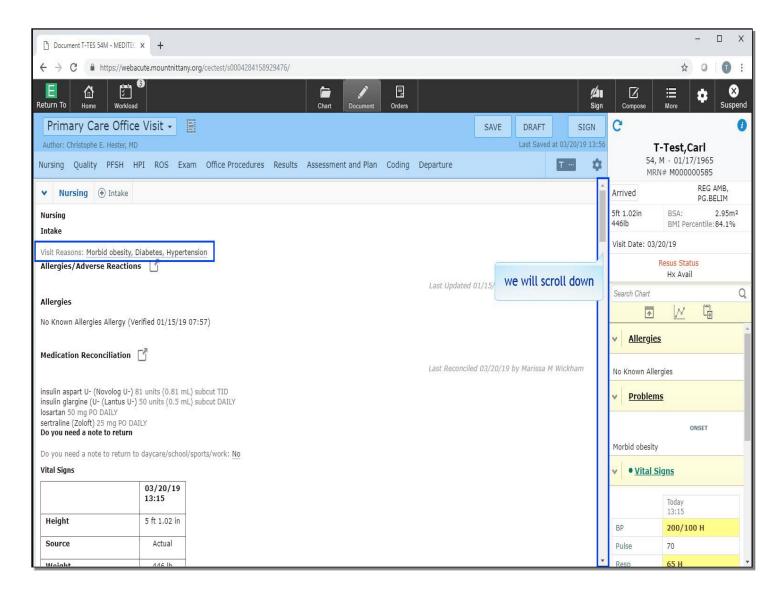


Documenting Assessment and Plan

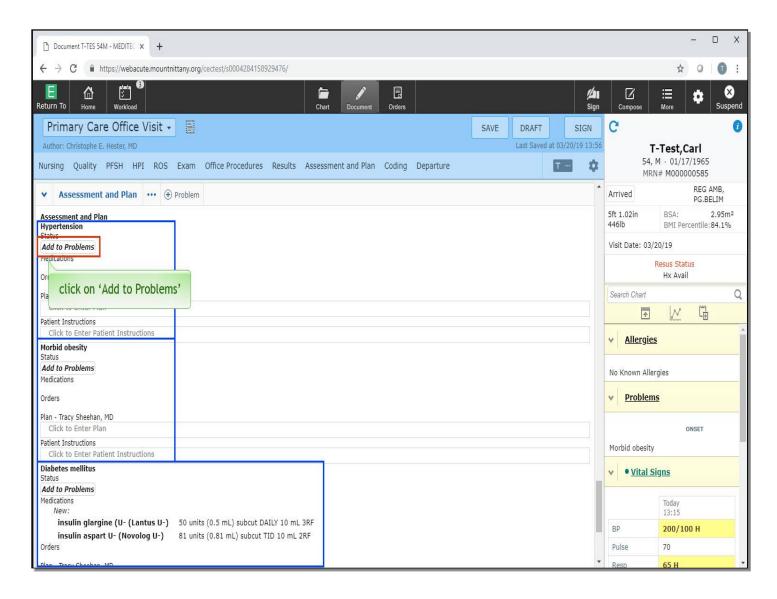
MEDITECH E X P A N S E

This course will guide you through the Assessment and Plan section of the Document.

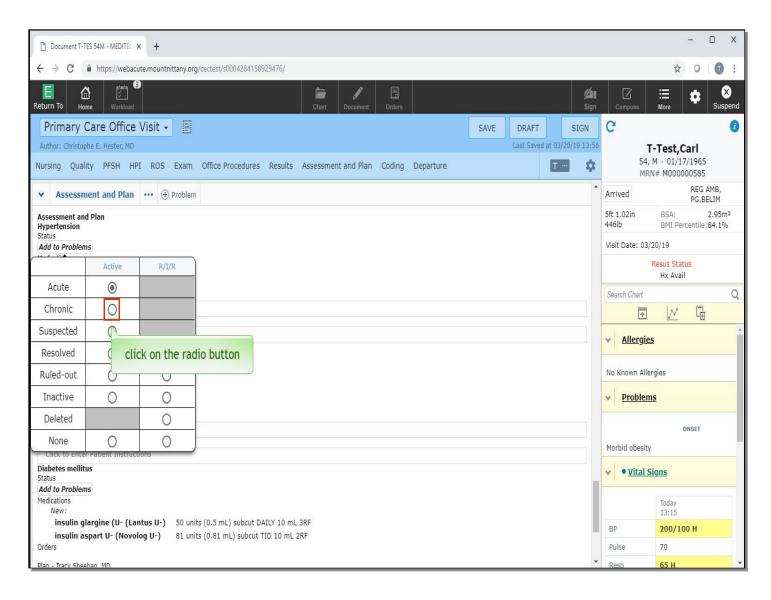
Subtle on screen elements of the LIVE system may vary from what is shown within this course; however, the functionality is as shown.



