

NOTES

Comprehensive templates are customizable, so this lesson may not have all the features the template may offer. Such as, the State of Maine does not require utilizing the Subjective tab, Ticklers, or Problem Status tab at this time.

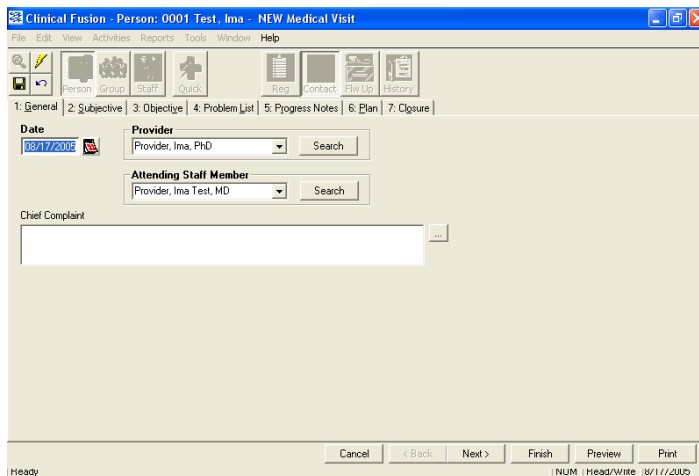
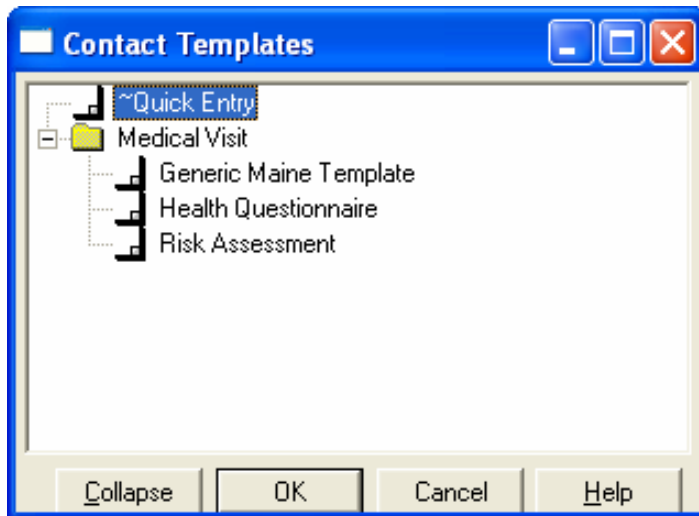
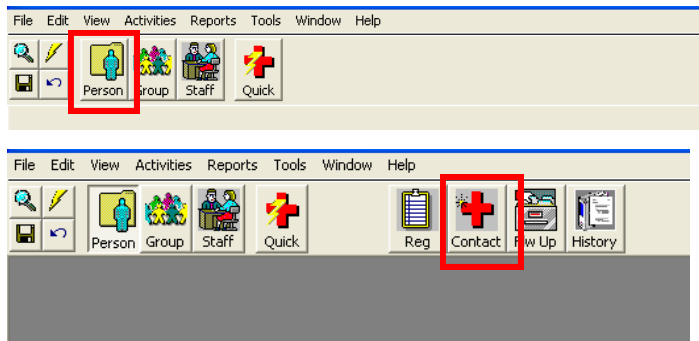
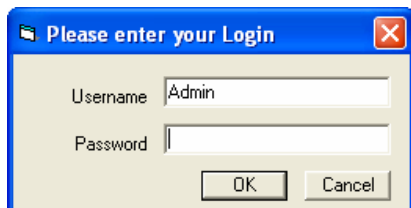
The comprehensiveness of these templates can seem overwhelming at first. Just remember that if you don't need all the parts then don't fill them out.

General Tab

Maine
Required:
A chief complaint must be entered.

LESSON: EXAMPLE OF A COMPREHENSIVE CONTACT TEMPLATE

OBJECTIVE: Know the different types of contacts.



There are standard and customized Contact Templates to choose from.

Exit out of the initial Search screen by either clicking the red X in the upper right hand corner or the Cancel button at the bottom of the screen.

Click the Person Module for that modules Activities to appear.

