Northern Light Health

From the Office of Clinical Informatics

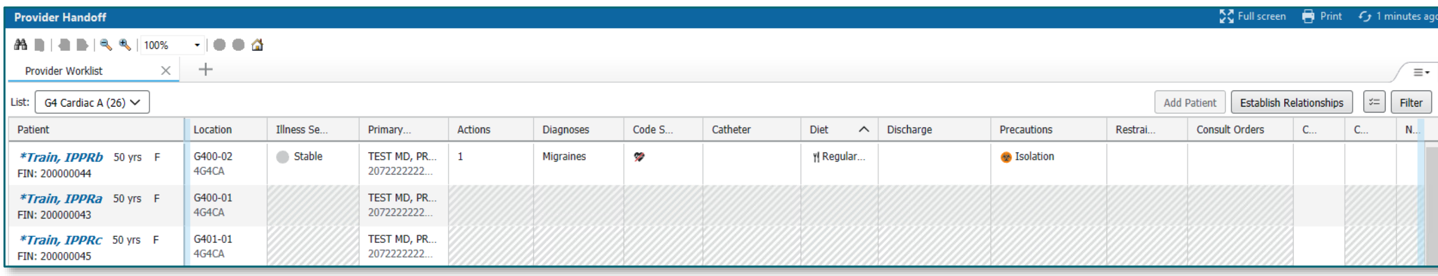
Cerner Millennium Provider Handoff

May 18, 2021

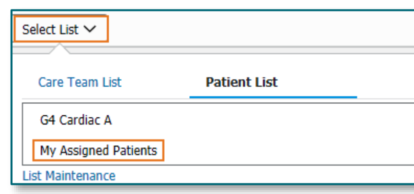
Provider Handoff offers information regarding multiple patients to aid in communication during handoff of care.

Provider Handoff

The **Provider Worklist** will display patient information pertinent to the list selected. Providers can change the list viewed as well as the column arrangement and establish relationships with multiple patients. The Handoff view will have icons for precautions, code status, catheters, and diet. Providers can also see what documentation has been entered and can enter a new note from this page.



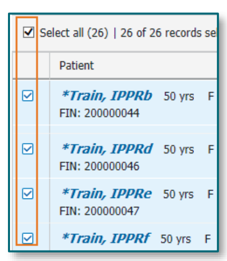
- **Selecting a patient list**
  - Providers can switch between lists by clicking the **Select List** drop down.

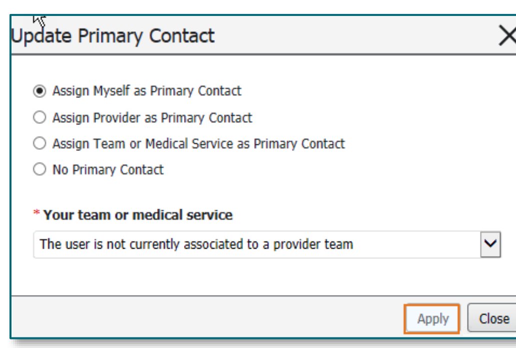


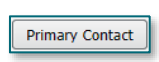
- **Assign Primary Contact and Establish Relationship**

  Providers can update the **Primary Contact** for one or multiple patients on the provider worklist.

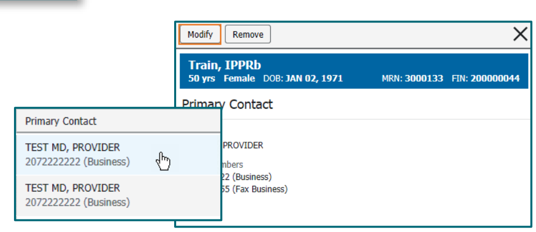
  - To update the **Primary Contact** for multiple patients:
    - Click the **Select Rows**  icon.
    - Select multiple patients from the list by clicking the check box at the beginning of the row.
    - Click the **Primary Contact** button.
    - Update the information in the **Update Primary Contact** window and click apply.





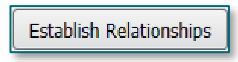


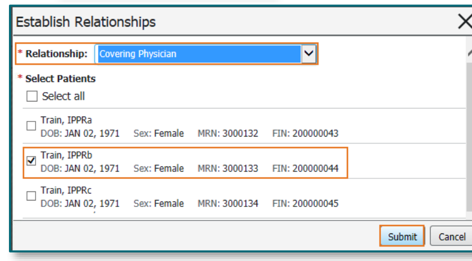
  - To update the **Primary Contact** for a single patient
    - Click in the **Primary Contact** field in the patient row.
    - The **Primary Contact** window opens. Click the **Modify** button.



   - Update the primary contact in the **Update Primary Contact** window.
   - Click **Apply**.

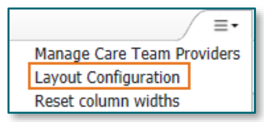
- **Establish Relationships**
   - Click the **Establish Relationships** button.
   - Choose the relationship from the **Relationship** drop down.
   - Select one or more patients.
   - Click **Submit**.

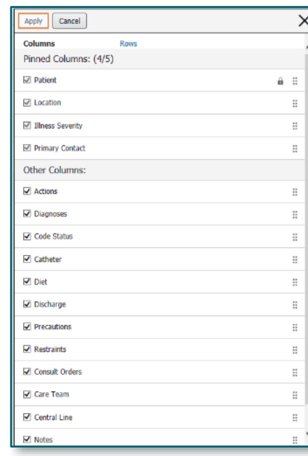


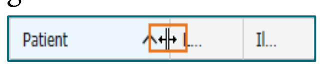


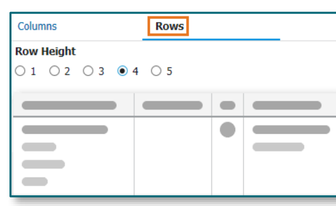
➢ **Customizing Column and Row Components**

- Click the **Page Menu** tab.
- Select **Layout Configuration**.
- Select **Columns.**
- Users can drag and drop the columns to the desired location on the **Provider Handoff**. To remove a column from view, uncheck the box to the left of the column. Recheck the box to bring the column back into view.
- To change the width of a column, hover between the column grid and left-click and drag the column to the right.
- Select **Rows.**
- Users can expand the row height using the radio buttons under **Row Height**. This allows users to expand the patient row to view more information in each row.



