginal Bleeding_starter kit (CHCSII Test Clinic HC2T)

Template Preview: URI Encounter (USER, TEST)

Linked Templates

History of present illness

- The Chief Complaint Is: Uri Symptoms
- Fever [as Symptom]
- Chills [as A Symptom]
- Earache
- Nasal Discharge
- Sore Throat
- Cough
- Coughing Up Sputum
- Muscle Aches, Generalized (myalgias)

Review of systems

History

Physical findings

Tests

Diagnoses

Procedures

Orders

Other Therapies

Images

Diabetes--aCPG--Trng (CHCSII Test Clinic HC2T)

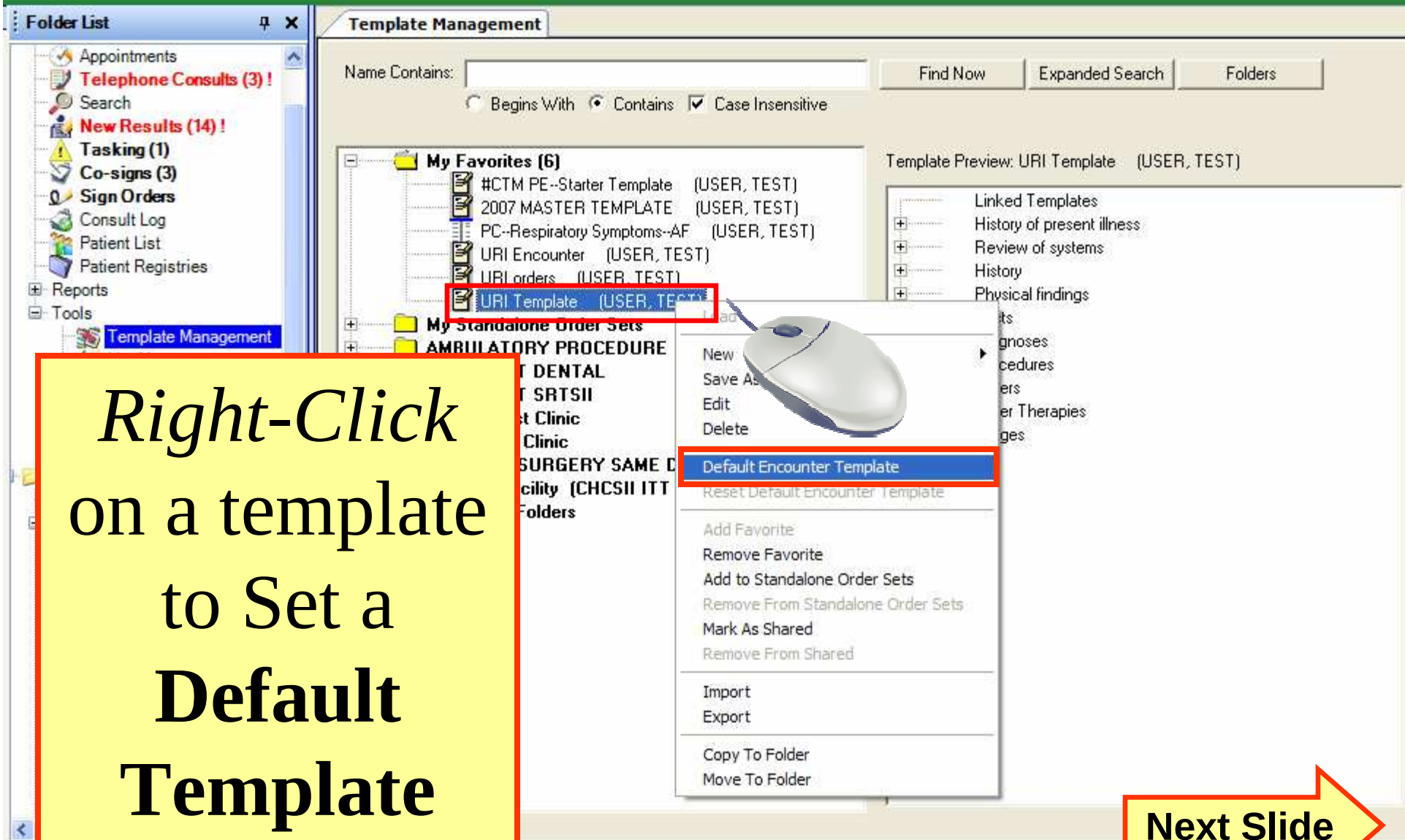
Diabetes_starter kit (CHCSII Test Clinic HC2T)

HTN_starter kit (CHCSII Test Clinic HC2T)

Emergency Clinic

Clicking on the **Plus Sign +** will reveal a detailed list

Template Management Overview



The screenshot displays the 'Template Management' window. On the left is a 'Folder List' pane with categories like 'Appointments', 'Telephone Consults (3)!', 'Search', 'New Results (14)!', 'Tasking (1)', 'Co-signs (3)', 'Sign Orders', 'Consult Log', 'Patient List', 'Patient Registries', 'Reports', and 'Tools'. The main area shows a tree view with 'My Favorites (6)' containing templates like '#CTM PE--Starter Template (USER, TEST)', '2007 MASTER TEMPLATE (USER, TEST)', 'PC--Respiratory Symptoms--AF (USER, TEST)', 'URI Encounter (USER, TEST)', 'URI orders (USER, TEST)', and 'URI Template (USER, TEST)'. The 'URI Template (USER, TEST)' is highlighted with a red box. A right-click context menu is open over it, with 'Default Encounter Template' highlighted in blue. Other menu options include 'New', 'Save As...', 'Edit', 'Delete', 'Reset Default Encounter Template', 'Add Favorite', 'Remove Favorite', 'Add to Standalone Order Sets', 'Remove From Standalone Order Sets', 'Mark As Shared', 'Remove From Shared', 'Import', 'Export', 'Copy To Folder', and 'Move To Folder'. A 'Template Preview' pane on the right shows 'URI Template (USER, TEST)' with a list of linked templates: 'History of present illness', 'Review of systems', 'History', 'Physical findings', 'Diagnoses', 'Procedures', 'Orders', 'Other Therapies', and 'Vitals'. A yellow callout box with a red border contains the text: 'Right-Click on a template to Set a Default Template'. A yellow arrow in the bottom right corner points to the text 'Next Slide'.

Right-Click on a template to Set a Default Template

Next Slide

Template Management Overview

Folder List

- Appointments
- Telephone Consults (3) !
- Search
- New Results (14) !
- Tasking (1)
- Co-signs (3)
- Sign Orders
- Consult Log
- Patient List
- Patient Registries
- Reports
- Tools
 - Template Management
 - List Management
 - Questionnaire Setup
 - Immunizations Admin
 - Screening Notifications
 - Reminder Mapping
- ALEXANDER, MARIE D
 - Demographics
 - Health History
 - Problems
 - Meds
 - Allergy
 - Wellness
 - Immunizations

Template Management

Name Contains: Find Now Expanded Search Folders

☐ Begins With ☒ Contains ☒ Case Insensitive

My Favorites (6)

- #CTM PE--Starter Template (USER, TEST)
- 2007 MASTER TEMPLATE (USER, TEST)
- PC--Respiratory Symptoms--AF (USER, TEST)
- URI Encounter (USER, TEST)
- URI Orders (USER, TEST)
- URI Template (DEFAULT TEMPLATE) (USER, TEST)

My Standalone Order Sets

- AMBULATORY PROCEDURE UNIT
- CHCS II ITT DENTAL
- CHCS II ITT SRTSII
- CHCSII Test Clinic
- Emergency Clinic
- GENERAL SURGERY SAME DAYC
- Training Facility (CHCSII ITT Facility)
- Enterprise Folders

Template Preview: URI Template (USER, TEST)

Linked Templates

- History of present illness
- Review of systems
- History
- Physical findings
- Tests
- Diagnoses
- Procedures
- Orders