Click the Contact Activity button. A window will pop up with other choices.

As stated in the left column on this page, contact templates vary from the standard templates that come with the software and customized templates, so what you see here may not be exactly what is displayed in your window.

The risk assessment template is a comprehensive template and custom made for Maine.

The first thing you will notice is that comprehensive templates have a number of tabs.

The General tab has the default date Provider/Attending and always enter a Chief Complaint.

NOTES

Objective Tab

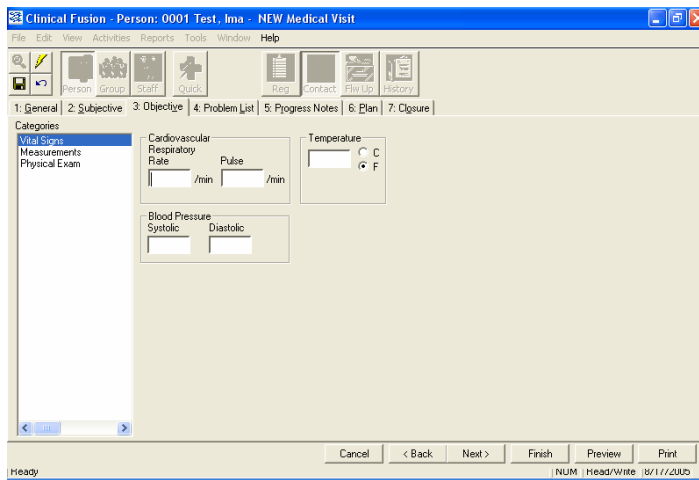
Vital Signs

Measurements

Physical Exam

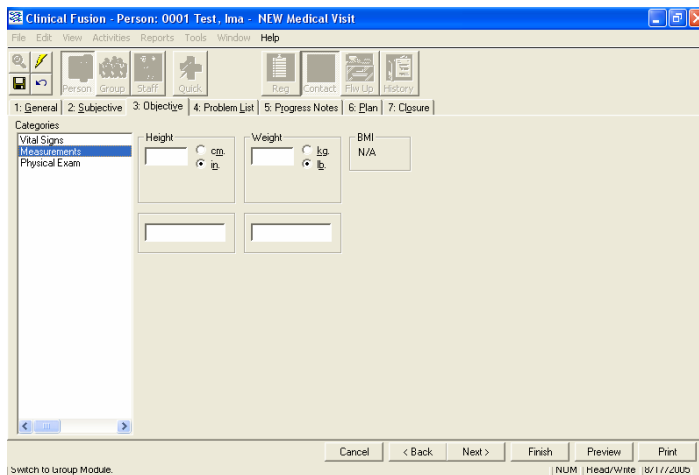
Problem List tab

“Problems” can include allergies, or chronic illnesses (such as Asthma or Epilepsy). You can also stretch your imagination... Maine uses the Problem List to track Biennial Physical exam.



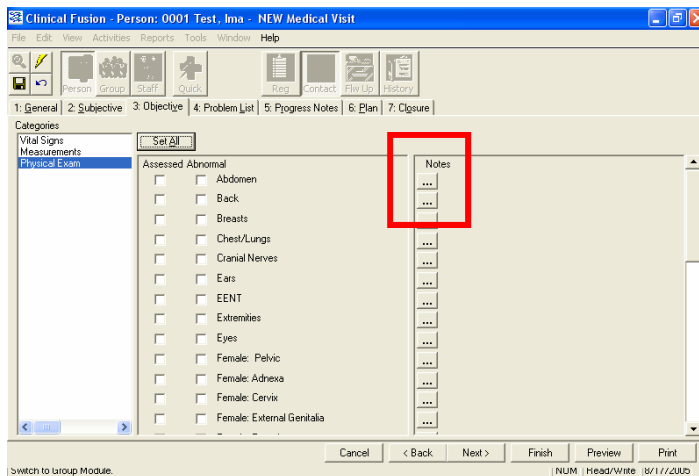
The next tab is the Objective tab. This is where you enter Vital Signs, Measurements, and results of a Physical Exam.

Again, this template is customizable, so your template may not look exactly like this one.



