

The electronic health record can be updated to display patient information for those who identify with a preferred name, different from their legal name/dead name, sexual orientation and gender identity, other than their birth gender.

Updating Patient's Preferred Name

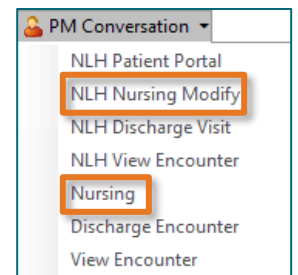
STEP 1: From within the patient's chart, navigate to **PM Conversation** located on the toolbar in PowerChart and FirstNet.

STEP 2: Select the appropriate conversation for your location.

- All Locations, **except** MCH: **NLH Nursing Modify**.
- MCH locations: **Nursing**.

STEP 3: Locate the **Preferred Name** field and update as appropriate.

STEP 4: Select **OK**.



Updating Admin Sex and Birth Sex


STEP 1: Select the drop-down arrow for **PM Conversation** and select the appropriate conversation for your location (see above for reference).

STEP 2: Navigate to the gender section on the PM Conversation tool and update the **Admin Sex** as necessary.

STEP 3: Select **OK**.

Social History

Sexual Orientation and Gender Identity is documented within the Sexual category in the Social History tool. If the patient identifies as something different than their birth sex, this indicates there is documentation that is not identical. The information will populate to the patient's banner bar with an icon next to the patient's Gender.

- Click the icon  to open the **Sex and Gender Identity Information** box.
 - Information cannot be changed from within the box.
 - Gender Identity is corrected from within the Social History Tool and should be reflected only when the patient identifies as a gender other than their birth gender.
 - Click **Save** or **Cancel** to close the box.

Definitions of Sexual Orientation and Gender Identity

- **Sexual Orientation:** describes how a person characterizes their emotional and sexual attraction to others.
 - **Bisexual:** describes people who are emotionally and sexually attracted to people of their own gender and people of other genders (for example: men who are attracted to men and women; women who are attracted to men and women).
 - **Choose not to disclose:** an option for people who choose not to share this information.
 - **Don't know:** an option for people who do not know what their sexual orientation is. The option should also be used when the health center does not know the patient's sexual orientation (i.e., the data has not yet been collected by the health center).
 - **Lesbian, gay, or homosexual** describes people who are emotionally and sexually attracted to their own gender (for example: men who attracted to men; women who are attracted to women).
 - **Something else:** an option for people who identify their sexual orientation as something other than the categories provided (for example: asexual, pansexual, queer, same-gender loving).
 - **Straight or heterosexual** describes people who are emotionally and sexually attracted to another gender (for example: women who are attracted to men; men who are attracted to women).
 - **Transgender:** whose gender identity and/or expression is different from cultural expectations based on the sex they were assigned at birth.

- **Gender Identity:** describes a person's inner sense of their gender. For example: a person may think of themselves as male, as female, as a combination of male and female, or as another gender.
 - **Transgender Man (Woman-to-Man):** describes someone assigned female at birth who has a male gender identity.
 - **Transgender Women (Man-to-Woman):** describes someone assigned male at birth who has a female gender identity.
 - **Genderqueer, neither exclusively male nor female:** describes someone who has a gender identity that is neither male nor female or is a combination of male and female.
 - **Non-binary:** an option for people who do not identify their gender with any of the categories provided.
 - **Choose not to disclose:** an option for people who choose not to share this information.