Confirms that
the default
was set

How to Load Templates

3 different ways to load a template into the Current Encounter

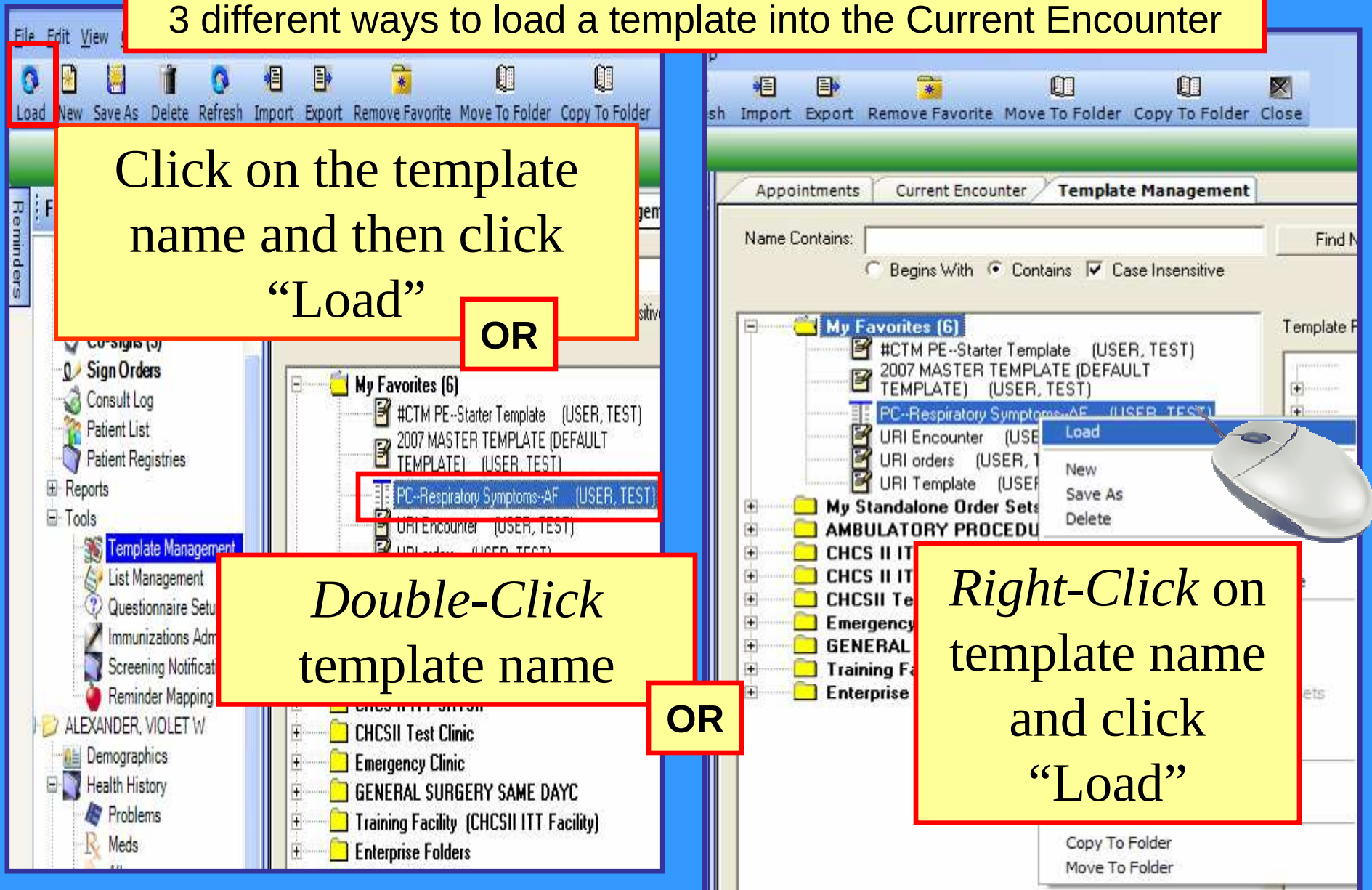
Click on the template name and then click "Load"

OR

Double-Click
template name

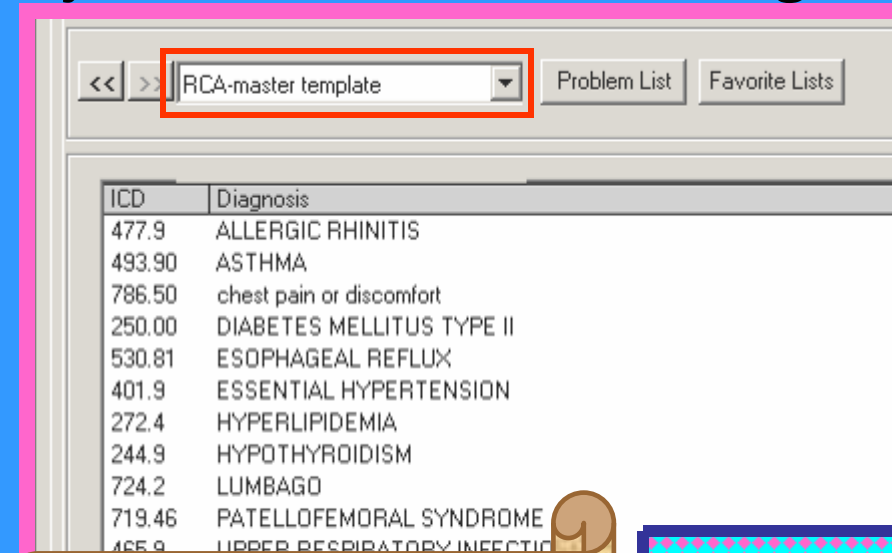
OR

Right-Click on
template name
and click
"Load"



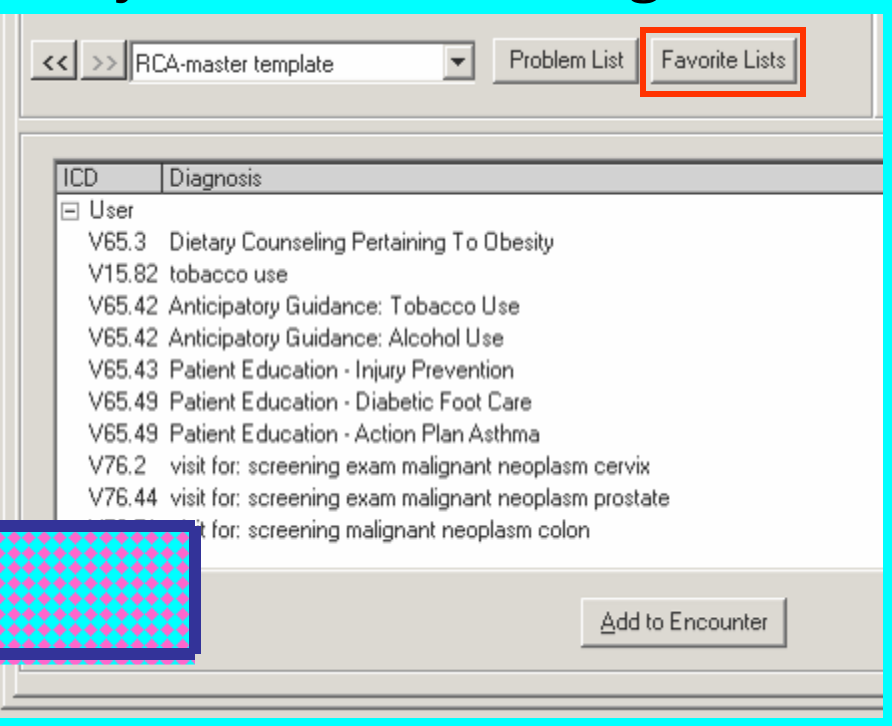
Merging of Default Encounter Diagnosis with Favorite List

My Default Encounter's Diagnosis



ICD	Diagnosis
477.9	ALLERGIC RHINITIS
493.90	ASTHMA
786.50	chest pain or discomfort
250.00	DIABETES MELLITUS TYPE II
530.81	ESOPHAGEAL REFLUX
401.9	ESSENTIAL HYPERTENSION
272.4	HYPERLIPIDEMIA
244.9	HYPOTHYROIDISM
724.2	LUMBAGO
719.46	PATELLOFEMORAL SYNDROME
465.9	UPPER RESPIRATORY INFECTION

My Favorite List Diagnosis



ICD	Diagnosis
User	
V65.3	Dietary Counseling Pertaining To Obesity
V15.82	tobacco use
V65.42	Anticipatory Guidance: Tobacco Use
V65.42	Anticipatory Guidance: Alcohol Use
V65.43	Patient Education - Injury Prevention
V65.49	Patient Education - Diabetic Foot Care
V65.49	Patient Education - Action Plan Asthma
V76.2	visit for: screening exam malignant neoplasm cervix
V76.44	visit for: screening exam malignant neoplasm prostate
	visit for: screening malignant neoplasm colon

WORKFLOW:
Consider cleaning
up these lists in
advance of merge,
otherwise lists may
be long after merge

Next Slide

Merging of Default Encounter Diagnosis with Favorite List

Merged Diagnosis with Favorites

NOTE: Procedures are also merged into the default template

Diagnosis | Order Sets | Procedure | Reminders | Order Consults | Order Lab | Order Med | Other Therapies

STER TEMPLATE <Default> Favorites

Patient Problem List / DxPromot Selections

ICD	Diagnosis
477.9	ALLERGIC RHINITIS
V65.42	Anticipatory Guidance: Alcohol Use
V65.42	Anticipatory Guidance: Tobacco Use
493.90	ASTHMA
786.50	CHEST PAIN
V65.3	Dietary Counseling Pertaining To Obesity
530.81	ESOPHAGEAL REFLUX
401.9	ESSENTIAL HYPERTENSION
272.4	HYPERLIPIDEMIA
244.9	HYPOTHYROIDISM
724.2	LUMBAGO

