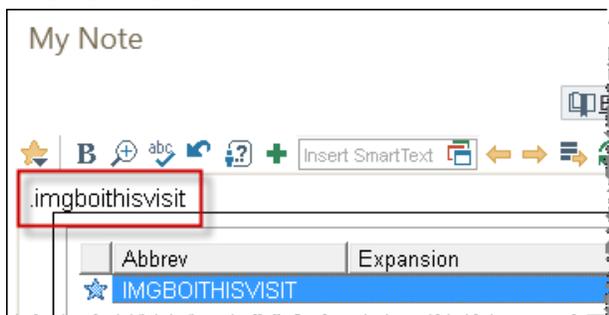


# EPIC PHYSICIAN CONNECT

July 19 Ambulatory Go-Live | July 26, 2016

## Pulling Imaging Reports into Your Note

- To pull the imaging report you dictated/documentated into your progress note, use the following **SmartLink**:  
**.IMGBOITHISVISIT**

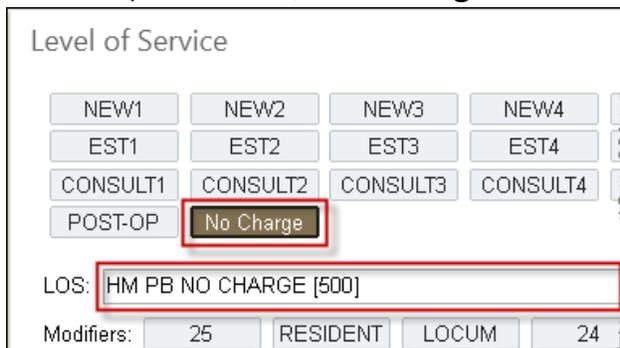


## Adding a No Charge Level of Service

- To enter a “no charge” LOS for a visit, enter **500** in the **LOS** field (**Wrap-Up > LOS**)
- If you’d like to add a “no charge” speed button in the **LOS** section:
  - Click the **wrench** icon on the far right side (*you may need to maximize your screen or close the sidebar to see the wrench icon*)

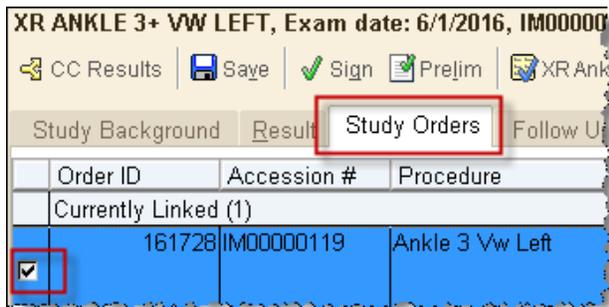


- Hover over an empty button and click **Add**
  - In the **Caption** field, give the button a name (e.g., No Charge)
  - In the **Level of service** field, enter **500**
  - Click **Accept** to create the new speed button
  - Click **Accept** to confirm this edit and leave edit mode
- From this point forward, the **No Charge** button is available for selection when needed



## Link Multiple Back Office Imaging Studies to a Single Result

- To link multiple BOI studies to a single result, access your **Reading Work List** and either *double*-click on one of the studies or *single*-click on it and click **Study Review**
- Click the **Study Orders** tab and select the check box in the row of each study you wish to link



- Document your clinical impression on the **Result** tab and click **Sign** when you're finished
- To view this single result, which was documented for each linked study, access the patient's chart and go to **Chart Review > Imaging** and select the desired exams. Your documentation will be visible in the **Study Result** section of each study report

## Filter Your Reading Work List for Efficiency

- Create a filter to narrow the list of imaging studies on your **Reading Work List** to only those for which you're the ordering provider
- To get started, access your **Reading Work List** and click **Views > Settings** and select the **Filter** tab
- View the [Filtering the Reading Work List by Ordering Provider](#) tip sheet for details

## ProcDoc Video: Your Questions Answered

- If you're a provider in Orthopedics, Sports Medicine, Rheumatology, Obstetrics and Gynecology or Podiatry see the new video that shows the complete ProcDoc workflow in action, from initial documentation to charging automation
- To view the video, visit: <http://epic.houstonmethodist.org/procdoc/>

## Speed Up Your Documentation with SmartLinks

- Did you know entering **.psh** pulls a patient's past surgical history into your note?
- Review the [Outpatient Physician Useful SmartLinks tip sheet](#) for a variety of **SmartLinks** that can save you time as you document

## Reminder: Charges for POCTs Don't Drop Until Results Are Finalized

- In order for POCT charges to drop, clinical staff must navigate to the **Enter/Edit Results** activity, select the test, click **Edit**, enter the required information and change the result **Status** to **Final result**
- You can check on the status of these tests. Click the **More** button (located at the bottom of the **Activity Tab List**) and select **Enter/Edit Results** to view a list of these tests, along with order and result details

No.	Test	Code Type	Order Date	Auth. MD	Order Status	Result Status	Result Date	Comp	Priority
1100832	POC GLUCOSE [POC10]	Custom	3/25/2016	ACHILLES, REIL	Ordered				Routin
1100831	POC GLUCOSE [POC10]	Custom	3/25/2016	ACHILLES, REIL	Resulted	Final	07/25/2016	Yes	Routin

## Documenting Telephone Encounters: Key Reminders

- To route a telephone/refill encounter to clinical staff, list the individual recipients or pool in the **Routing** section. Then, close the workspace by clicking the **X** on the encounter tab. Closing the workspace routes the message to the desired recipients
- **Note:** *If you're routing the encounter, don't sign it*
- If all documentation is complete and you're the last point of contact for the encounter, select the **Sign Visit** tab
- For details, review the [Document Telephone Encounters More Easily tip sheet](#)

## Reminder: Log Off Your Workstation After Changing Your Houston Methodist Password

- After changing your password, be sure to log off of the workstation and then log back in with your new password
- This ensures your new password is synchronized across all Houston Methodist applications, including Epic

## Questions?

- Ask your onsite ATE support
- Contact the IT Help Desk Physician's Line at 832.667.5555, option 1

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