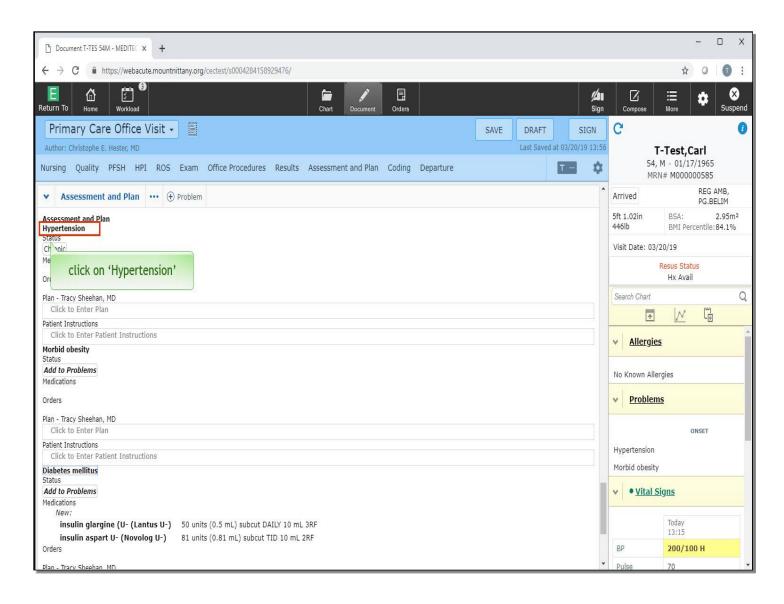
You will begin in the Document Routine. This document is currently in Flat Edit Mode. You can see that the Visit Reason has already been populated by the nurse, as well as other Intake Information. To view the Assessment and Plan section in this mode, we will scroll down to the bottom of the document.



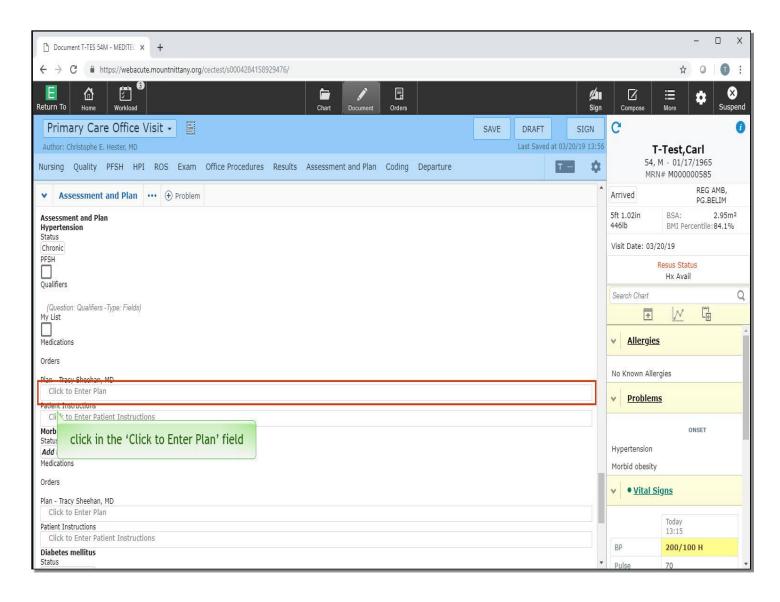
From this view, notice that the Visit Reason is a problem that has already been added to your documentation for today's note. It is important to note that Expanse does not automatically add visit diagnoses to the ongoing Problem List. For a diagnosis you believe should be on the Problem List, you have the ability to add this problem to the Active Problem List. Click on 'Add to Problems'.



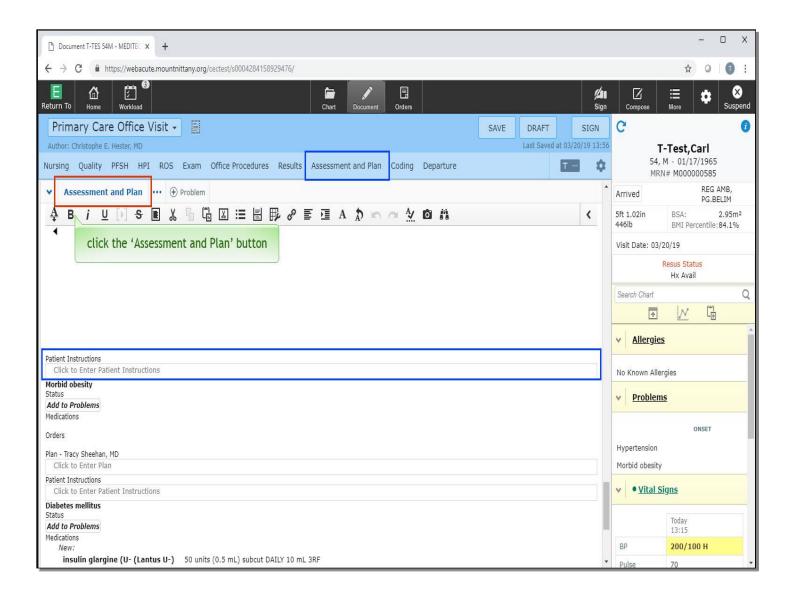
This presents an overlay that allows you to choose the Status of this problem. Click the radio button for 'Chronic'.