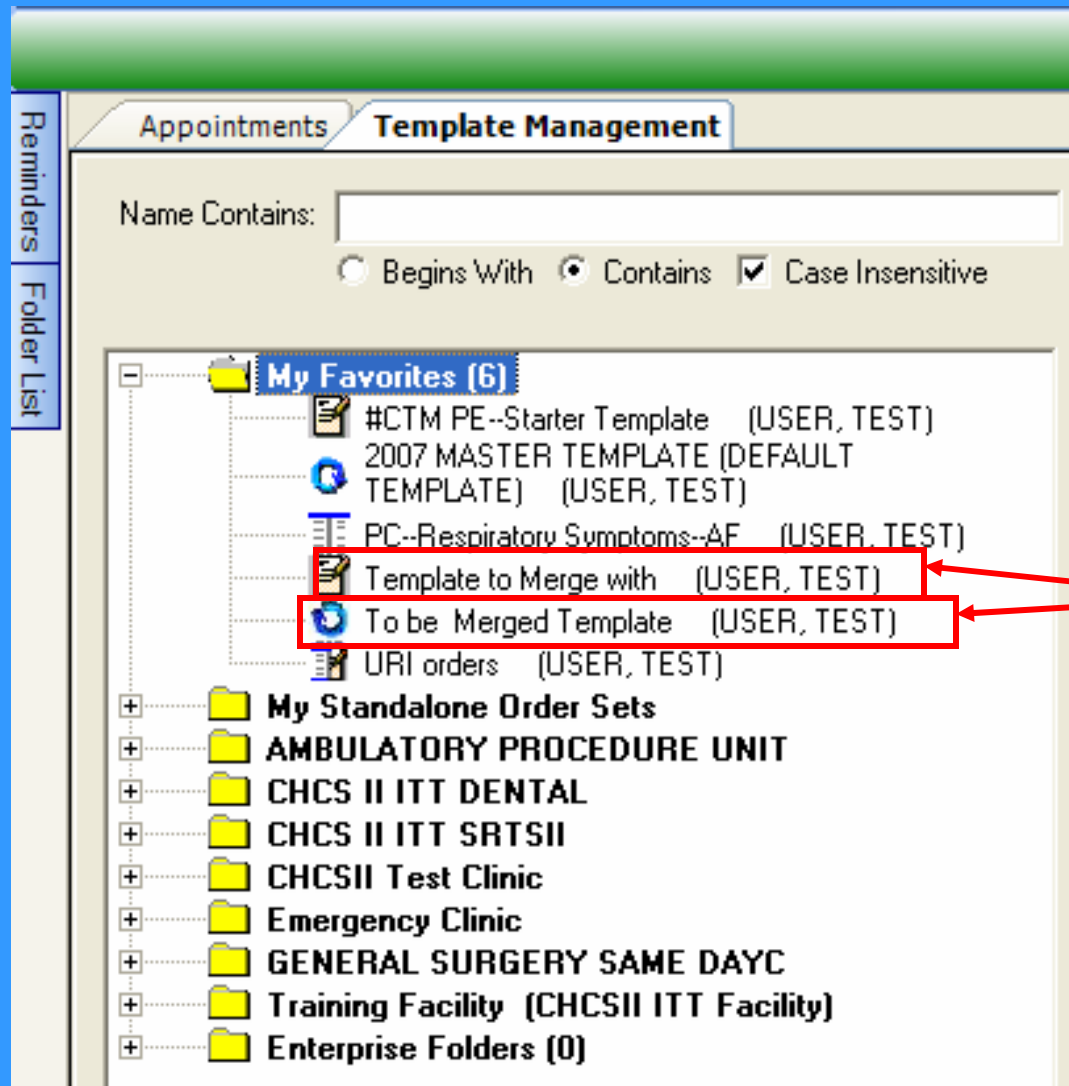
Add to Encounter

Templates / Search Results

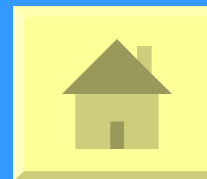
ICD	Diagnosis
244.9	HYPOTHYROIDISM
724.2	LUMBAGO
278.00	OBESITY
V65.49	Patient Education - Action Plan Asthma
V65.49	Patient Education - Diabetic Foot Care
V65.43	Patient Education - Injury Prevention
V15.82	tobacco use
V76.2	visit for: screening exam for malignant neoplasm cervix
V76.44	visit for: screening exam malignant neoplasm prostate
V76.51	visit for: screening malignant neoplasm colon

☐ Clinic

How to Merge Templates



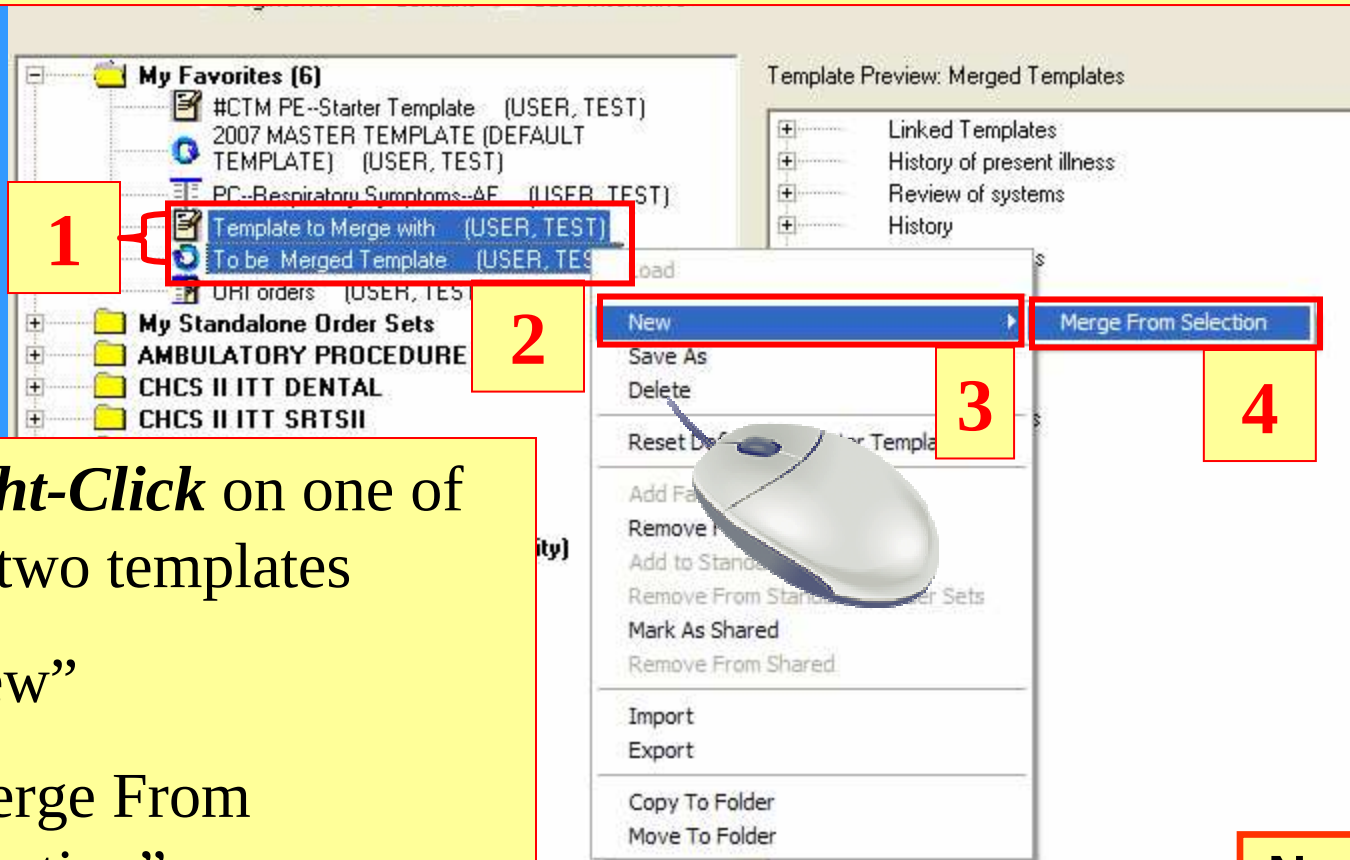
Let's
merge
these
together



Next Slide

How to Merge Templates

1. Use <Shift> to highlight both desired templates to merge (use <Ctrl> if you need to select templates that are not next to each other)



2. **Right-Click** on one of the two templates
3. “New”
4. “Merge From Selection”

