
This Quick Reference Guide (QRG) reviews the Ambulatory OBGYN Provider workflow.

Document an Initial Pregnancy Visit

After the patient has been seen by the MA, follow this process to complete the initial pregnancy workflow.

➤ **From the Ambulatory Organizer:**

STEP 1: Open the patient's chart.

STEP 2: Review/update her Chief Complaint on the Ambulatory 2018 tab.

STEP 3: Open the Pregnancy Workflow tab.

STEP 4: Review the Pregnancy Overview.

STEP 5: Add an ultrasound in EDD Maintenance, if appropriate.

NOTE: **If you choose to mark this EDD as final, no future changes will be allowed. This is not required.**

STEP 6: Chart on the Pregnancy Visit Information in card or flowsheet view.

NOTE:

- **Add your note content in the Comments field at the bottom. For follow-up/established visits, this will be the only note documentation required.**
- **Pregnancy Visit Information can only be charted the day of the visit. After the visit date has passed, any additional information can be documented in IView, but this information will no longer flow into the Antepartum Record.**

STEP 7: Review the patient's Birth Plans.

STEP 8: Perform Outpatient medication reconciliation under Home Medications.

STEP 9: Review and reconcile the patient's Allergies.

STEP 10: Review and update the Problem List.

STEP 11: Complete additional documentation as needed.

STEP 12: Create and sign your note.

STEP 13: Enter additional documentation in IView, if needed.

STEP 14: Place the E&M charge, follow-up, and any other required orders from WH Quick Orders.

STEP 15: Review your documentation in the Antepartum Record.

Document a Follow-up/Established Patient Visit

After the patient has been seen by the MA, follow this process to complete the established visit workflow

➤ **From the Ambulatory Organizer:**

STEP 1: Open the patient's chart.

STEP 2: Review/update her Chief Complaint on the Ambulatory 2018 tab.

STEP 3: Open the Pregnancy Workflow tab.

STEP 4: Review the Pregnancy Overview.

STEP 5: Add an ultrasound in EDD Maintenance, if appropriate.

NOTE: **If you choose to mark this EDD as final, no future changes will be allowed. This is not required.**

STEP 6: Chart on the Pregnancy Visit Information in card or flowsheet view.

NOTE:

- **Add your note content in the Comments field at the bottom. For follow-up/established visits, this is the only note documentation required.**
- **Pregnancy Visit Information can only be charted the day of the visit. After the visit date has passed, any additional information can be documented in IView, but this information will no longer flow into the Antepartum Record.**

STEP 7: Perform Outpatient medication reconciliation under Home Medications.

STEP 8: Review and reconcile the patient's Allergies.

STEP 9: Review and update the Problem List.

STEP 10: Place the E&M charge, follow-up, and any other required orders from WH Quick Orders.

STEP 11: Review your documentation in the Antepartum Record.