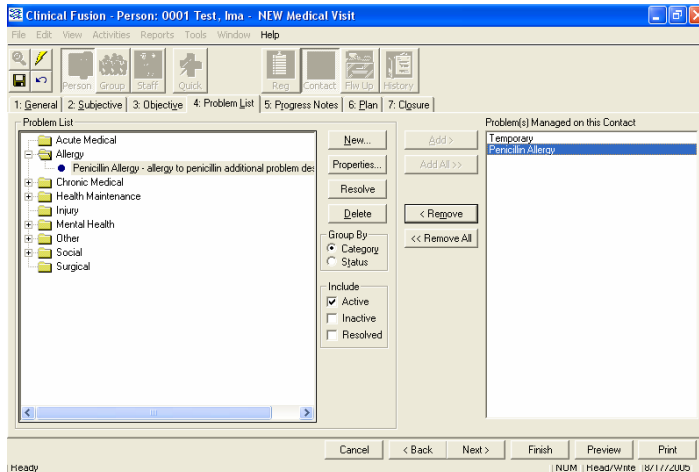
The BMI will appear after entering the student's Height and Weight.

There are two blank fields that maybe customized. For example, Maine has one SBHC that uses one of these boxes for Asthma peak flow measurements.



Check Assessed when an item was reviewed during the physical, then whether the item was Abnormal.

Notes may be added by clicking the box with three dots (these notes boxes have a limit of 255 characters, including spaces).



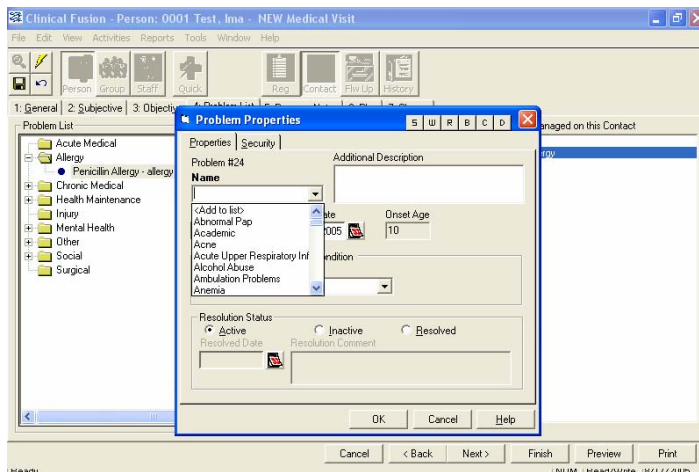
The next tab is the Problem List.

The left side of the screen lists all existing problems. Move the problem you are addressing at this visit from the left to right side of the screen.

Click on the problem on the left side of the screen, either double click the item or use the NEW button.

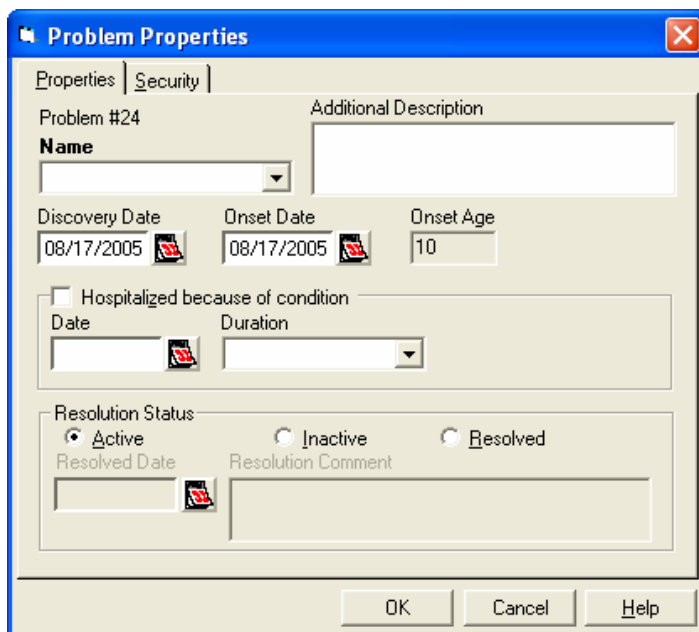
NOTES

Problem List tab, cont.