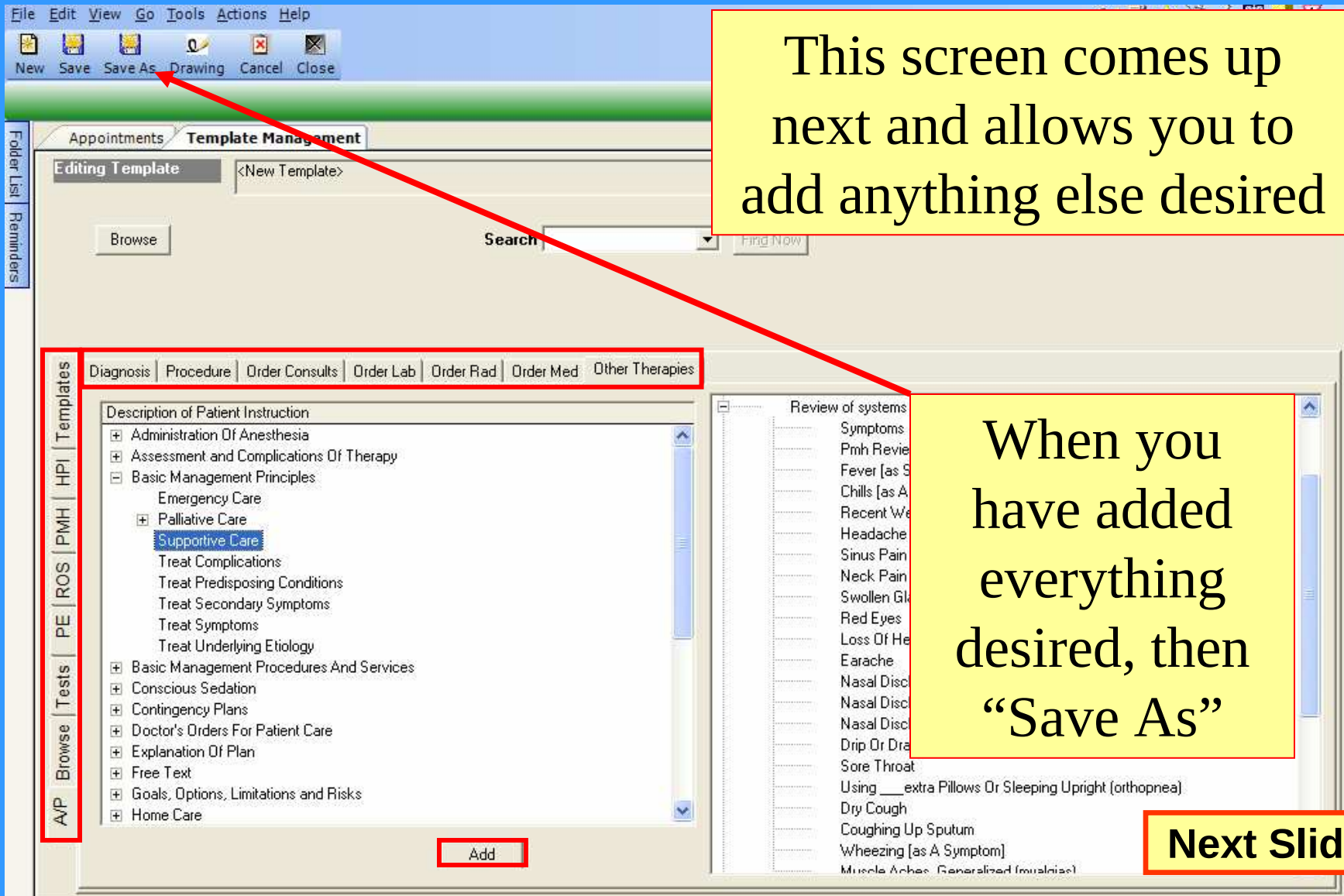
Next Slide

How to Merge Templates

This screen comes up next and allows you to add anything else desired

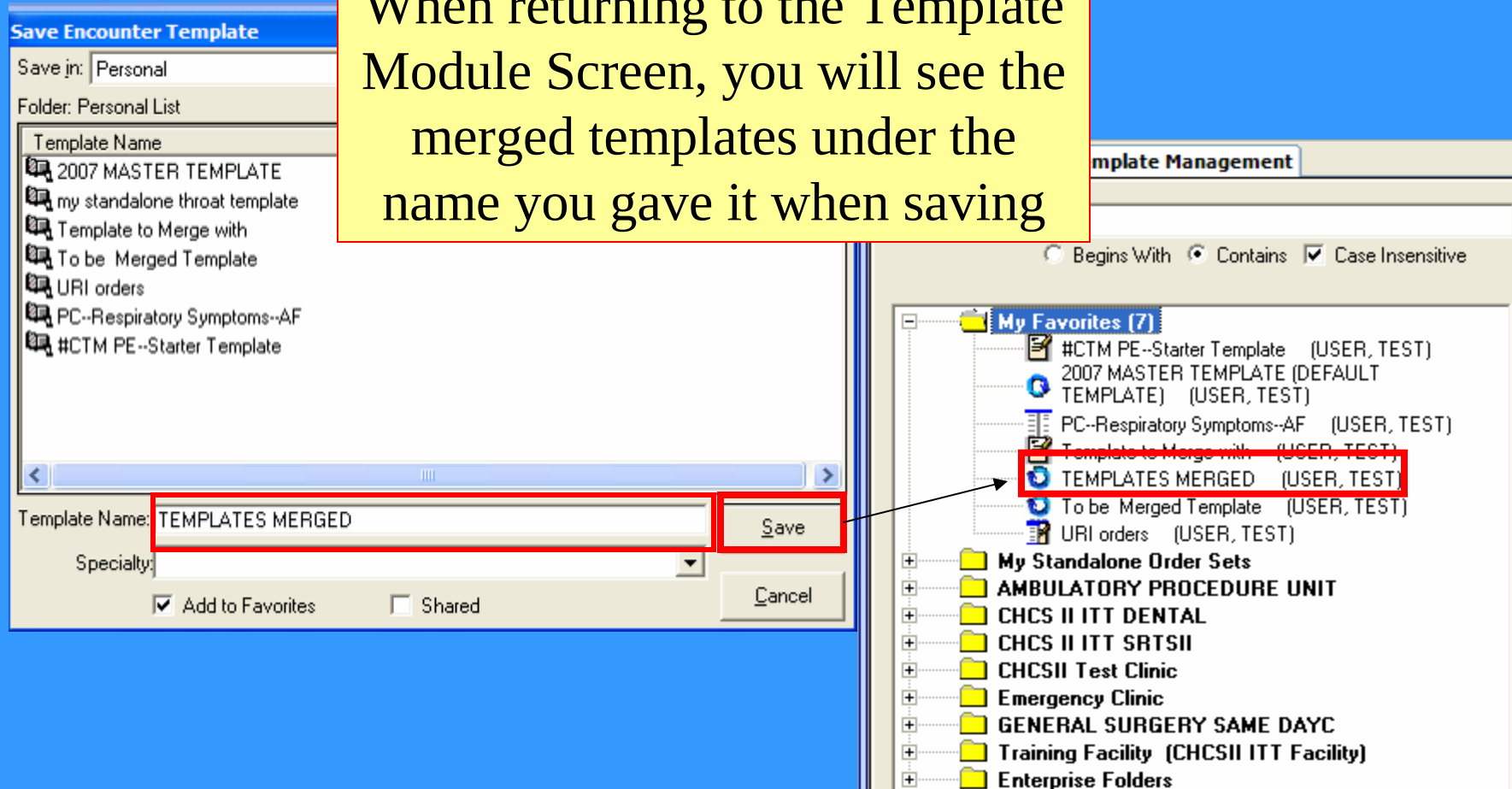
When you have added everything desired, then "Save As"

Next Slide



How to Merge Templates

When returning to the Template Module Screen, you will see the merged templates under the name you gave it when saving

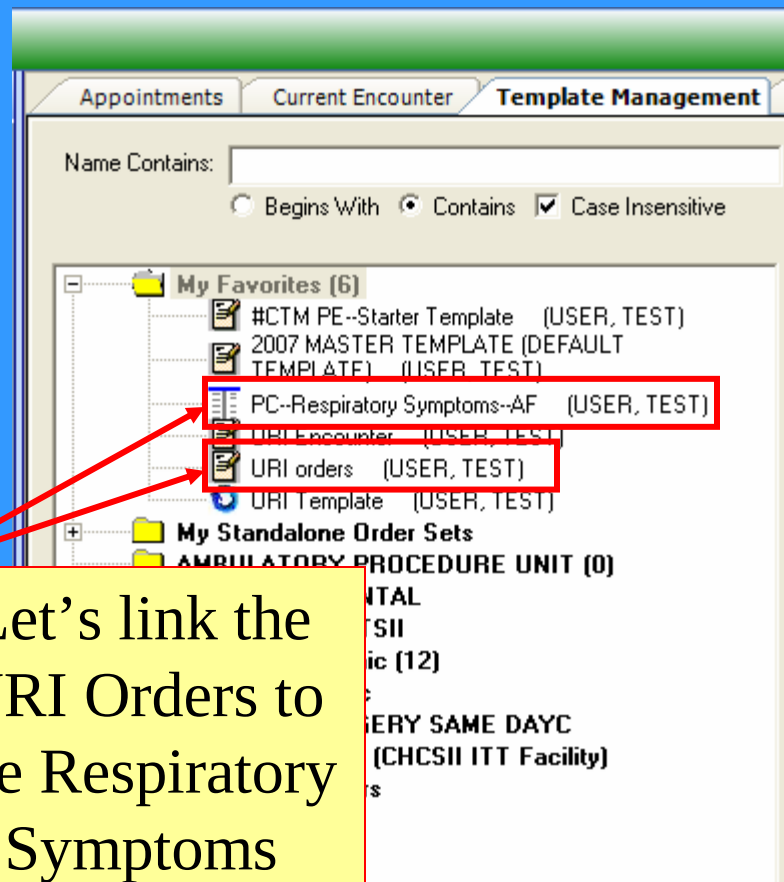


Linking Templates

A merged template never updates:

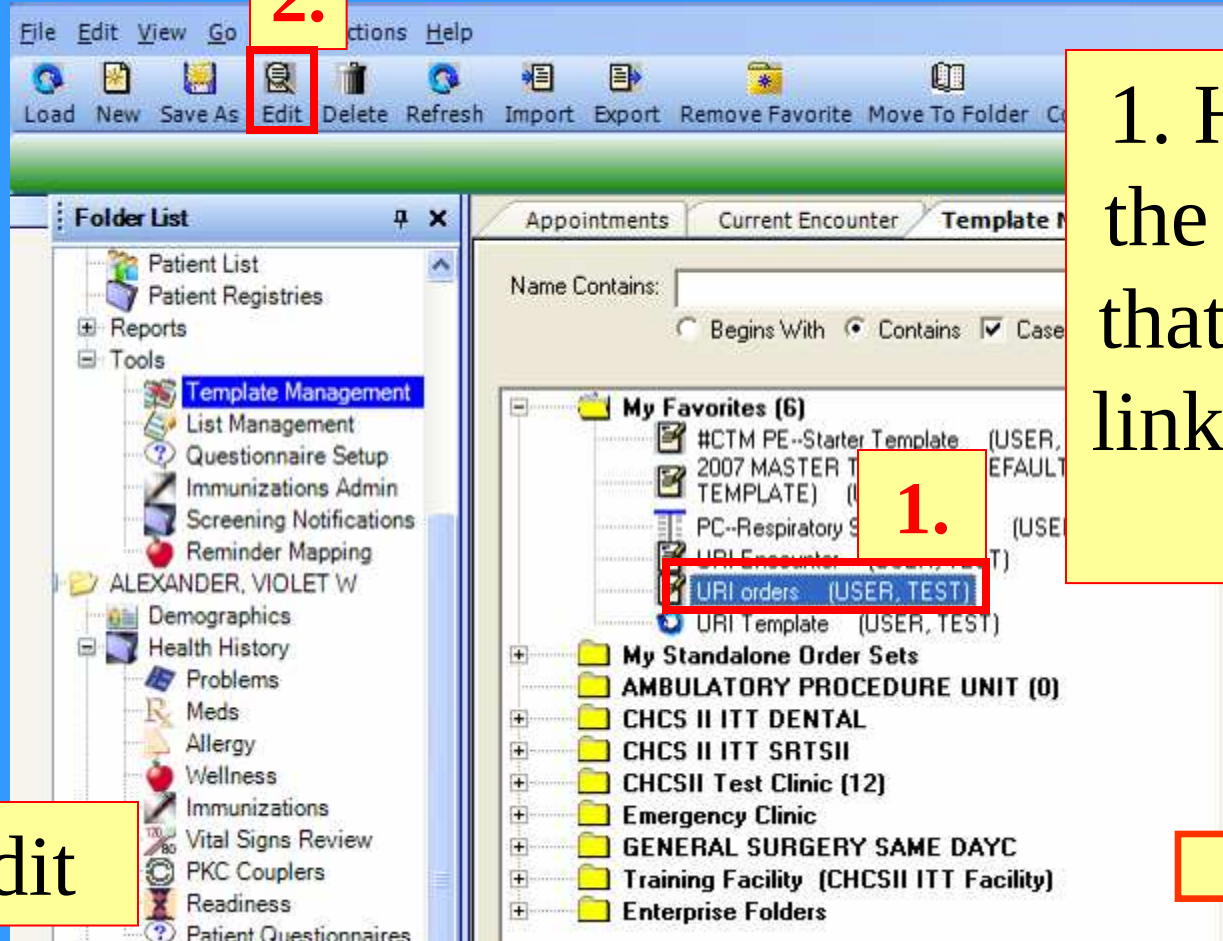
When you link a form or template to a personal template, when loaded you will always see the most recent version of the linked item

Let's link the
URI Orders to
the Respiratory
Symptoms
form



Linking Templates

2.



1. Highlight the template that you will link the form to

2. Edit

Next Slide

Linking Templates

6. Save Save As Drawing Cancel Close

6.

3.

3. Templates

4.

4. My Favorites (6)

- #CTM PE-Starter Template (USER, TEST)
- 2007 MASTER TEMPLATE (DEFAULT) (USER, TEST)
- PC-Respiratory Symptoms-AF (USER, TEST)**
- URI Encounter (USER, TEST)
- URI orders (USER, TEST)
- URI Template (USER, TEST)

My Standalone Order Sets

- AMBULATORY PROCEDURE UNIT (0)
- CHCS II ITT DENTAL
- CHCS II ITT SRTSII
- CHCSII Test Clinic (12)
- Emergency Clinic
- GENERAL SURGERY SAME DAYC
- Training Facility (CHCSII ITT Facility)
- Enterprise Folders

Preview Unlink Link

5.

5. Link

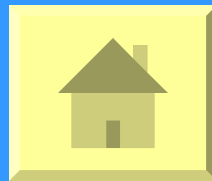
Template Preview: URI orders (USER, TEST)

Linked Templates

- PC-Respiratory Symptoms-AF**
- History of present illness
- Review of systems
- History
- Physical findings
- Tests
- Diagnoses
- Procedures
- Orders
- Other Templates
- Images

Can see that it was linked

Standalone Order Sets

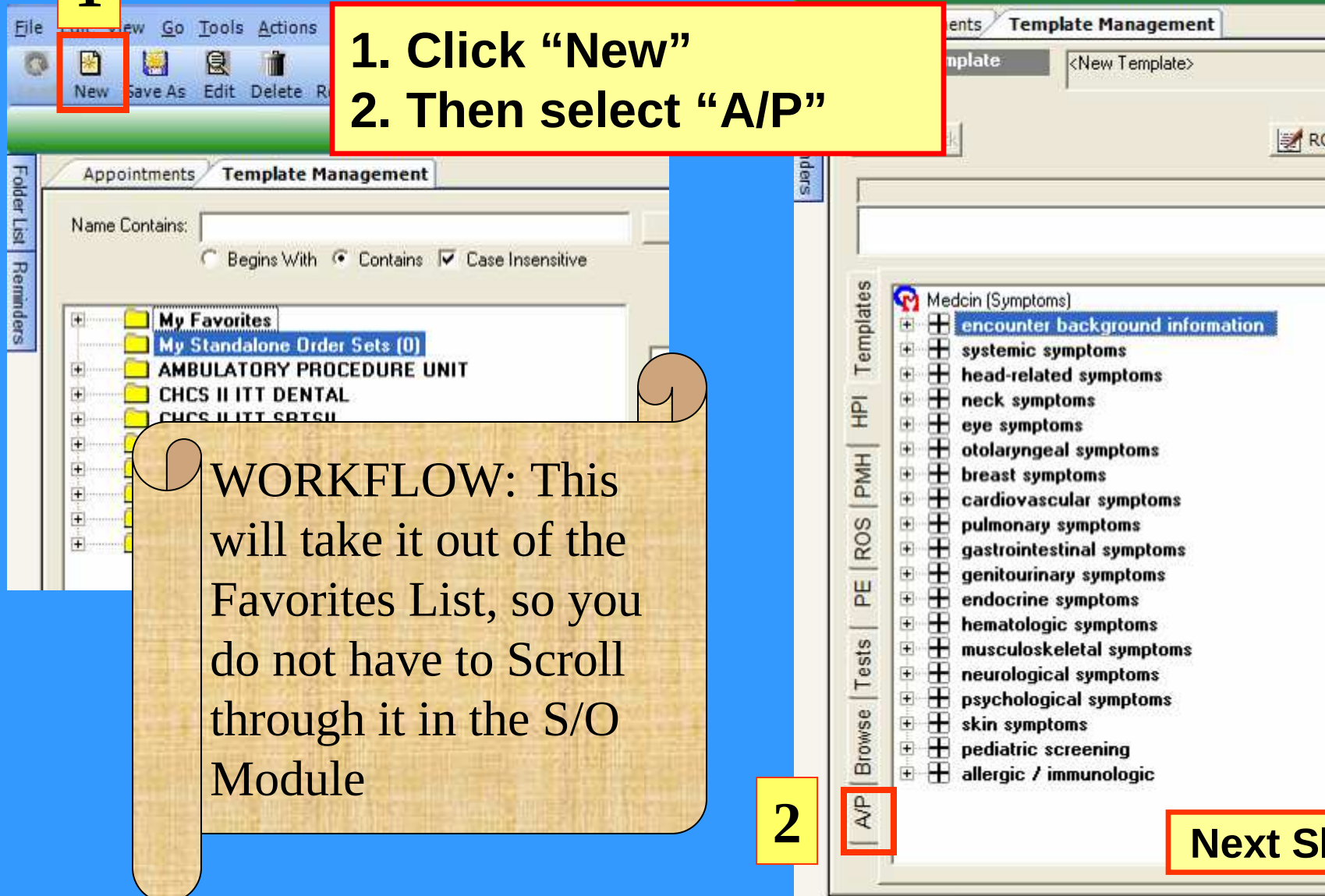


Standalone Order Sets

How to Create Standalone Order Sets

1

1. Click "New"
2. Then select "A/P"



WORKFLOW: This will take it out of the Favorites List, so you do not have to Scroll through it in the S/O Module

2**Next Slide**

Standalone Order Sets

Add all the Orders desired here:

Hint: You can customize the order just as if you were
in an encounter

The screenshot shows a medical software interface for creating standalone order sets. The interface is divided into several sections:

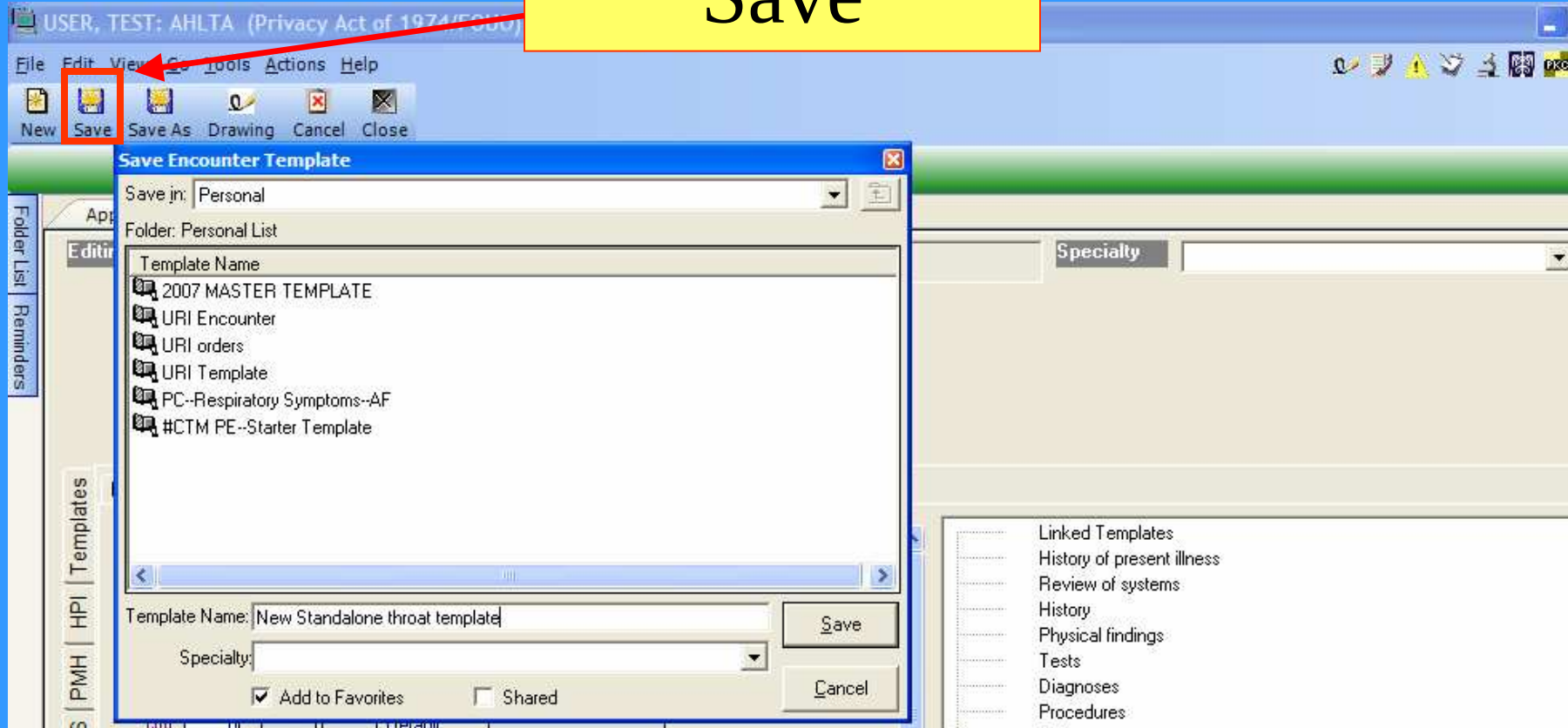
- Navigation Tabs:** Located at the top, including Diagnosis, Procedure, Order Consults, Order Lab, Order Rad, Order Med, Other Therapies, Templates, HPI, PMH, ROS, PE, Tests, Browse, and A/P.
- Search and Item Selection:** A search bar with "MOTRIN" entered, and a dropdown menu showing "IBUPROFEN (MOTRIN) 800MG (U/D)--PO 800MG".
- Order Details:** Fields for SIG (T1 tab po tid), Qty (20), Refills (0), Max, Days Supply, Default Unit, and a checkbox for Child-Resistant Cap.
- Comments:** A text area for optional comments.
- Right-hand Pane:** A list of linked templates and orders, including History of present illness, Review of systems, History, Physical findings, Tests, Diagnoses, Procedures, Orders, (lab) Cbc w/o Diff, (lab) Throat Culture, Other Therapies, and Images.

A red arrow points from the "Add" button at the bottom right to the "Orders" section in the right-hand pane. The "A/P" tab in the sidebar is also highlighted with a red box.

Next Slide

Standalone Order Sets

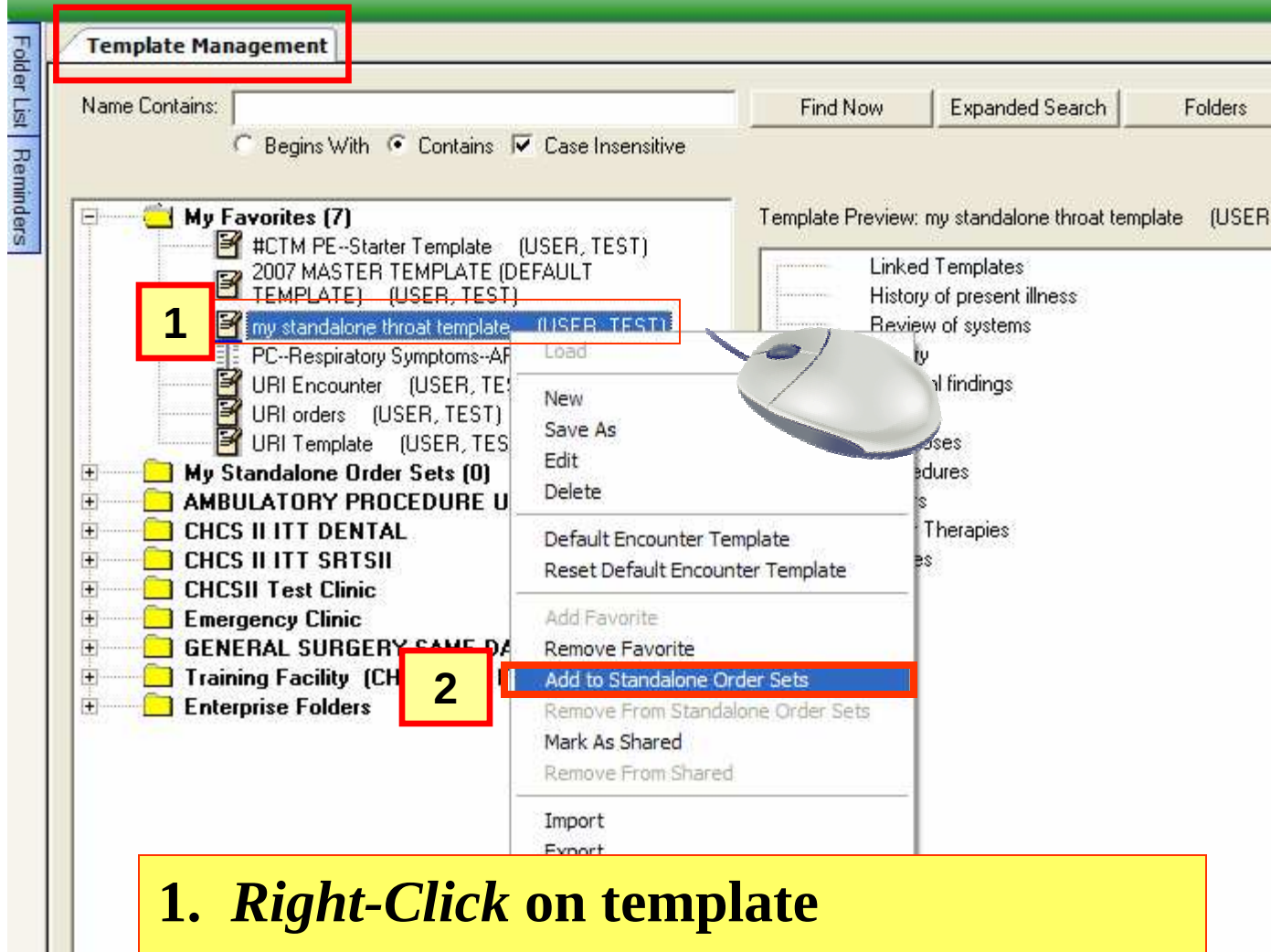
Save



After saving, go back to the Template Management Module to find the saved template in the “My Favorites” folder

