

## Clinical Cheat Sheet: Version 1.1

First day of eClinicalWorks Version 10 use is scheduled for January 12, 2015. This document is a high level overview of the most significant feature changes and enhancements. The majority of the changes are focused around enhancing current workflows. Several of the windows received cosmetic changes; however, their functionality remains the same or better than in previous versions.

### Chief Complaint, Patient History, Progress Note Features

#### Chief Complaint – Transition of Care Box

The screenshot shows the 'Chief Complaints' window for a patient named 'Test, Y10' on 12/16/2014 at 08:30 AM. The window has tabs for 'Pt. Info', 'Encounter', 'Physical', and 'Hub'. Below the tabs is a toolbar with various icons. A red box highlights the 'Transition of care' checkbox, which is checked. Below the toolbar is a table with columns 'SI No' and 'Complaint'. The table contains one row with '1' in the 'SI No' column and 'c/o stomach ache' in the 'Complaint' column.

A **Transition of Care** checkbox is displayed in both the appointment screen and now in the Chief Complaint section. This should be checked on all patients that have been seen by another provider

**Examples:** Hospital follow-up, ER follow-up, changing of PCP

#### Search Favorites

The screenshot shows the 'Chief Complaints Keywords' window. It has two tabs: 'Complaints' and 'Followup'. The 'Complaints' tab is active. It features a 'Find:' search bar with a star icon. Below the search bar is a list of complaints: 'abdominal pain', 'abnormal barium enema', 'abnormal EKG', 'annual exam', and 'annual visit, no complaints'. Each complaint has a yellow star icon next to it. To the right of the list is a 'Selected Complaints' area. At the bottom of the window are 'OK' and 'Cancel' buttons.

#### Favorites Options are in the Following Sections

- Chief Complaint (using Browse)
- Medical History (using Keyword)
- Surgical History (using Keyword)
- Hospitalization (using Browse)
- ROS

To add a favorite, click the Star icon.



Once it has been saved as a favorite, it will display in yellow. 

#### Structured Data

The screenshot shows the 'BVCAA Teen/Adult' form. It has two tabs: 'Social Info' and 'Options'. The 'Social Info' tab is active. It features a list of structured data fields: 'Smoking', 'Education', 'Drug/Alcohol', 'Tobacco Use other than sm', 'Nutrition', and 'Sexual History'. Each field has a colored 'S' icon next to it: red for mandatory and blue for non-mandatory. A red box highlights the 'Smoking' field.

#### Structured Data Fields

A column has been added in HPI, Examination, Preventive Medicine, Social History, and Procedures to indicate if there is structured data.

**Red S** = Mandatory Structured Data

**Blue S** = Non-Mandatory Structured Data

## Medical History & Surgical History

Past Medical History (TEST, MISSY - 12/16/2014 08:45 AM, ACC)

Pt. Info Encounter Physical Hub

Medical Hx

Keyword ICD PMHx

No	History
1	anemia, iron deficient

### Complete Medical History Using

- **Keywords** - add Medical Hx using the keywords
- **PMHx** - add past medical history on the Medical Hx window

Surgical History (Test, Y10 - 12/16/2014 08:30 AM, F/U) \*

Pt. Info Encounter Physical Hub

Surgical Hx

Keyword CPT Add

Date (Mo/Yr)	Surgery
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### Complete Surgical History Using

- **Keywords** - add surgical Hx using the keywords

## New Family History Window

Family History (Test, Y10 - 12/16/2014 08:30 AM, F/U) \*

Pt. Info Encounter Physical Hub

Copy/Merge Remove Customize Non-Contributory Family History Verified

Members	Status	YOB	Age	Note	Diabetes	Hypertension	Heart Disease	Stroke	Mental Illness	Cancer	Unknown
Father	alive	1952	62	1995	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Daughter(s)					<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Son(s)					<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Spouse					<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mother					<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Paternal Grand					<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Paternal Grand					<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Maternal Grand					<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Maternal Grand					<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Paternal uncle					<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Keywords

Keywords New... Find Selected additional family notes here

Relatives

Father Daughter(s) Son(s) Spouse Mother Paternal Grand Father Paternal Grand Mother Maternal Grand Father Maternal Grand Mother Paternal uncle Paternal aunt Maternal uncle Maternal aunt Siblings Children

### 1. Completed Status of Family member

- Year of Birth (if known)
- Check off chronic illness
  - New Checkboxes Added for the Following Conditions:** Diabetes, Hypertension, Heart Disease, Stroke, Mental Illness, Cancer
- Date field available for entry of year relative was diagnosed

### 2. Select "Unknown" for family members who don't have any of the five listed chronic illness (MU related)

### 3. Patient Notes

- Click the Notes icon to add notes.
- The notes will not display in the Family History window. They will display in the progress note.