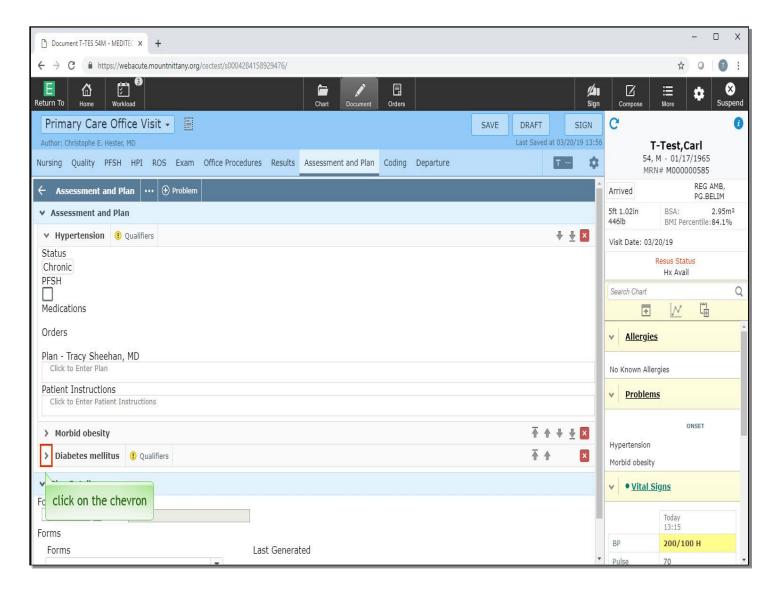
Once a problem in the Assessment and Plan is an Active Problem, you can click the name of that problem to reveal more options. Click on 'Hypertension'.



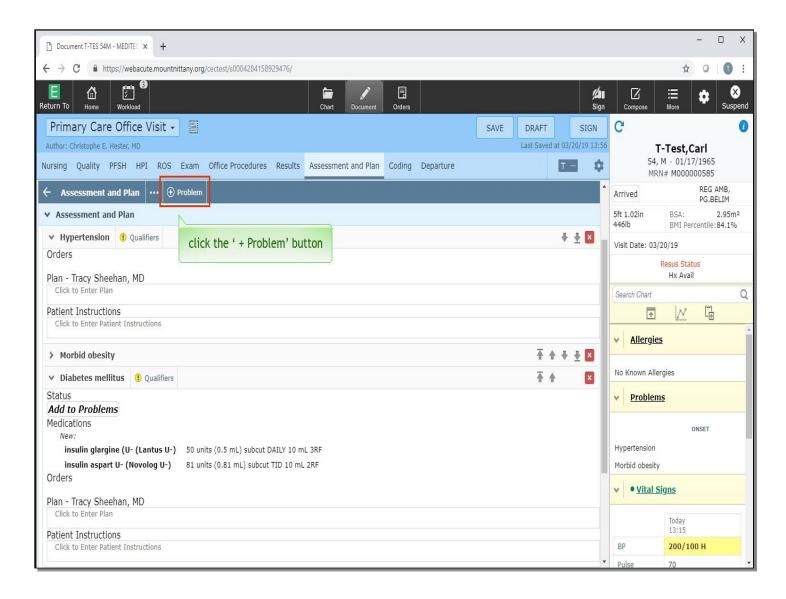
Additional boxes appear to allow you to add this problem to the patient's history, review the qualifiers, if applicable, or add to your list of problems for this patient. You also see the Medications and Orders appear here. These areas will auto-populate with orders or meds that have the problem of Hypertension associated to them at the time of ordering. Under these, you will see the Plan. Click in the 'Click to Enter Plan' field associated with the Plan.



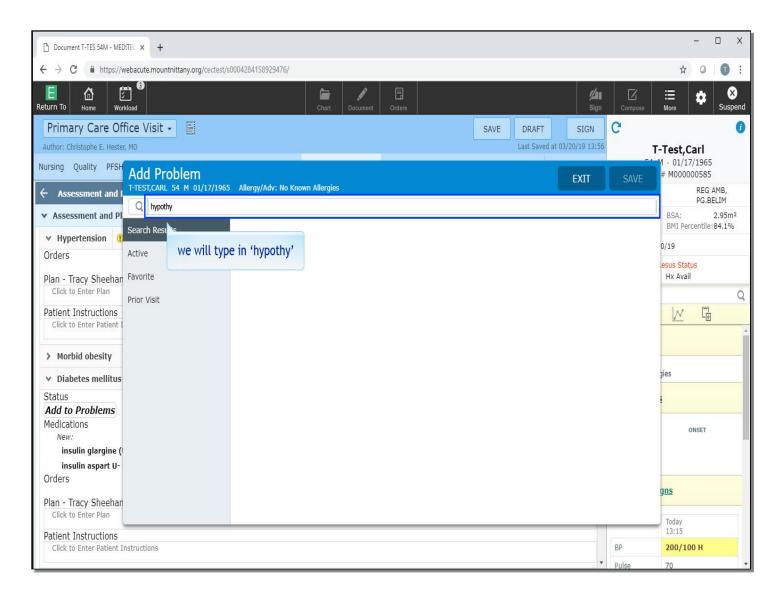
Clicking in the fields associated with the Plan or Patient Instructions will open up a Meditor field for you to enter or dictate your text. The 'Instructions' field will flow to the Visit Summary that is printed for the patient at the end of the visit. If you wish to go into Full Edit Mode for the A&P, you can do so by clicking the Assessment and Plan button in the Document header or by clicking on Assessment and Plan in the carousel at the top of the Document. Click the 'Assessment and Plan' button.