To add a new problem to the Problem List, click the New button in the center top of the screen

Choose the name of the problem from the existing drop-down list or <Add to list>.

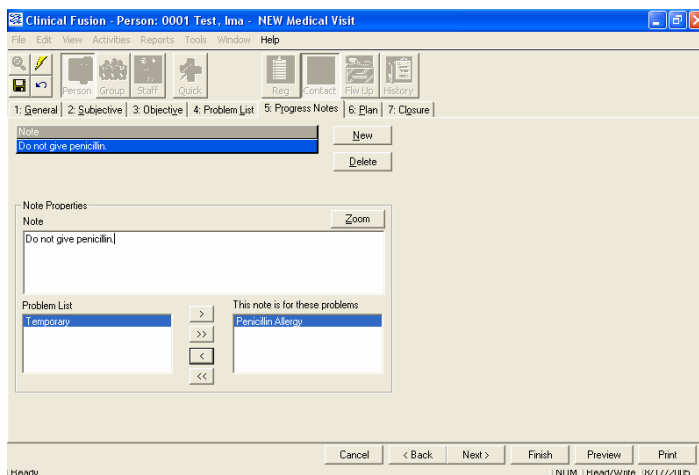


The Discover and Onset dates default to today's date.

You may go back to a problem from the History Activity button. The first tab is the Problem List. You may update a problem's status from Active to Inactive or Resolved with a resolution date.

Click OK when done.

Progress Notes tab



The next tab is Progress Notes.

You may write a note on each problem or the same note on a group of problems.

Move the problem(s) you are writing the note for from the lower left Problem list by either double clicking or using the arrow to move it to the lower right box. Then type your note in the notes field.

You may add another note by clicking the New button in the upper right hand of the screen. Then change the problem(s) in the lower boxes for that note.

NOTES

Plan tab

If the item you are looking for is not in a list, click the Add New button at the bottom, left of the screen. This will add the item to your permanent list.

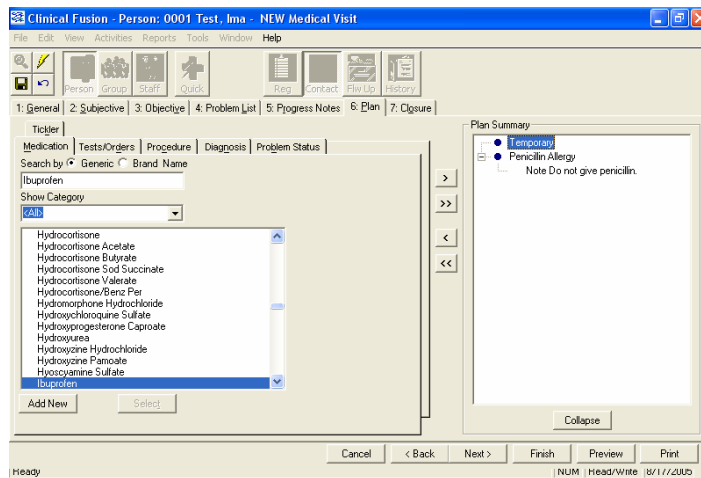
Medication

Tests/Orders [Immunizations]

Procedures

Maine Required:

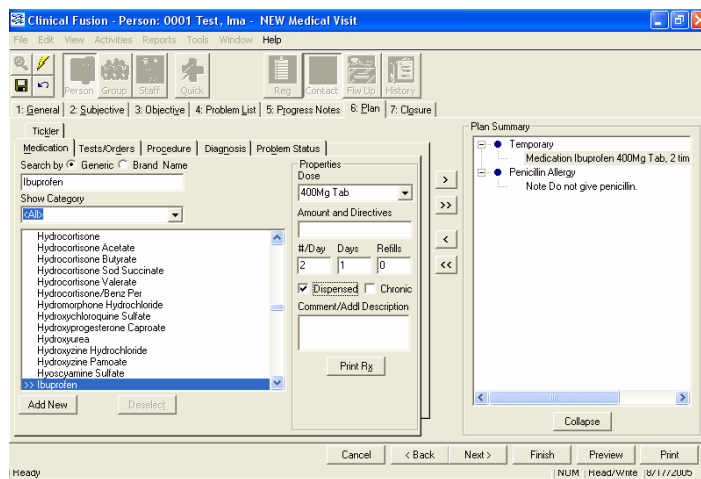
At least one procedure per visit.