### New Immunizations Window

The screenshot shows the 'Immunization Details' window. Three red boxes with numbers highlight specific features:

- 1.** Points to the 'Find' search field in the left-hand menu.
- 2.** Points to the 'Vaccination Given in Past' button (with radio buttons for 'N' and 'Y') in the top center.
- 3.** Points to the 'Status' dropdown menu, which is currently set to 'Pending'.

Other visible fields include: Visit date (2014-12-16 F/U), Dose, Dose Number (0), Lot Number, Location, Route, Exp. Date, VIS Given Date (12/17/2014), Reason, Given By (Me), Given Date/Time (12/16/2014 03:09 PM), Manufacturer, VFC, Date on VIS, and checkboxes for 'Decrement the dose', 'Billable', and 'Counseling'.

#### 1. Immunization Search Field

#### 2. Vaccination Given in the Past Button

#### 3. New Status Options

a. **Pending** – defaults when a name is not in the 'Given By' field.

b. **Administered** – given to patient

#### 4. TB Test: New Sections to enter Induration, Impression, Ready By and Read by date.

a. **Note:** TB fields appear after test is ordered

The screenshot shows the TB Test section with the following fields:

- Induration: [Dropdown menu]
- Impression: [Dropdown menu]
- Read by: [Text field] [Me] [...] [Clr]
- Read Date: [12/17/2014]

### New Medication Reconciliation Window

#### 1. Medication Search Box

- MUST** Filter search to Category= Medispan


#### 2. New Status Options

- Taking** - patient taking prescribed medication
- Not Taking** - drugs with this status will save into the next encounter. Ex. Patient non-compliant
- Discontinued** - drugs with this status will drop off the medications list in the next encounter
- Unknown Status** - status unknown to patient

#### 3. Free-text Notes Sections

- Notes** - notes entered here will display within the progress note. It will also save from visit to visit.
- Source** - notes entered here will not display within the progress note. It will save from visit to visit.

#### 4. Modifications to Medications

- Ability to change order details - simply click the order name.
- Ability to delete order details - click the delete icon. 

#### 5. View Past Rx History

- Click the Past Rx History tab

### New Therapeutic Injections Window

**Therapeutic Injection Details**

Find:  Active

**Kenalog 40mg**

T.Injection Given in Past: ☒ N ☐ Y

Visit date:

Dose:

Dose Number:

Lot Number:

Location:

Route:

Exp. Date:

Comments:

Status:

Reason:

Given By:

Given Date/Time:

Manufacturer:

☒ Decrement the dose

☒ Billable

### Therapeutic Injections are NO LONGER IN PROCEDURE SECTION!

*Pending* – defaults when a name is not in the ‘Given By’ field.

*Administered* – given to patient

*Not Administered* – used when a patient has declined. If selected, a reason is required.

The status and reason will display within the progress note. NOTE: This will rarely be used!

### Right Chart Panel, Past Results, Visit Summary

#### Right Chart Panel – Tabs



#### Ability to Display MORE than 5 Tabs

To change them, go to File → Settings → My Settings. Click the Show/Hide tab. At the bottom of the screen, select all that is listed.

#### Past Labs – DRTLA & Lab/DI Tabs

You can pull in last 3 past results as well as cumulative results

1. **Icons:**
  - a. **First Arrow** = pulls only that lab
  - b. **Double Arrow** = pulls the past results: 3 past results
  - c. **Green Arrow** = has already been pulled into a note
2. **Past Results appear in progress note**
  - a. **To Delete Past Results:** If results are pulled in error click on remove button to delete

\*Screenshot on next page



Last 3 months

**1**

**2.**

**Past Results:**

Lab: Lipid Panel

	11/19/2014	11/25/2014
Collection Date	11/19/2014	11/25/2014
Order Date	11/19/2014	11/25/2014
Result:		
Cholesterol, Total	210 (0 - 200 mg/dL)	205 (0 - 200 mg/dL)
Triglycerides	189 (0 - 200 mg/dL)	189 (0 - 200 mg/dL)
HDL Cholesterol	60 (40 - mg/dL)	56 (40 - mg/dL)
LDL Cholesterol Calc	147 (0 - 130 mg/dL)	130 (0 - 130 mg/dL)

Past Lab Results

### Problem List

**Problem List** All **2.**

**1.** 50.00 Diabetes mellitus without mention of complication, type II or unspecified type, not stated as uncontrolled

**493.90** Asthma, unspecified, unspecified status

### Problem List

- 1. Diagnosis with a red arrow** indicates the ICD has not been used >12 months.
- 2. To update problem list** from Right Chart Panel, click on the **orange** "... " button and edit patient's problem list.