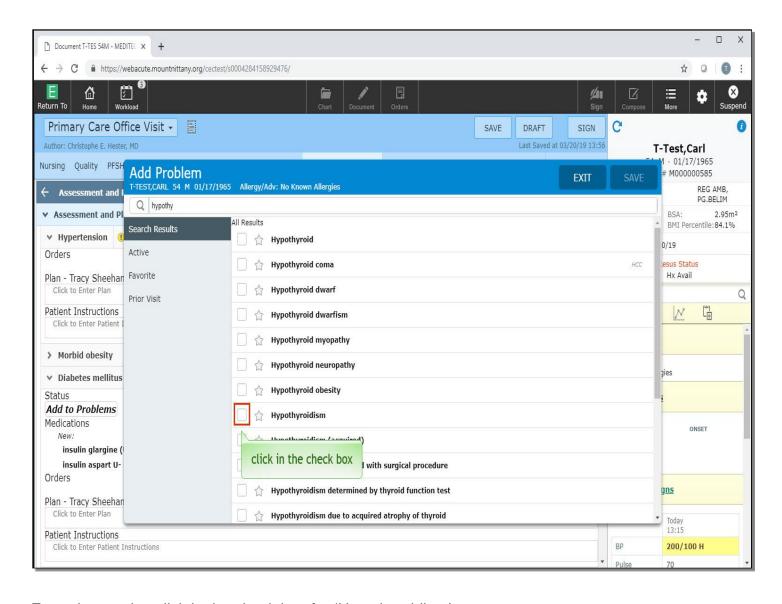
This brings us into Full Edit Mode, where you can see an expanded view of everything that is offered to you in the Flat Edit Mode, as well as the plan details/follow up section. Your problems that have been populated from the Nurse's Reason for visit might be collapsed. To view this information, click on the chevron to the left of the problem name 'Diabetes mellitis'.



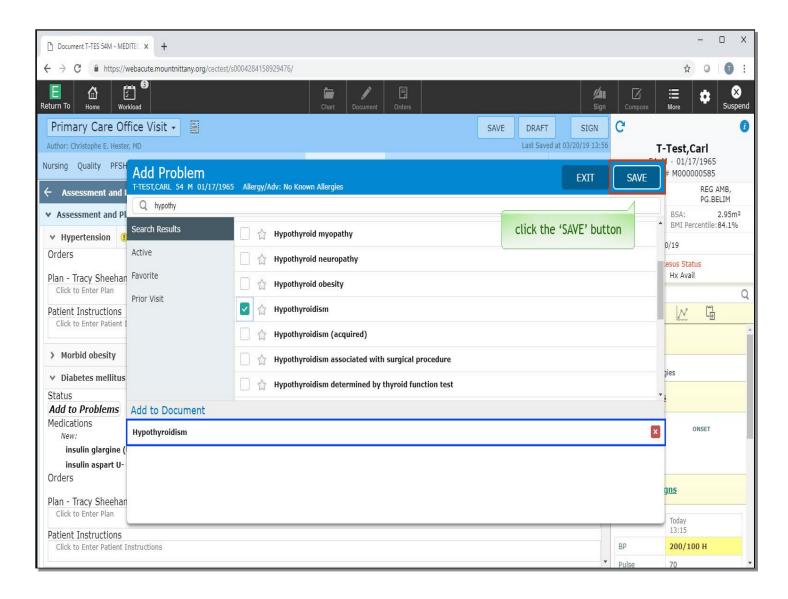
You'll notice the same information under this problem as we saw in the Flat Edit. To add another problem to this document, click the '+ Problem' button in the Assessment and Plan header.



