
This Quick Reference Guide (QRG) provides a review of the oncology provider workflows.

Navigate the Oncology Provider Workflow

➤ **From the patient PowerChart Organizer Home screen:**

STEP 1: Click the Patients for: Resource drop-down arrow.

STEP 2: Click your name.

STEP 3: Click the button.

- A list of your patients scheduled for the day displays.

STEP 4: Select the patient's name, then click to open their chart.

- The patient's chart opens defaulted to the Oncology Provider View and the Ambulatory Oncology 2023 MPage. This is where most of your documentation and chart review should occur.

STEP 5: Review the information in the patient banner to verify that you accessed the correct patient chart.

Review the Components of the Patient Chart

➤ **From the Oncology Provider View:**

STEP 1: Click the Oncology Quick Orders MPage.

NOTE: Orders for office visit charges, follow-up appointments and most frequently ordered lab imaging and medication orders can be placed on this page, as well as orders outside of a regimen that are not included in the treatment regimen that was ordered.

STEP 2: Click the Demographics MPage.

- Review the patient demographic, insurance, and consent information.

STEP 3: Click the Chemo Dosing Mpage.

- Review treatment cycles of a patient's chemotherapy orders along with a customized clinical decision support page.

STEP 4: Click the Inpatient 2018 MPage.

NOTE: You'll use this page for documenting when caring for patients on the inpatient setting.

Review the Oncology Flowsheet

STEP 1: Click Menu.

STEP 2: Click the Oncology menu component.

- The Oncology Flowsheet page displays.
 - The flowsheet includes oncology specific information you need to review.
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Add Oncology Diagnosis for the Visit

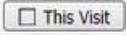
➤ **From the Oncology Provider View:**

STEP 1: Click the  icon.

STEP 2: Click the FOR Problem List component.

- The Problem List page displays.

NOTE: The Problem List page lists your patient's previously documented problems. If the problem, or diagnosis, is not listed, you can add it by entering the problem name in the Add problem search field and selecting the appropriate diagnosis.

STEP 3: Click the  button next to the appropriate diagnosis.

- The problem will move to the top of the list, indicating that it is the focus of your patient's visit.

Perform Medication Reconciliation

➤ **From the Oncology Provider View:**

STEP 1: Scroll down the components list.

STEP 2: Click the Home Medications component.

- The Home Medications page displays.

STEP 3: Review the PMP prior to prescribing any controlled substances.

NOTE: Be sure to have a cellphone or token fob available when you are prescribing any controlled substances.

Stage the Patient's Cancer and Document Toxicities

➤ **From the Oncology Provider View:**

STEP 1: Click the Staging component.

- The Staging page displays.

STEP 2: Click the Add Staging link.

- The Staging Tool displays. Use it to document staging information such as the problem, staging system, onset date, staging form, and much more.

STEP 3: Click the Tumor Profiling/NGC/Genetics component.

- The Tumor Profiling/NGC/Genetics page displays.

STEP 4: Click the PowerForm drop-down arrow.

- Select the Tumor Profiling/NGC/Genetics PowerForm and add any additional information regarding the staging of the patient's cancer not captured in the staging tool.

STEP 5: Click the Performance Status & Toxicities component.

NOTE: Any toxicity documented by nursing in iView will flow to this component.

STEP 6: Click the PowerForm drop-down arrow.


- You can access the CTCAE and Performance Scales & Status PowerForms to document this information, which will flow to the note and the Performance Status and & Toxicities MPage for review.

Submit Regimen Orders

➤ **From the Oncology Provider View:**

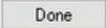
STEP 1: Click Menu.

STEP 2: Click Orders.

STEP 3: Click the  Add icon.

- The Diagnoses and Problems Add Order screen displays.

STEP 4: Order the regimen treatment orders.

- a. Click the checkbox next to the diagnosis addressed with this visit.
- b. Search for the regimen you wish to order.
- c. Place orders to be completed prior to the patient starting treatment using the Pre-treatment Plan and placing orders for the first cycle of treatment.
- d. Review the pre-selected orders in each phase of the cycle and confirm all orders are applicable.
- e. Modify, add, and remove orders as needed.
- f. Click .

Complete the Visit and Note in the Chart

➤ **From the Orders view:**

STEP 1: Click the  icon.

- The Oncology Provider View displays.

STEP 2: Click the Patient Instructions component.

- The Oncology Workflow MPage displays.

STEP 3: Scroll down to the Create Note section.

NOTE: You can use the note templates displayed at the bottom of the Oncology workflow menu, or you can click More to view additional templates to create a note.

- **STEP 4:** Click the Oncology Quick Orders page.
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STEP 5: Go to the E&M Charges component and place and sign, and follow-up on any orders that were not placed during, or as part of, the treatment regimen.

Review the Message Center and Open Items


When you're in between patient visits, including at the start, and end, of your day and when you're not caring for patients, you need to frequently monitor your Message Center and complete tasks as needed.

In Message Center, you need to review and sign any documents sent to you; review and cosign any orders or proposed orders you are responsible for; read and reply to messages to manage and act upon patient communication; and manage and endorse results as they come in. If you are covering for a colleague, be sure to check the Proxies tab to manage those items.

➤ **From the Oncology Provider view:**

STEP 1: Click the  icon.

- Review and complete tasks as needed.

STEP 2: Click the  icon.

STEP 3: Click the Open Items link.

- Any open items or outstanding charges or documentation that needs to be completed for patients you've seen will be displayed. Complete any tasks that remain outstanding.