

Tips for Clinic

1. **Chart review** ahead of time if possible. You can pre-chart on a future encounter and start a note if you want. (*If you do start the note ahead of time, make sure to refresh the note when you see the patient so it gets updated with the vitals etc)
 - Look at the chief complaint (sometimes written in the appointment notes, or in the referrals, or can look at the PCP's note or whoever's referring)
 - See if any relevant neurologic work up has been done – neuroimaging, EEG, EMG, encephalopathy labs
 - See if the patient has ever been seen by neurology
 - o chart review tab -> Encounters -> click the neurology filter to see any prior appointments with neurology

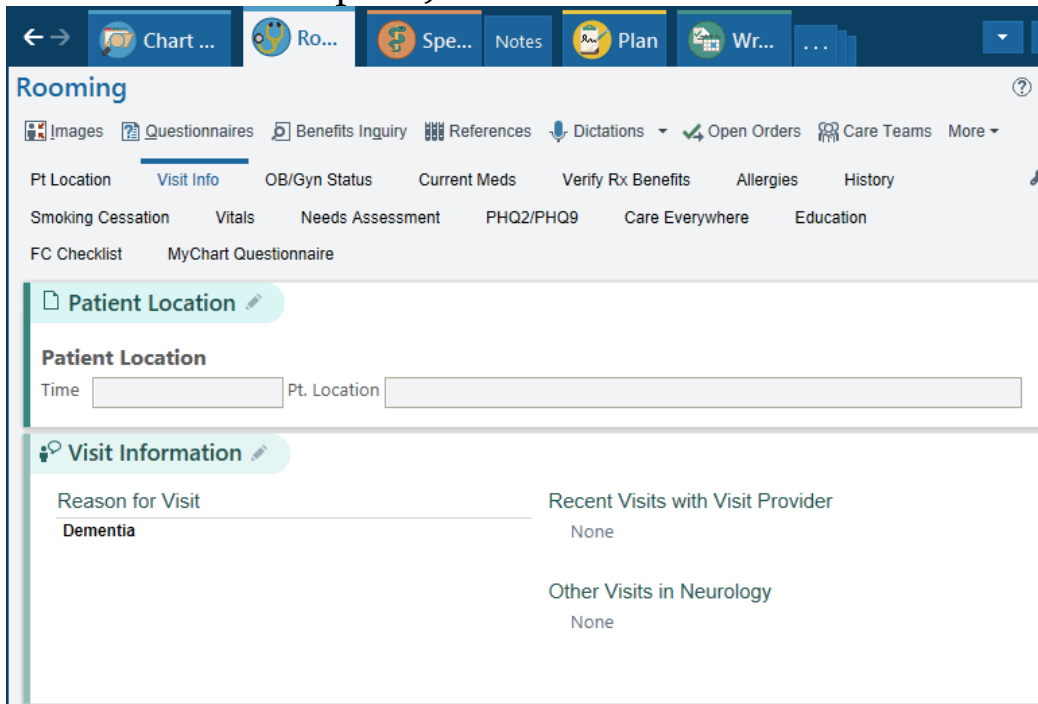
Date	Time	Type	CSN	With	Where
Today					
Today	2:30 PM	Office Visit	91120625		NEUR
Recent Visits					
07/07/2021	3:30 PM	Appointment	90765520		NEUR
07/07/2021	3:00 PM	Appointment	89844787	Fortunato, John Thomas, M.D.	NEUR
06/17/2021		MYC Patient Medical A...	90949004	Mychart, Default Provider	NEUR

- o chart review tab -> notes -> click the neurology filter to see if any notes have been written by neuro (ie seen as a consult while inpatient, admitted under neuro, clinic notes will be here too)