**Diabetes Mellitus**

**1.**

HPI (Test, version10(F) - 02/05/2014 10:00 AM, DM)

Pt. Info Encounter Physical Hub

HPI

Geriatric Screenings

Case Management

Depression Screening

Diabetes Mellitus

SKIN: warm, dry, no significant lesions

HEENT: EOMI, PERLLA, NECK: no carotid bruit, non-tender, no

General Exam

SKIN:

1.

2.

ROS

OK

Cancel

Next

### New Navigation Links:

- 1. Purple Text:** Now are hyperlinks. Click to go directly to that part of the note.

### Progress Note Click Thru:

- 1.** Black text now pulls up progress notes Pop-up windows when clicked
- 2.** Navigation Buttons

Note: Empty sections of the progress note will not be available in the click through window.  
(i.e. ROS is blank in the progress note then that section will not be available)

# eCW Version 10 Upgrade: Clinical Cheat Sheet

Brazos Valley Community Action Agency

## Visit Summary Print Preview:

Visit Summary

039.2 Abdominal actinomycotic infection  
342.11 Spastic hemiplegia affecting dominant side

**Medication List**

Other medications you are on

- Aspirin-Low 81 MG 1 tablet Orally once a day, Refills:

**Patient Instructions:**  
Patient Education was given (for: Spastic hemiplegia affecting dominant side)

**Immunizations given**

- DTAP given on 07/19/2013

**Other Medical Conditions (Problem List)**

- 250.00 Diabetes mellitus without mention of complication, type II or unspecified type, uncontrolled
- 765.22 24 completed weeks of gestation

**Recommended Wellness and Prevention Guidelines**

You may be due for the following

- 17-Hydroxycorticosteroids, Ur done every 0 Day(s)
- 17-Hydroxycorticosteroids, Ur done every 255 Day(s)
- Pen-Kera done every 1 Year(s)
- Coumadin done every 1 Month(s)

## Visit Summary

### New Items added to the summary:

Future Appt, Preferred Language, Race, Sex, Ethnicity, Problem status, smoking status, and Medication allergies status.

**MU** – Patient must have access to their Visit Summary within **24 hours**.

### Options are

- Send to portal
- Print visit summary at time of service
- Patient Decline Visit Summary

Patient Education (printed from **Krames only!**) will appear on Visit Summary.

**DO NOT USE CUSTOM EDUCATION!!**

## NEW 3 tab Progress Note

Medical Summary | CDSS | Alerts | Labs | DI | Procedures

SE

**Progress Notes** Scribe Orders

- **Progress Note (Classic View):** Accesses the progress note that you are accustomed to using (classic view)
- **Scribe:** Not Available
- **Orders** (Labs, DI and RX) as well as assessments can be added in this tab

### New Orders Tab

The screenshot shows the 'New Orders Tab' interface. At the top, there are tabs for 'Progress Notes', 'Scribe', and 'Orders'. Below these are buttons for 'Add Dx', 'Manage Orders', and 'Order D'. A red box labeled '1.' highlights the 'Add Dx' button. To the right, a search bar labeled '2.' contains the text 'lipi'. Below the search bar, a list of orders is displayed, including 'Lipid Panel (Labcorp BI)' which is highlighted with a red box labeled '4.'. On the left side, there is a 'Problem List' section with a red box labeled '3.' highlighting the entry '272.4 Hyperlipidemia'. Below the problem list, there are sections for 'Immunizations' and 'Injections'.

#### 1. Adding Dx

- Click on Orders Tab, select the “Add Dx” button displays the Assessments screen. Assessments may be added/removed or added to the problem list from this screen.
- Assessments added will be listed on the left side of the Orders tab.

#### 2. Ordering

- From the Quick Order search field, *Rx, Lab, DI, Procedure, Immunization or Injection* orders may be selected for the patient.
  - For example:** typing “lipi” will display the medication Lipitor and an order for a Lipid Panel

#### 3. Select Associated Dx for Order

#### 4. Select Order

#### TIPS:

- Use Filter to simplify searching for orders.
- Orders must be entered into search exactly as they are named in the compendium

The screenshot shows the 'Quick Search' filter menu. It includes a search bar at the top. Below the search bar, there is a section titled 'Filter your search' with options for 'Favorite Orders' and 'All Lab/DI Companies'. Below this, there is a section titled 'Categories' with checkboxes for 'Medications', 'Labs', 'Diagnostic Imaging', 'Procedures', and 'Immunizations/T. Injections'.