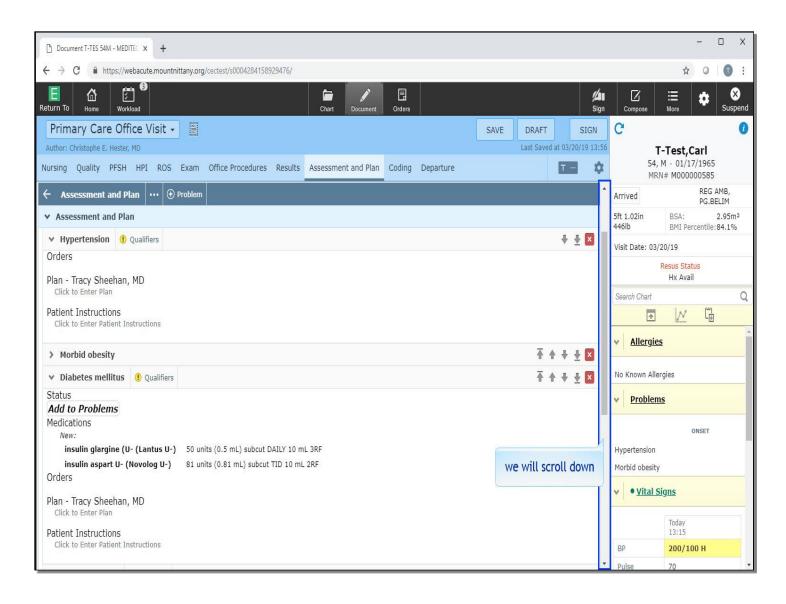
This brings up the Add Problem overlay. Using the categories from the column on the left, you can select from the Active Problems, problems that you have made Favorites, and problems from this patient's Prior Visits. Alternatively, you can search for a new problem by using the Search Problems field. We will type 'hypothy' for you.



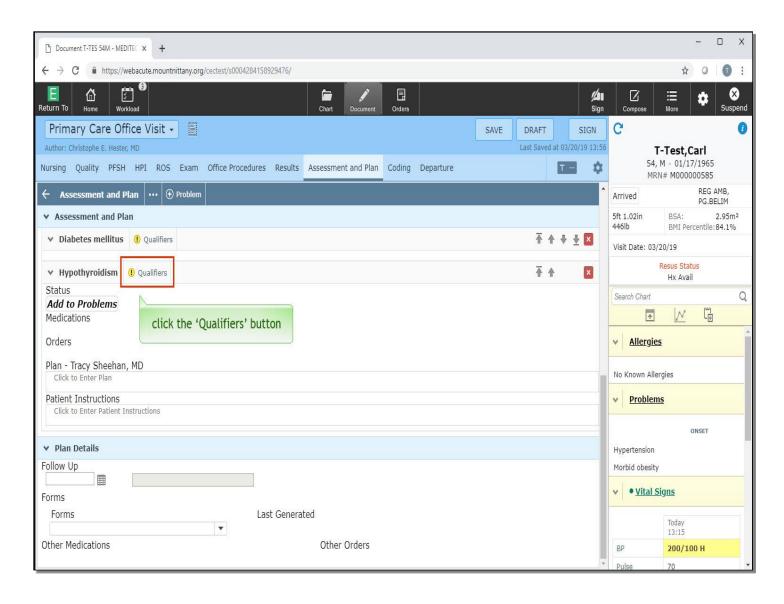
From the results, click in the check box for 'Hypothyroidism'.



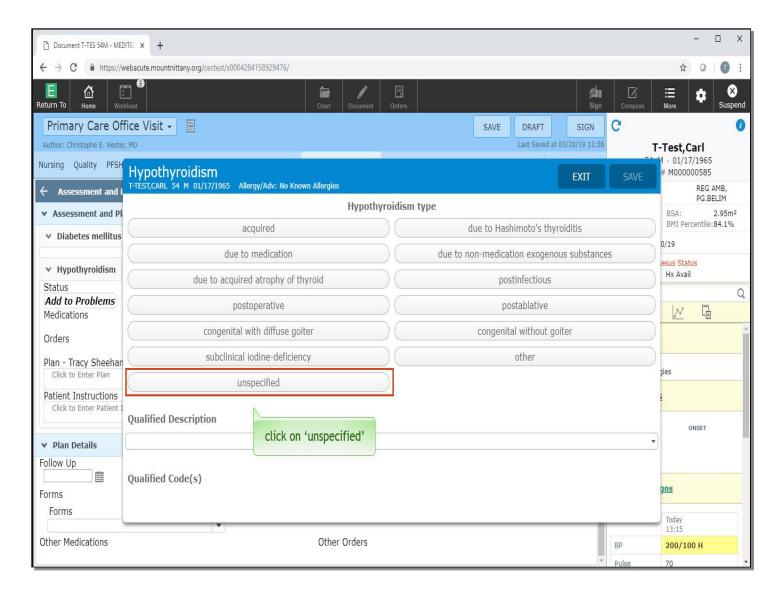
You can see the problem now appears in the bottom half of the overlay, under the 'Add to Document' header. Additionally, the red 'x' appears to the right of this problem if you made the selection in error and wish to remove it. For now, click the 'SAVE' button.