Next Slide

Standalone Order Sets



1. *Right-Click* on template

2. Select “Add to Standalone Order Sets”

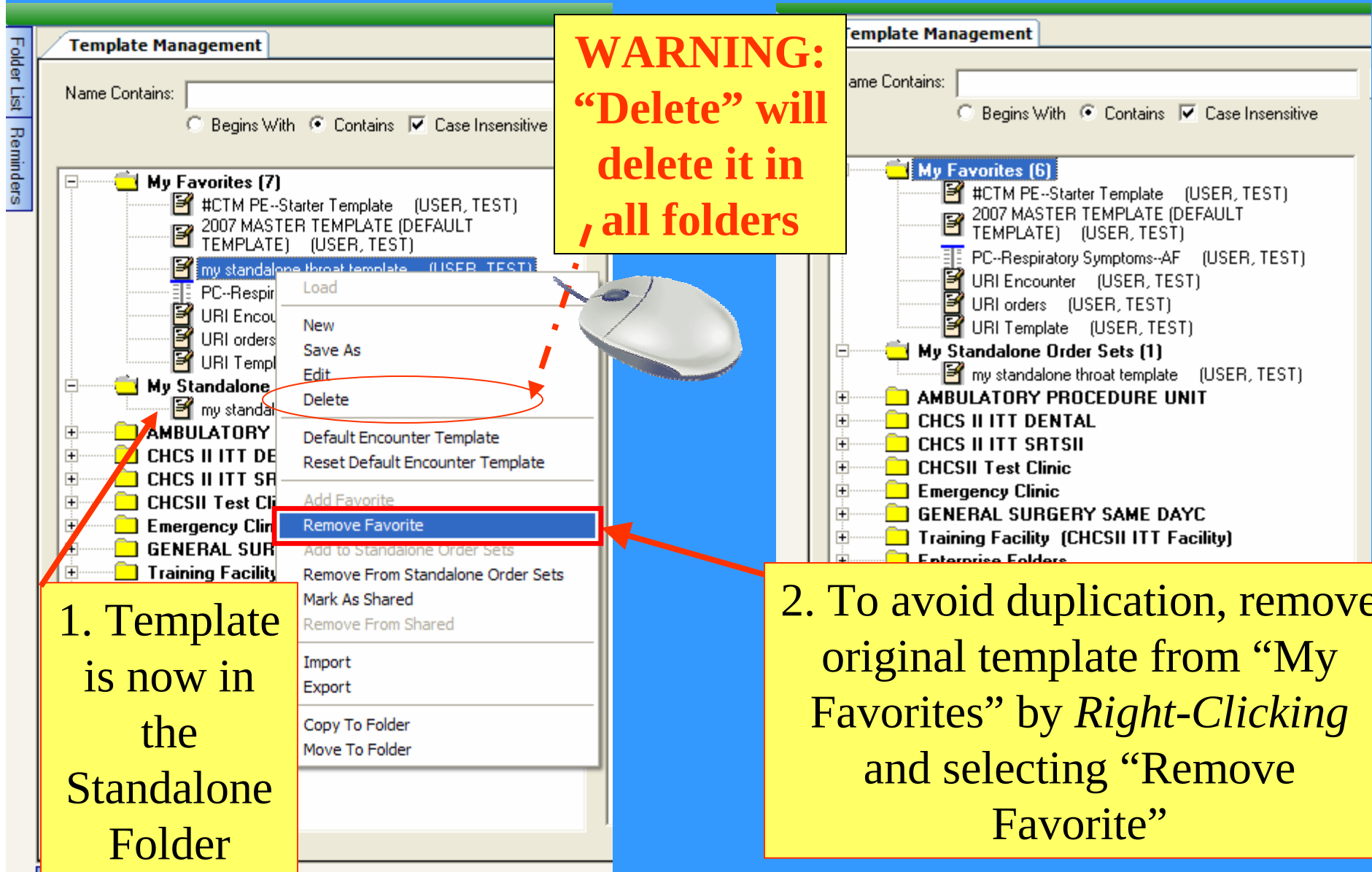
Next Slide

Standalone Order Sets

WARNING:
“Delete” will
delete it in
, all folders

1. Template
is now in
the
Standalone
Folder

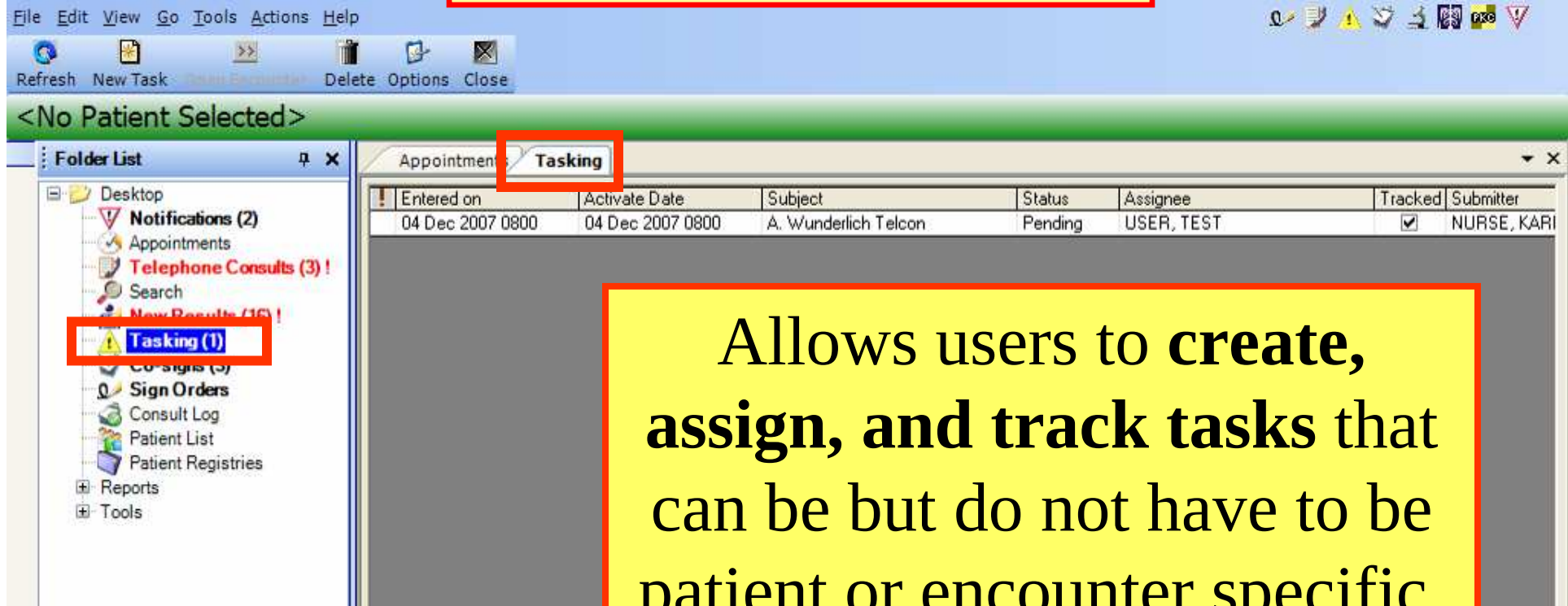
2. To avoid duplication, remove
original template from “My
Favorites” by *Right-Clicking*
and selecting “Remove
Favorite”



Tasking Module



Tasking Module



*Available in
Fail-over Mode*

Allows users to **create, assign, and track tasks** that can be but do not have to be patient or encounter specific. Note: This is a medically specific email/sticky note system.

Tasking Module

File Edit View Go Tools Actions Help

Refresh New Task Delete Options Close

WUNDERLICH, ANNA W 30/818-11-8118 26yo F FM: 2LT DOB:05 Dec 1981

Folder List

- Desktop
- Notifications (2)
- Appointments

Appointments Tasking

Entered on	Activate Date	Subject	Status	Assignee	Tracked	Submitter
04 Dec 2007 0800	04 Dec 2007 0800	A. Wunderlich Telcon	Pending	USER, TEST	☒	NURSE, KAR

Let's explore some of the fields starting with "Assignee"

This is what displays when clicking on above task

Subject

A. Wunderlich Telcon

Note History

USER, TEST @ 04 Dec 2007 08:00: EDT
Please place order for patient to pick up at pharmacy.

New Note

Append this Note to associated Encounter Note

Assignee

USER, TEST

Patient

WUNDERLICH, ANNA

Encounter

Parameters

Priority: None Status: Pending

Activate Date: 04 Dec 2007

☒ Track this item

☐ Complete

Save Cancel

Next Slide

USER, TEST in CHCSII Test Clinic at CHCSII ITT Facility

Assignees in the Tasking Module

(Assignee = Who the task goes to)

The screenshot displays the 'Tasking Module' interface. At the top, the 'Subject' field contains 'A. Wunderlich Telcon'. Below it, the 'Note History' section shows a note from 'USER, TEST @ 04 Dec 2007 08:00 EDT' with the text 'Please place order for patient to pick up at pharmacy.' To the right, the 'Assignee' dropdown menu is open, showing a list of users: 'USER, TEST', 'NURSE, KAREN', 'USER, TEST', and 'DOCTOR, DAVID'. A red box highlights the '...' button next to the dropdown, with an arrow pointing to a yellow oval callout. The 'Clinician Search' dialog box is also open, showing search criteria: 'Name' (empty), 'Facility' (CHCSII ITT Facility), and 'Clinic' (All). A list of clinics is displayed, including 'AMBULATORY PROCEDURE UNIT', 'CHCS II ITT DENTAL', 'CHCS II ITT SRTSII', 'CHCSII Test Clinic', 'Emergency Clinic', 'ENDOCRINOLOGY CLINIC', and 'FAMILY PRACTICE CLINIC'. A red box highlights the 'Find' button at the bottom of the dialog, with an arrow pointing to a yellow rectangular callout. Another red box highlights the 'Facility' dropdown, with an arrow pointing to the same yellow rectangular callout.

Subject: A. Wunderlich Telcon

Note History: USER, TEST @ 04 Dec 2007 08:00 EDT
Please place order for patient to pick up at pharmacy.

Assignee: USER, TEST
NURSE, KAREN
USER, TEST
DOCTOR, DAVID

Clinician Search

Search Criteria

Name:

Facility: CHCSII ITT Facility

☐ Find only clinicians who have login accounts on this system.

Clinic: All

Clinicians Matching Search Criteria

AMBULATORY PROCEDURE UNIT
CHCS II ITT DENTAL
CHCS II ITT SRTSII
CHCSII Test Clinic
Emergency Clinic
ENDOCRINOLOGY CLINIC
FAMILY PRACTICE CLINIC

Find Select Clear Cancel

Clicking here
will bring up
“**Clinician
Search**”
Box

*Notice the many
ways to search for
an assignee for the
task*

Assignees in the Tasking Module

Clicking
here will
bring up this
**“Patient
Search”**
Box

The screenshot shows the 'Assignees in the Tasking Module' interface. The 'Assignee' dropdown is set to 'USER, TEST'. The 'Patient' dropdown is set to 'WUNDERLICH, ANNA'. A red arrow points from the 'Patient' dropdown to the 'Patient Search' dialog box. The 'Patient Search' dialog box is open, showing search criteria: Quick Search, Last Name, First Name, DOB, UIC, SSN, FMP, Sponsor SSN, and Sex. The 'Find' button is highlighted. The 'Patient Search' dialog box also includes buttons for 'New Search', 'All Patients', 'Patient Details', and 'Search CHCS'. A checkbox labeled 'Find only patients enrolled in this facility.' is checked. The 'OK' and 'Cancel' buttons are at the bottom of the dialog box.

