

From the Office of Clinical Informatics Cerner Ambulatory No Charge Visit Documentation April 21, 2020

P

Order

O Proposal

*Physician name TESTING, EMMC_MD

*Order Date/Time

*Communication type

10/02/2019

Fax

For each Nurse/MA Only visit, an associated charge order must be placed at the end of the visit. This order should come from the E&M Charges and/or the In-Office Procedures component of the Quick Orders page based on the nature of the visit.

When a patient comes into the office for a visit that is a No Charge Visit (e.g. Blood pressure check), the patient will need to be placed on the schedule and have a Quick Registration completed to generate a financial identification number (FIN) on which to place the visit documentation.

- **<u>STEP 1</u>**: Schedule the patient on the Nurse or MA schedule following your normal workflow.
 - Click <u>here</u> for more information on how to complete **Scheduling** and **Quick Registration**.

⊿ Other Visit Charges

Office Visit No Charge

- <u>STEP 2</u>: Ensure you are on the patient's chart and on the correct encounter/location prior to commencing any documentation/placing orders.
- **<u>STEP 3</u>**: Navigate to the Quick Order MPage.
- <u>STEP 4</u>: Select the Office Visit No Charge charge from the E&M Charges component.
- <u>STEP 5</u>: In the Ordering Physician window:
 - Select the **Order** option.
 - Enter attending **physician's name**.
 - Select the Administrative communication type.
 - Click OK.
- **<u>STEP 6</u>**: Select the **Orders for Signature** Tray.
- <u>STEP 7</u>: Associate the appropriate **diagnosis** if available and click **Sign**.
- <u>STEP 8</u>: Within the order scratchpad, select Yes in the Nurse/LPN/MA Visit field.

*Nurse/LPN/MA Visit: 🔿 Yes 🔿 No

Ordering Physician

● ♥ 0854

Telephone-Requires Read Back Joint Practice Protocol, Active

Proposal, Cosign Required

Patient Care Protocol, Cosign Required

OK

0

EDT

Cancel

STEP 9: Click Sign.

NOTE: This order will not route to the providers message center and does not need to be co-signed. It will appear in the Order profile under Non-Categorized and show as a Nurse/LPN/MA Visit.

For questions regarding process and/or policies, please contact your unit's Clinical Educator or Clinical Informaticist. For any other questions please contact the Customer Support Center at: 207-973-7728 or 1-888-827-7728.