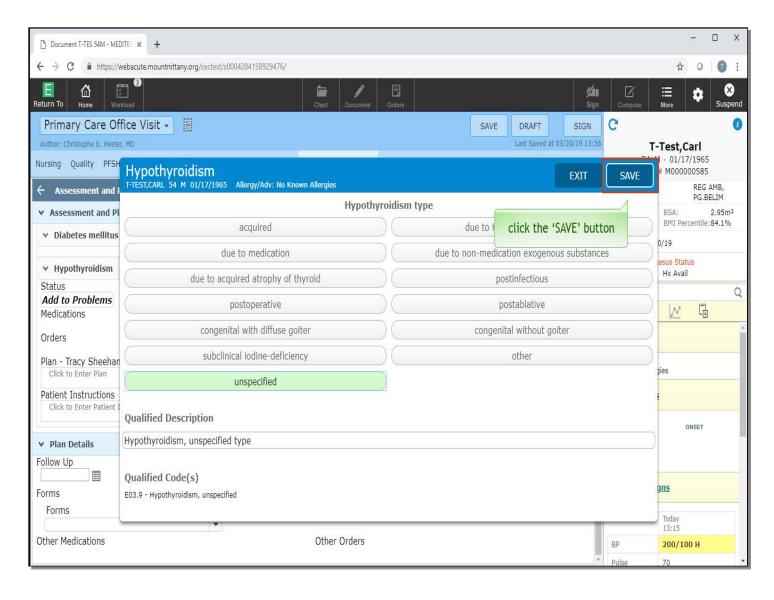
We will scroll down to see this problem.



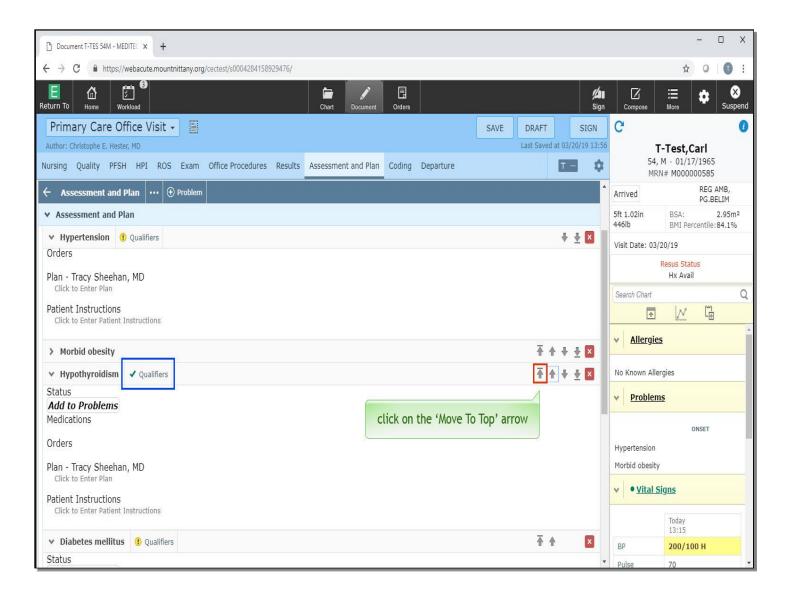
This problem now appears on the Problem List and has a notification that Qualifiers can be added to this problem. Click the 'Qualifiers' button next to Hypothyroidism.



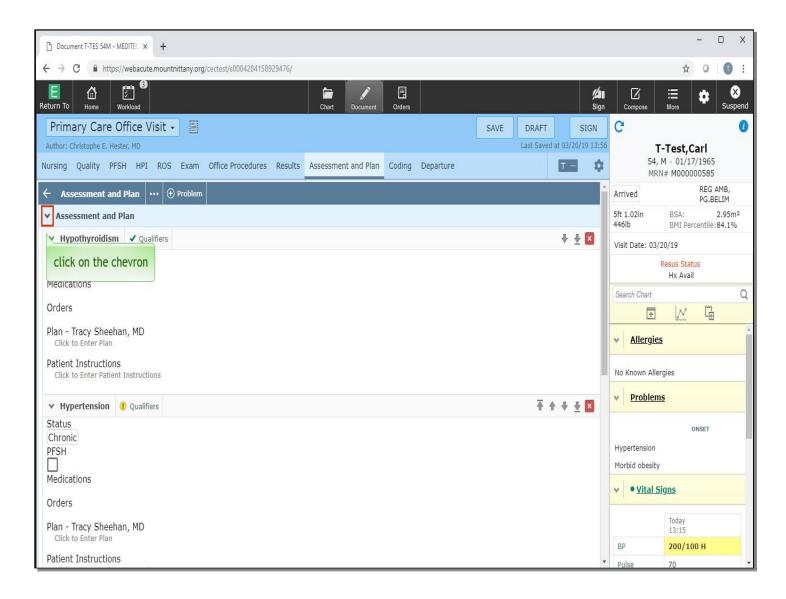
This brings up an overlay where you can choose the type of Hypothyroidism the patient has. Choose 'unspecified'.