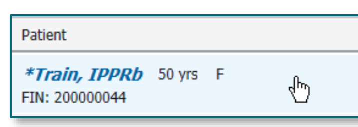




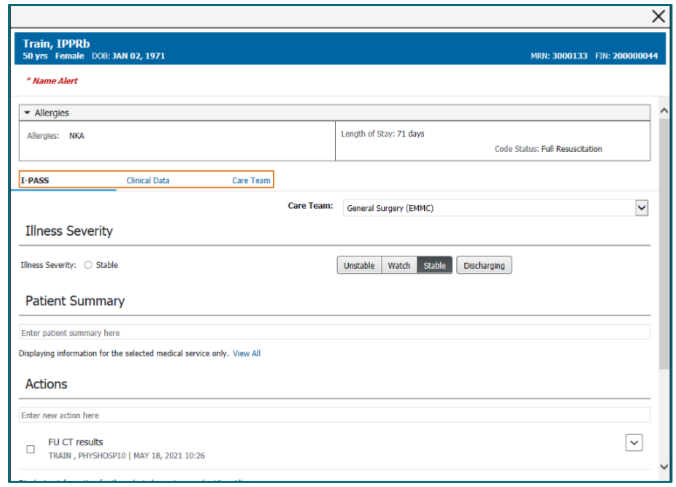


➢ **Expanding the Patient Row**

- To view the **IPASS Patient Summary** as well as **Clinical Data** and **Care Team members**, left-click in the white space in the patient row.



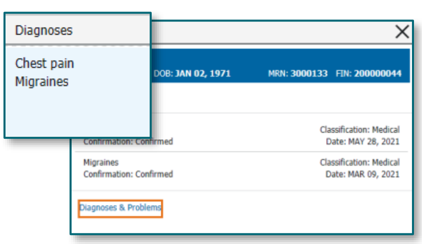
- The **Clinical Data** section displays the patient's clinical data including vital signs, labs, medications, and I&O for the past 24 or 48 hours.
- The **Care Team** section displays members of the patient's healthcare team along with their contact information.

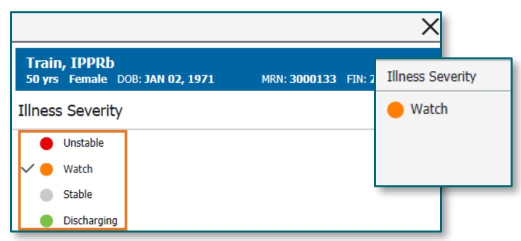


➢ Column Actions

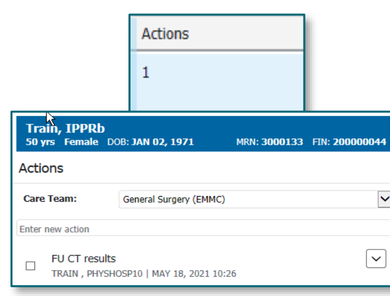
Left-clicking any column in the patient row will display additional information about the column.

- **Diagnoses** – displays the patient's diagnoses.
  Click in the **Diagnoses** field in the patient row. A window opens displaying the patients diagnoses.
  - Click the **Diagnoses and Problems** hyperlink to navigate to the patient chart and add a diagnosis or problem.

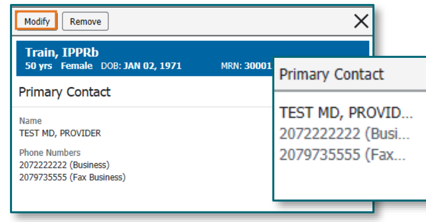


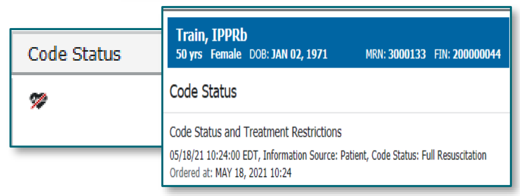


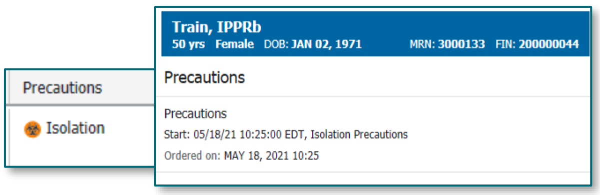
- **Illness Severity** displays the severity of the patient's illness.
  - Click within the **Illness Severity** field in the patient row to open the **Illness Severity** window. Update the patient's illness severity by clicking the appropriate bubble.
- **Actions** – the **Actions** column displays a number corresponding with reminders placed on the patient's handoff.
  - Mark an action complete by checking the box to the left of the action.
  - Enter a new action by clicking the enter new action field and typing in the desired action.



- **Primary Contact** – displays the primary contact for the patient.
  - Update the primary contact by clicking within the **Primary Contact** field in the patient row and selecting Modify.
- **Code Status** – displays the patient's code status.
- **Precautions** – displays the patient's isolation or other precautions.







Filter

- The **Filter** button allows users to search the worklist for patients using filters such as patient name, age range, diagnosis, and status.