The next tab is the Plan tab. You may notice the Plan Summary forming on the right hand of the screen.

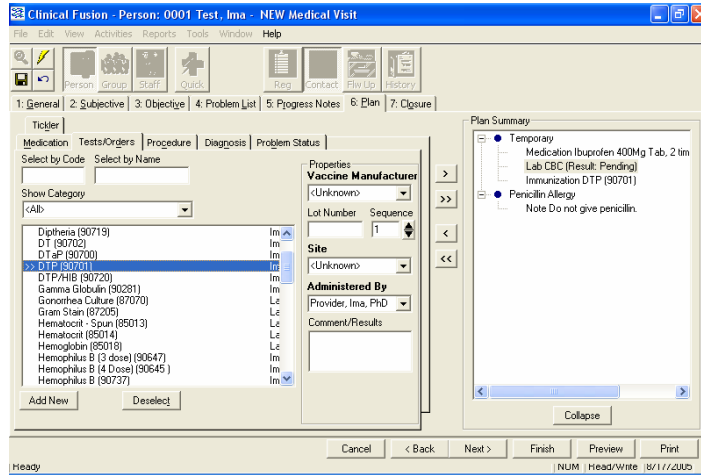
Temporary is a “place holder”.

This screen allows you to choose Medications, Tests/Orders, Procedure, Diagnosis, Problem [Progress] Status, and Tickler.



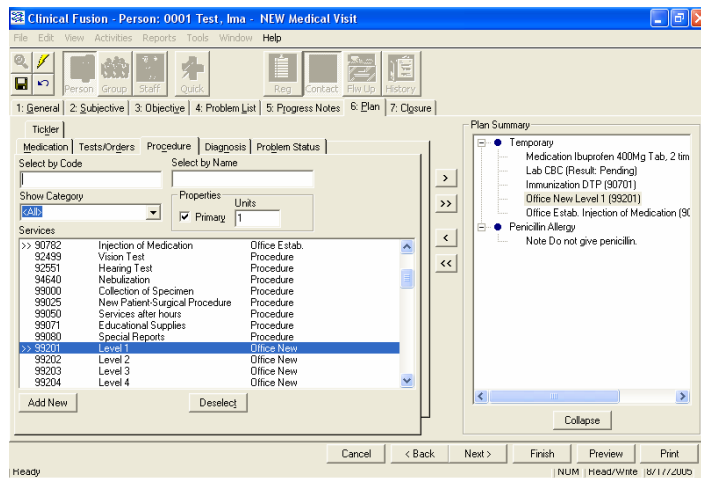
When a medication is chosen other options appear.

Double click the medication or use the arrow button to move it from the left to the Plan Summary on the right.



Again, depending on what you choose will give you additional options.

This example is a DPT immunization: vaccine manufacturer, lot number, sequence, site administered, administered by, comments.



Move the appropriate procedure from the left to the Plan Summary.

Notice, there is a check box for the Primary procedure.

NOTES

Diagnosis

Maine
Required:

At least one diagnosis per visit.

Problem [Progress] Status

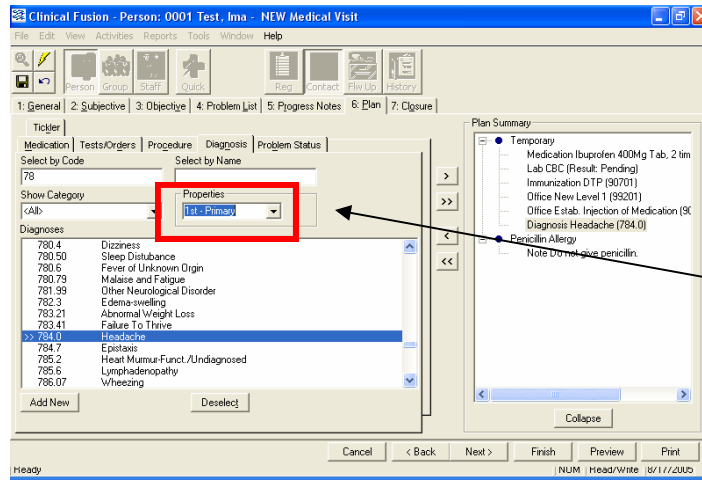
This feature is currently not required in the State of Maine.