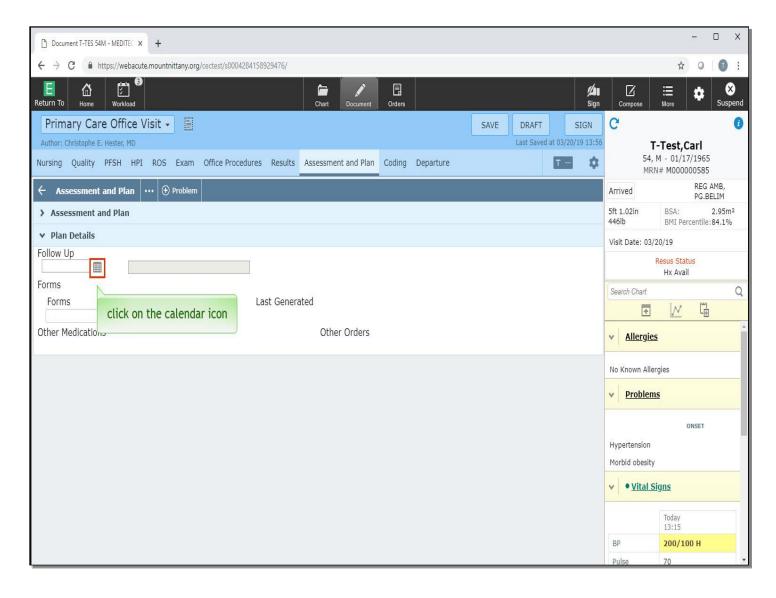
Click the 'SAVE' button



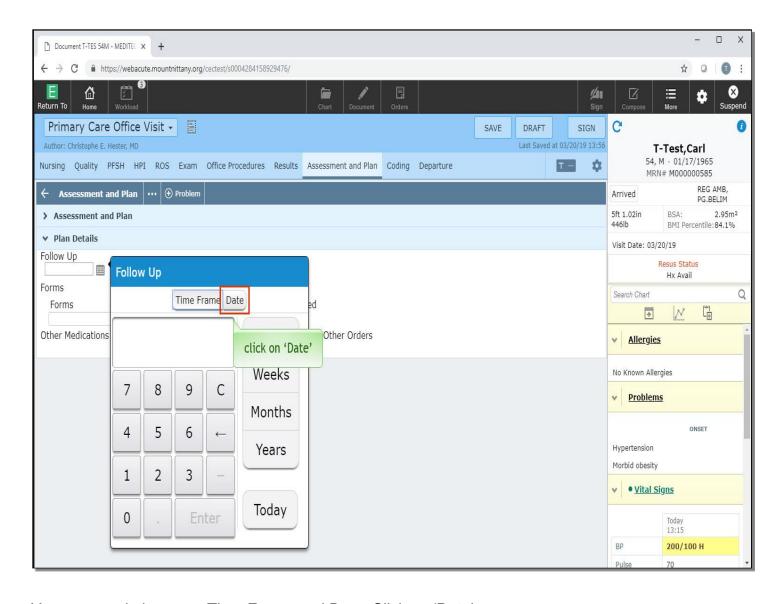
The Qualifiers icon is now a green check mark, indicating that the information has been filed. You can re-order the list of problems in the document by using the arrows on the right side of the Problem header. Click on the 'Move To Top' arrow associated with Hypothyroidism.



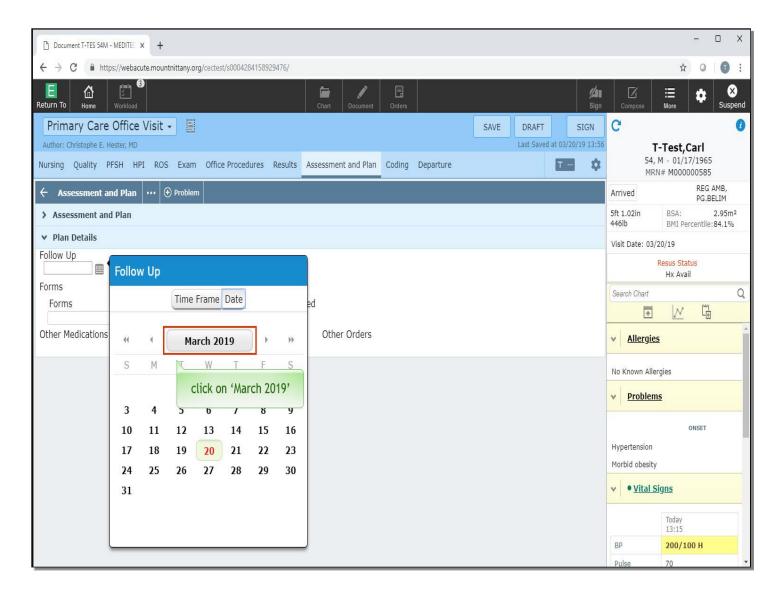
This moves the Hypothyroidism to the top of the problems associated with this document. To collapse the Assessment and Plan section, click on the chevron to the left of the 'Assessment and Plan' header.



