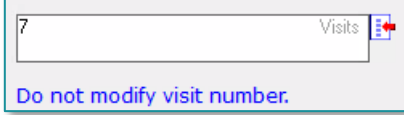


Rehab Therapy Progress Notes can be documented on visit eight, nine, or ten.

Identifying Patients Due for a Progress Note

There are three different methods to determine if the patient is due for a Progress Note.

➤ Review Section

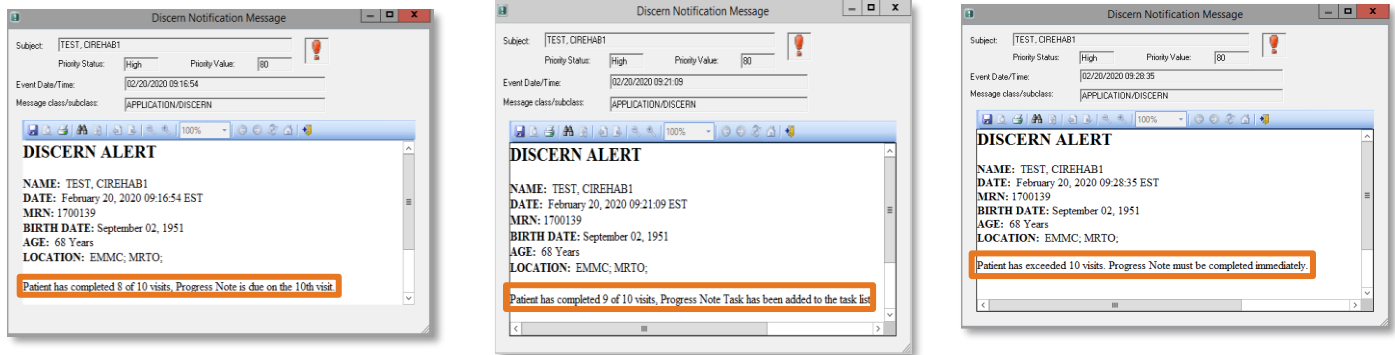
- When the **Daily Documentation** task is double-clicked and the form opens, before doing any documentation, go to the **Review** section first and look at the **Visits Since Last Progress Note** field.
- If the number in this field is a seven or greater, this means the patient is ready for a Progress Note if being seen by a licensed therapist.
 - The number in this field indicates how many previous visits the patient has attended.
 - For example, if the field has a 7, it indicates the patient has already had seven visits and this visit will be the eighth.
- The therapist should close the **Daily Documentation** form by clicking the cancel  charting icon and document the **Progress Note**.
 - On the eighth visit, if the patient is being seen by a PTA or COTA, the assistant should notify the responsible licensed therapist via **Message Center** that the patient is on visit eight and ready for a Progress Note.
 - The licensed therapist will complete the Progress Note when they see the patient on visit nine or ten.
 - If the assistant will be seeing the patient on visit eight, nine, and ten, the therapist is responsible for documenting a Progress Note on the patient.
- To document the Progress Note, the therapist should open the patient's chart, navigate to **Adhoc**, open the **Outpatient Therapy** folder, and select the **Outpatient Progress Note**.
- Once the Progress Note is completed, the **Daily Documentation** task should be cleared from the **Multipatient Task List (MPTL)** by right clicking and selecting **Chart Not Done**. For the **Reason**, select **Other** and document Progress Note completed.

➤ Discern Alerts Upon Chart Opening

- Once the patient has completed **eight visits**, the next time a chart is opened, a **Discern Notification Message** will display. A Discern Notification Message will also display on chart open if the Progress Note has not been documented on **visit nine and ten** and will continue to fire upon chart open until a Progress Note is documented.

From the Office of Clinical Informatics
 Identifying When a Rehab Therapy Progress Note is Due
 September 27, 2021
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NOTE: The Discern Notification Messages will not display when a documentation form is opened from the task. The chart itself has to be opened for the alert to fire. Ideally, the therapist would open the chart for chart review prior to documenting the task and receive the alert during this time if the Progress Note is due.



➤ **Rehabilitation Organizer**

- The Progress Note column in the Rehabilitation Organizer will display the number of daily notes that have been documented leading up to when a Progress Note is due.

Patient	Visit	Location	A.	Cert Start...	Cert End D...	Progress N...	Authorizations
*TESTING, REHABOUTONE 69 yrs M DOB: Aug 8, 1952 MRN: 2289143 FIN: 256334434	LOS: 13 months 3 weeks ADM DT: Jul 27, 2020	STELL_MCH --	!	--	--	8	--

- At the beginning of the shift, the therapist can use their case load patient list in the Rehabilitation Organizer to review those patients who are scheduled to be seen today. Those patients who have a Progress Note count number of seven (this visit would be visit eight) or higher should have a Progress Note completed today.

NOTE: Once the Progress Note is documented, the Progress Note column counter resets to zero.

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.