Tickler

Appointment

Referral: internal/external
Reminder

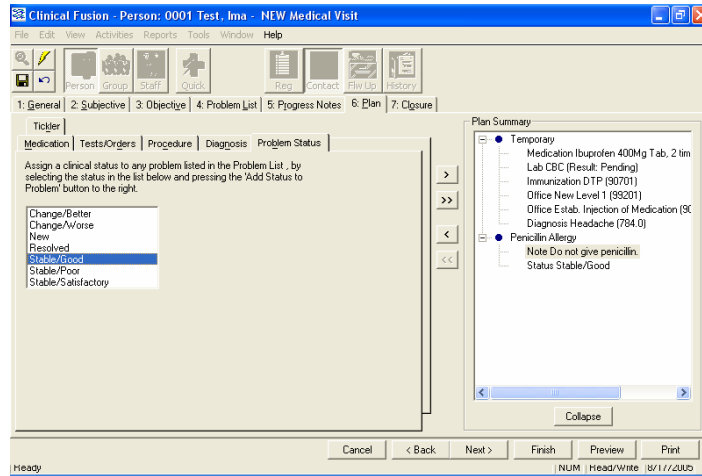
Options in the Type drop-down list may vary depending on which follow-up treatment you choose.



Next is the Diagnosis tab.

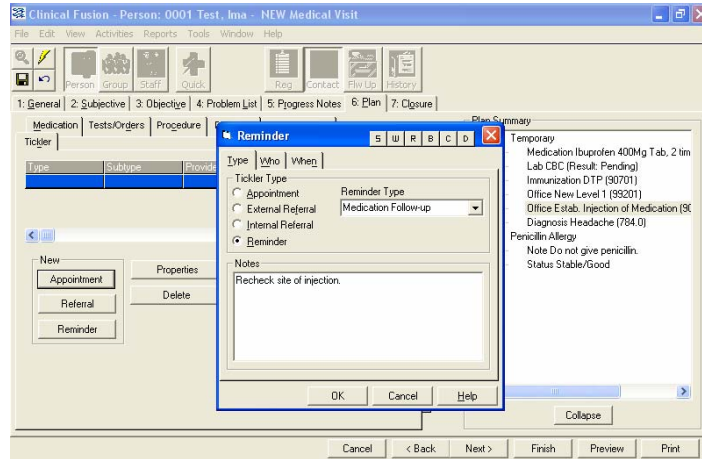
Select the diagnosis then move it from the left to the Plan Summary on the right.

Notice that there is drop-down option list to identify Primary and subsequent diagnosis's.



When a problem is selected from the Problem List, this option will appear.

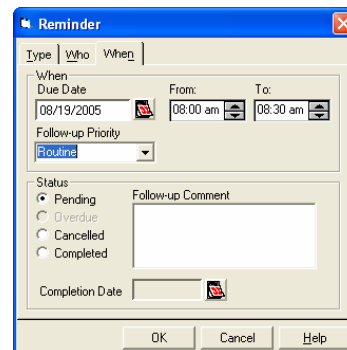
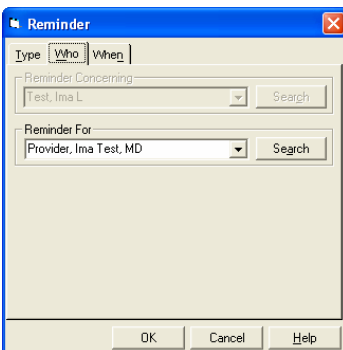
Click on the problem in the Plan Summary, then choose its status from the list at the left by double clicking the item or using the arrow button to move it the Plan Summary for that problem.



The Tickler demonstrates that further treatment is needed.

Click on the issue in the Plan Summary list, click on the Tickler tab, then choose the type of "treatment".