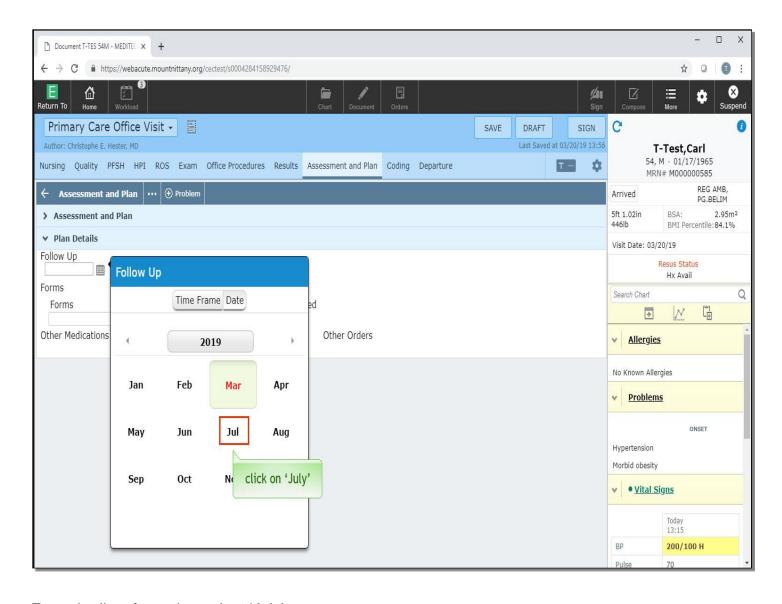
Looking at the bottom of this document section, you'll notice the Plan Details header with addition fields for Follow Up and Forms, below this, any Medications or Orders that were not associated to a problem on this document will populate the document. Click on the 'calendar' icon underneath the Follow Up header.



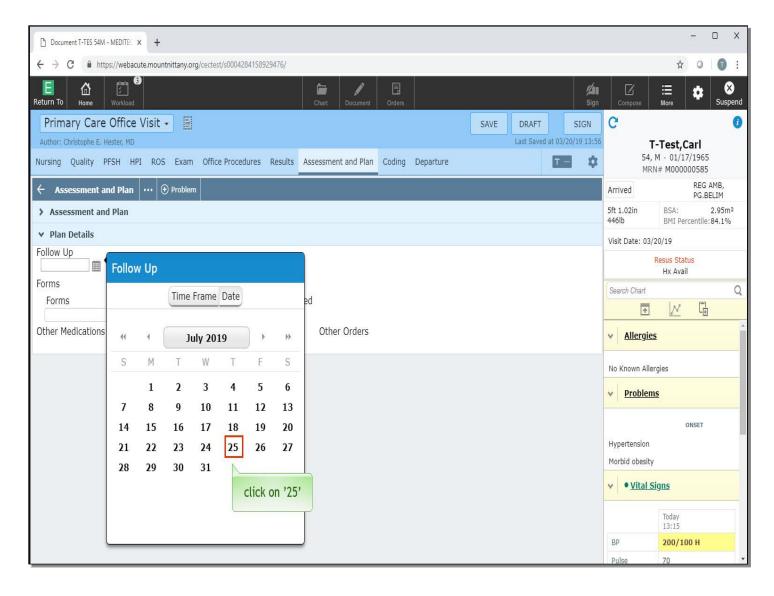
You can toggle between Time Frame and Date. Click on 'Date'



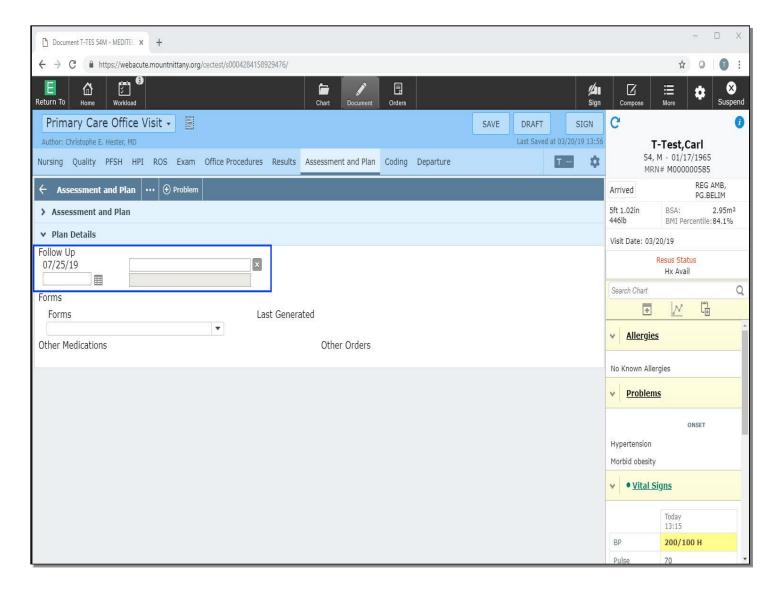
This presents you with a calendar where you can select a specific day you want this patient to Follow Up, click on 'March 2019.'



From the list of months, select 'July'.



Select the '25th'.



A text area becomes available next to the Follow Up date, you can put Follow Up details here, such as 'Thyroid Follow Up' or another indication for Follow Up. Also note that an additional Follow Up field appears if you would like the patient to come back at different times for different reasons. This Follow Up section is what is sent to the Check Out Routine for the front office to schedule Follow Up appointments for the patients at the end of their visit.

This concludes our lesson on Documenting Assessment and Plan.

In this lesson, we addressed how to:

- Edit the A&P in both flat and full mode
- Add problems to this section
- Toggle between documenting by problem and documenting by plan
- Use the follow-up section of the plan, including appointments and forms

MEDITECH best practice guidelines have been integrated into this lesson.

Please refer to your facility-specific workflows for process questions not covered in this course