Northern Light Health℠

From the Office of Clinical Informatics

Cerner Millennium
Infusion Center Depart Process

October 9, 2023

Staff will complete the applicable steps at the completion of the patient's infusion visit as outlined below.

Discharge Documentation – iView

Document discharge information, patient education performed, updating the plan of care, IV/Port de-access information using the applicable iView bands.

STEP 1: With the patient highlighted on the **Oncology Tracking Board**, click the **Interactive View and I&O** button on the Tracking Board toolbar.

STEP 2: Using the **Infusion-Oncology** and other applicable iView bands, document discharge information, patient education performed, updating the plan of care, IV/Port de-access information, etc.

STEP 3: Click the **green checkmark** to sign the documentation.

Submitting Treatment Visit Charges

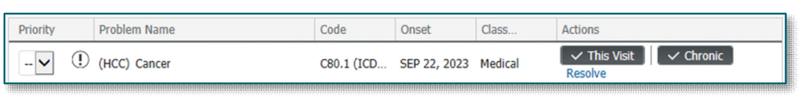
For detailed information on submitting treatment visit charges, refer to the Infusion Visit Charges flyer.

Creating Visit Summary

Add patient education topics and instructions for the patient in the Patient Instructions component.

STEP 1: In the patient's chart, go to the **Oncology Nursing Workflow** and select the **Problem List** component.

STEP 2: The patient's previously documented problems are displayed. Click the **This Visit** button to associate the appropriate diagnosis for their treatment if not already completed.



STEP 3: Go to the **Patient Education** component.

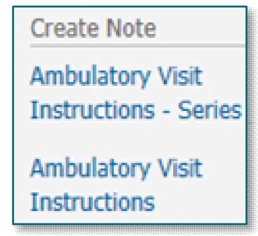
STEP 4: Select the appropriate specific education for the patient.

- Can also add in **Custom** or select **More Options**.

STEP 5: Go to the **Patient Instructions** component. This component allows staff to add instructions throughout the course of the patient's visit to provide to the patient on their visit summary.

STEP 6: Enter any specific instructions for the patient in this component and click **Save.**

- Enter free-text or use an auto text with commonly used instructions to save time.



<u>STEP 7</u>: Generate the **Patient Visit Summary** to provide to the patient.

- Scroll down to bottom of the **Oncology Nursing Workflow** menu to the **Create Note** section.

<u>STEP 8</u>: Select the **Ambulatory Visit Instructions – Series** option.

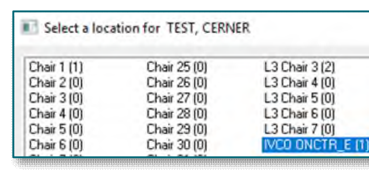
- The system generates the patient's visit summary, including medications, patient education, patient instructions, etc.

<u>STEP 9</u>: Click **Sign/Submit**.

<u>STEP 10</u>: Click **Sign/Print**, then select the appropriate printer.

<u>Checking Out Patient</u>

To move check the patient to the checkout tab at the end of their visit, complete the following steps:



<u>STEP 1</u>: Navigate to the **Oncology Tracking Board**.

<u>STEP 2</u>: Double-click the patient's location in the **Location** column.

<u>STEP 3</u>: In the **Select a Location** window, document that the patient is checking out by selecting the location's checkout acronym (e.g., IVCO ONCTR_E).

<u>STEP 4</u>: Click **OK**. The Checkout window displays. To confirm the checkout process, click **Yes**.

<u>STEP 5</u>: The patient is moved to the checkout tab.