In this example a reminder is chosen to check the site of the shot to make sure there was no reaction to the immunization.



Note on the When tab the Pending, Canceled, Completed, and Completion date.

You must go back through the Followup Activity icon to enter a completion date.

NOTES

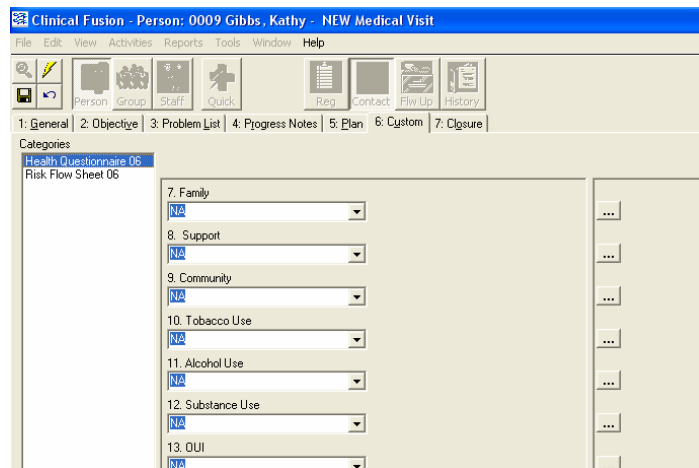
Custom Tab

Health Questionnaire

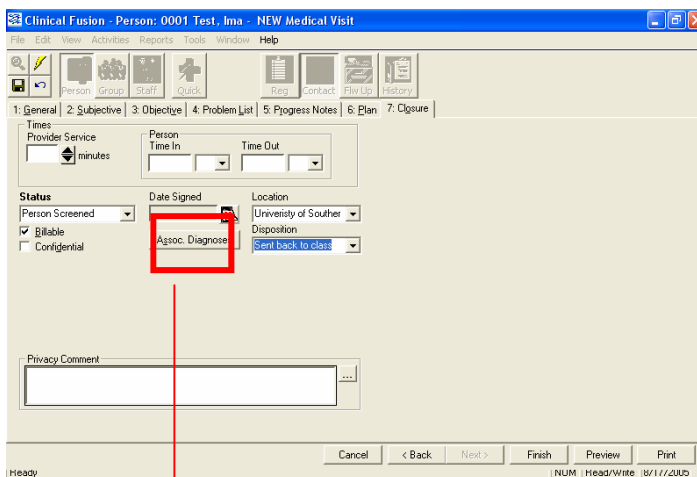
The custom tab is created through CFAdmin. Please call the HelpDesk for assistance in adding/altering this feature.

Closure tab

Modifiers



The Health Questionnaire questions are abbreviated for quick reference. The drop down menu (pick list) provides the choices of Yes, No, and NA (not assessed). NA is the default answer.

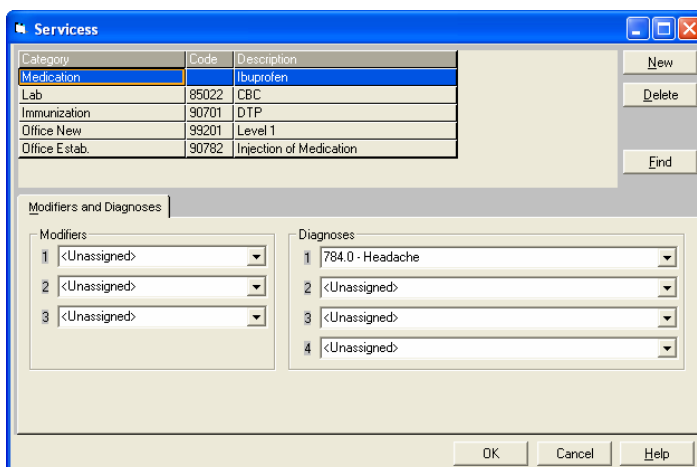


The last tab is the Closure tab.

The status defaults to Person Screened. When the contact is complete, choose Signed.

A new feature for Clinical Fusion 4.3 is the addition of Modifiers.

The list of potential Modifiers are initially entered through CFAdmin's Element Tables.



CLICK FINISH WHEN DONE or YOU WILL LOOSE EVERYTHING!