**Remember- tasks are
not limited to patients
with encounters only**

Encounters in the Tasking Module

Clicking here
will bring up a
list of
Encounters to
choose from

Subject
A. Wunderlich Telcon

Note History
USER, TEST @ 04 Dec 2007 08:00
Please place order for patient

Assignee
USER, TEST

Patient
WUNDERLICH, ANNA

Encounter

Parameters
Priority: None, Status: Pending, Activate Date: 04 Dec 2007

Encounters

03 Dec 2007 1704 EST
08 Nov 2007 1212 EST
04 Nov 2007 2000 EST

OK Cancel

These are related to
"ANNA WUNDERLICH"
above

Tasking Module Overview

The screenshot displays the 'Tasking' module interface. At the top, there is a tabbed view with 'Appointments' and 'Tasking'. Below the tabs is a table with the following data:

Entered on	Activate Date	Subject	Status	Assignee	Tracked	Submitter
04 Dec 2007 0800	04 Dec 2007 0800	A. Wunderlich Telcon	Pending	USER, TEST	☒	NURSE, KARL

Below the table, the 'Subject' field is populated with 'A. Wunderlich Telcon'. The 'Assignee' field is set to 'USER, TEST'. A red box highlights the 'Patient' and 'Encounter' fields, which are set to 'WUNDERLICH, ANNA' and '11/4/2007 8:00:00 PM' respectively. Below these, the 'Parameters' section includes 'Priority' (None), 'Status' (Pending), 'Activate Date' (04 Dec 2007), and a 'Private' checkbox. At the bottom, there are checkboxes for 'Track this item' (checked) and 'Complete'. A red box highlights the checkbox 'Append this Note to associated Encounter Note' at the bottom left. A red arrow points from the text 'is now available to check' to this checkbox. At the bottom right, there are 'Save' and 'Cancel' buttons.

Note that when a patient and encounter are selected, this option is now available to check

Must check this box for the information to be entered into the Note

Tasking Module Overview

Clicking here will reveal this
“Tasking Search Selections”
Box

The screenshot shows a software interface with a menu bar (File, Tools, Actions, Help) and a toolbar. A red circle highlights the 'Options' icon in the toolbar, with an arrow pointing to a yellow callout box. Below the toolbar, a 'Tasking' tab is active. A red rectangle highlights the 'Tasking Search Selections' window title bar. The window itself has a 'Personnel' list on the right and a 'Clinics' list on the left. The 'Assignees' section has three radio buttons: 'Me' (selected), 'All for this Clinic(s)', and 'Selected Personnel'. The 'Activate Date' section has three radio buttons: 'Currently Active' (selected), 'One Date' (with a date picker set to 09 Dec 2007), and 'Date Range' (with start and end date pickers). The 'Filter Options' section has several checkboxes: 'Any Priority' (checked), 'Any Status' (unchecked), '(None)' (checked), 'High' (checked), 'Low' (checked), 'Pending' (checked), 'In Progress' (checked), 'Completed' (unchecked), and 'My Tracked Items' (checked). At the bottom are buttons for 'Set Column Order as Defaults', 'Restore Column Order Defaults', 'Set Selections as Default', 'OK', and 'Cancel'.

Assignees

- ☒ Me
- ☐ All for this Clinic(s)
- ☐ Selected Personnel

Clinics

- ☐ AMBULATORY PROCEDURE UNIT (APCU-AMBULATORY PR
- ☐ CHCS II ITT DENTAL (CAA-DENTAL CARE)
- ☐ CHCS II ITT SRTSII (HC2T-CHCSII-T)
- ☐ CHCSII Test Clinic (HC2T-CHCSII-T)
- ☐ Emergency Clinic (BIAQ-URGENT CARE UNIT SB)
- ☐ GENERAL SURGERY SAME DAYC (HC2T-CHCSII-T)

Personnel

Activate Date

- ☒ Currently Active
- ☐ One Date: 09 Dec 2007
- ☐ Date Range: 09 Dec 2007 Thru 09 Dec 2007

Filter Options

- ☒ Any Priority
 - ☒ (None)
 - ☒ High
 - ☒ Low
- ☐ Any Status
 - ☒ Pending
 - ☒ In Progress
 - ☐ Completed
- ☒ My Tracked Items

Set Column Order as Defaults Restore Column Order Defaults Set Selections as Default OK Cancel

Note how this
can help sort
tasks

Tasking Module Overview

So, what is this task?

File Edit View Go Tools Actions Help

Refresh New Task Open Encounter Delete Opti

WUNDERLICH, ANNA W 30/818-11-8118 26yo F FM: 2LT DOB:05 Dec 1981

Reminders Folder List

Appointments **Tasking**

Entered on	Activate Date	Subject	Status	Assignee	Tracker	Submitter	Patient
04 Dec 2007 0800	04 Dec 2007 0800	A. Wunderlich Telcon	Pending	USER, TEST	☒	NURSE, KAREN	WUNDERLICH, ANNA

Subject: A. Wunderlich

Note History: USER, TEST Please place

New Note

Append this Note to associated

Assignee: USER, TEST

Patient: WUNDERLICH, ANNA

Encounter: 11/4/2007 8:00:00 PM

Parameters:

Priority: None Status: Pending

Activate Date: 04 Dec 2007 ☐ Private

☒ Track this item ☐ Complete

Save Cancel

“Karen Nurse”
started a New Task in
regards to **“A.
Wunderlich’s” T-con**

It was assigned to
Dr Test User asking
him to
“Please...pharmacy”

Tasking Module Overview

Responding with a New Note

WUNDERLICH, ANNA W 30/818-11-8118 26yo F FM: 2LT DOB:05 Dec 1981

Appointments Tasking

Entered on	Activate Date	Subject	Status	Assignee	Tracked	Submitter	Patient
04 Dec 2007 0800	04 Dec 2007 0800	A. Wunderlich Telcon	Pending	USER, TEST	☒	NURSE, KAREN	WUNDERLICH, ANN.

1. Enter the note
2. Check "Append...Note" if you want this text to be added to the listed encounter
3. Save

1

New Note

will refill med

2

☒ Append this Note to associated Encounter Note

3

Save

Cancel

Next Slide

Tasking Module Overview

The screenshot shows a 'Sign Appended Note' dialog box. A red box highlights the text 'will refill med' in the top-left corner. A red arrow points from this box to a large yellow box containing the text 'Signing the note should enter the information into the encounter cited'. Another red arrow points from the bottom of this yellow box to a red box highlighting the 'Sign' button in the bottom-right corner. The dialog box also features a password field, an 'Auto-Print' checkbox, a 'Taxonomy' dropdown, a 'Sensitive' checkbox, and a 'Cancel' button. A status bar at the bottom indicates 'Final workload will be set to: Non-count'.

Sign Appended Note

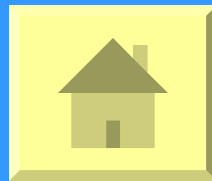
will refill med

Signing the note should enter the information into the encounter cited

Enter Your Password: ☐ Auto-Print Taxonomy ☐ Sensitive

Final workload will be set to: Non-count

Creating New Tasks



Creating New Tasks

1. "New Task"
2. No (want to use different pt)
3. Find pt and click "OK"

1

2

3

Next Slide

New Tasking with patient

Do you want to associate selected patient with new tasking?

Yes No

Patient Search

Quick Search: SSN: Find

Last Name: alexander FMP: New Search

First Name: violet Sponsor SSN:

DOB: Sex: All Patients

UIC: Patient Details

☒ Find only patients enrolled in this facility. Search CHCS

Patient Name	SSN	FMP/Sponsor SSN	DOB	Sex	Home Phone	Work Phone
ALEXANDER, VIOLET W	202-45-5743	20-202-45-5743	01/25/1962	F	(123)-333-3333	(123)-

OK Cancel

Creating New Tasks

The screenshot shows a software interface for creating new tasks. The interface is divided into several sections:

- Subject:** A text field containing "follow up appt".
- Note History:** A large empty text area.
- New Note:** A text field containing "please book a follow up appt for patient".
- Append this Note to associated Encounter Note:** A checked checkbox.
- Assignee:** A dropdown menu showing "USER, TEST".
- Patient:** A dropdown menu showing "ALEXANDER, VIOLET W".
- Encounter:** A dropdown menu showing "9/3/2007 8:00:00 AM".
- Parameters:** A section containing:
 - Priority:** A dropdown menu showing "None".
 - Status:** A dropdown menu showing "Pending".
 - Activate Date:** A dropdown menu showing "09 Dec 2007".
 - Private:** An unchecked checkbox.
 - Track this item:** A checked checkbox.
 - Complete:** An unchecked checkbox.
- Buttons:** "Save" and "Cancel" buttons at the bottom right.

1. Fill in all areas (except "Note History")
2. Don't forget to select an "Assignee" (as it is now, the current user is sending the task to his/her self)
3. Save and Sign*

***Cannot sign notes in CTS/ATS- cannot show outcome**

Tips to Speed-up AHLTA

- Do not run other programs even music while in clinic.
- Limit logged on user to 4 in a multiple user PC situation.
- Set monitor to best performance
- Make sure that you are only mapped to clinics that you work in.
- Have your virtual memory setting set to a minimum of 3500 and a maximum of 3800. (Your IMD shop may need to do this for you.)
- If your facility does not automatically turn every PC on and off at night, log off and hit restart as you are leaving.
- Under internet options, occasionally delete internet folders and cookies on your personal PC.



Other web resources for AHLTA Information/How-To's

- Uniformed Services Academy of Family Physicians (USAFP): www.usafp.org/AHLTA-Information-FAQs.html
 - AHLTA 2-minute Pearls: www.usafp.org/AHLTA-Information-FAQs.html#Pearls
- AMEDD AHLTA Homepage
 - <https://www.us.army.mil/suite/page/406> (AKO password required)
- AHLTA Video Tutorials
 - <http://www-nmcp.mar.med.navy.mil/AHLTA/AHLTA%20Training%20Tools/index.html>
- DoD Dragon NaturallySpeaking resource:
www.nuance.com/mhs/

