Northern Light Health

From the Office of Clinical Informatics

Quick Reference Guide (QRG)
Document Patient Education

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This Quick Reference Guide (QRG) reviews the steps for documenting patient education.

Common Buttons & Icons

More Options...	**More Options** button
	X Close Button
Remove	**Remove** button
Close	**Close** button
Favorites	**Favorites** button
Modify	**Modify** button
Print	**Print** button
☆	**Favorite** icon

Document Patient Education

➢ **From the Provider View workflow page:**

STEP 1: Navigate to the **Patient Education** component.

NOTE: It's important that This Visit diagnoses are associated prior to providing patient education as this component pulls in suggested education materials based on the patient's diagnosis for the visit.

STEP 2: Click a diagnosis in the left pane. Suggested education displays for the diagnosis.

- You can search for medication leaflets within this window as well by clicking the Medication Leaflets tab.

NOTE: Click More Suggestions in the bottom right-hand corner to view additional education suggestions. If the education you want is not listed as a suggestion, you can conduct a search for it by completing the following steps:

- Click More Options. The Add Education window opens.
- Enter the education you want in the Search field.
- Click the desired education.
- Click the X Close button.

STEP 3: Click the education you wish to provide. It now displays in the Added Education section.

NOTE: To remove education, click Remove in the Added Education section.

STEP 4: Repeat steps 2-3 as needed.

STEP 5: Modify the education, if desired.

NOTE: To modify the education, complete the following steps:

- Click Modify in the Added Education section.
- Update the contents, as needed.
- Click Sign.

STEP 6: Click **Print** to print the education individually, if needed.

NOTE: Keep in mind that all education you have selected will print with the patient's Ambulatory Patient Summary.

Add a Favorite

➢ **From the Patient Education component:**

STEP 1: Click the **Favorite** icon in the row for the education you wish to add as a favorite.

STEP 2: Select the **Personal Favorites** check box.

STEP 3: Click **Close.**

NOTE: To access your favorites, click Favorites in the Quick Suggestions header.