

Write a Result Note and Release Results to MyChart



Audience: Physicians, Nurses, MAs, Other Clinical Support Staff

Use the updated **Result Note** activity to more efficiently document a patient's results and inform other providers about the patient's results. In one, efficient workflow, you can review the **Results** report and any other information you need from the chart, send a result note to another provider, file a progress note and release results to **MyChart**, while your result note remains open in the sidebar.

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1. Go to **InBasket**, open a **Results** message, and click the **Result Note** button.
2. Use the buttons in the **Results** section of the sidebar to select which orders you want to associate with your note: **All** (all orders), **None** (no orders), **Abnormal** (only orders with abnormal results) or **Unreviewed** (only orders with unreviewed results). You can also select orders individually. The symbols next to each order indicate if:
 - The result has already been released to **MyChart**.
 - The result is scheduled for release to **MyChart**.
 - The result has patient comments in **MyChart**. You can review these comments in the result report.
3. Write your result note using the result report and any additional information you might need from the chart.
 - Add recipients or clear the **Route** check box, if you aren't routing the result note.
 - If necessary, adjust the message's priority.
 - Your note will be filed to the chart with the result. Select the **Also file Progress Note** check box if you also want to file a progress note to the chart. This makes the note appear on the **Notes** tab in **Chart Review**.
4. Add a comment that will appear with the results in **MyChart**. You can select the **Notify if not viewed** check box to set up notifications for yourself (the order's authorizing provider) or a pool if the patient or their proxy doesn't view the result comment in **MyChart**, within a certain number of days. Adjust these by clicking the **blue link**.
5. Click **Accept** to finish your work and return to the **Results** folder in **InBasket**, or select **Apply to Selected** to save your changes and remain in the chart.

Ref Range & Units	7 d ago
Sodium	134.0 - 143.0 mmol/L 137.0
Potassium	3.4 - 4.9 mmol/L 4.1
Chloride	98 - 107 mmol/L 102
Bicarbonate	22 - 32 mmol/L 27
Anion Gap	7 - 14 mmol/L 9
Creatinine	0.6 - 1.2 mg/dL 0.8
Glucose	80 - 110 mg/dL 93

Ref Range & Units	7 d ago	1 mo ago
IRON SER	50 - 175 mcg/dL	56.1

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Update Your Result Note Preferences

Make your **Result Note** workflow more efficient by setting up your default **Result Note** settings. Click the **wrench** to open your preferences.

- Select which subset of orders you typically want your result note to apply to.
- If you frequently send result notes to the same providers, use the **Build My Lists** feature to save recipients in a distribution list that you can quickly pull in. Or, add common recipients or even a pool in the **Enter default recipients** field.
- Select settings for releasing results to **MyChart** and notifications, if the patient or their proxy doesn't view their result comments within a certain number of days.