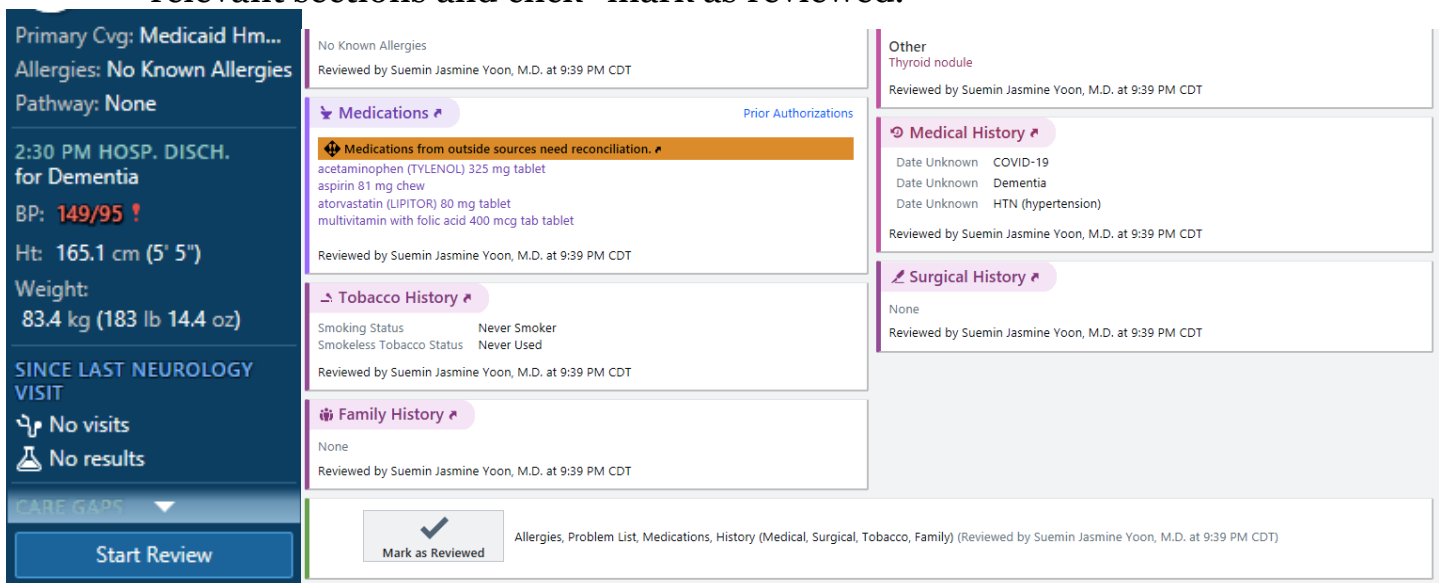
Encounter D	Note Date	Type	Status	Author	Service
Today					
Today	Today at...	Progress Notes	Incomplete	Me	NEUROLOGY
Today	Today at...	Patient Instructions	Addendum	Me	
Recent Visits					
04/17/2021	05/18/202...	Progress Notes	Signed	Fortunato, John Tho...	NEUROLOGY
04/17/2021	05/20/202...	Progress Notes	Signed	Fortunato, John Tho...	NEUROLOGY
04/17/2021	04/30/202...	Consult (Brief Note)	Signed	Fortunato, John Tho...	NEUROLOGY
04/17/2021	04/29/202...	Consult (Brief Note)	Signed	Fortunato, John Tho...	NEUROLOGY
04/17/2021	04/26/202...	Procedures	Signed	Issa, Naoum P, M.D....	NEUROLOGY
04/17/2021	04/26/202...	Consult (Initial)	Addendum	Xie, Tao, M.D. - ATT...	NEUROLOGY

2. Few things you need to do **for the encounter** (this can be done before or after the visit)

- Rooming tab -> Visit information -> fill out reason for visit (usually will say “appointment” or “none” but pick whatever they’re coming in for like “headache” or “foot pain”)



- Mark as reviewed the patient’s medical hx, surgical hx, fam hx, allergies, meds, social hx. The easiest way to do this is to click on “start review” on the bottom of the blue panel on the left and then when the window below pops up, update relevant sections and click “mark as reviewed.”



3. After you see the patient and staff with the attending:

- Order labs, imaging or workup you discussed if applicable (+ ADD ORDER button is on the bottom left)
- Click the **Wrap Up** tab:
 - o Fill out patient instructions (eg, what medications you're prescribing and why, instructions for what to do next, what we think the diagnosis is)
 - o Fill out the Follow-Up section: select when you want the pt to come back and in additional details you can write more details like "follow up with Dr. Yoon in 6 weeks on a Monday" If you want a specific attending to see the patient with you next time, select that specific day. Like if it's a stroke patient and you staff with Dr. Coleman on Fridays, specify for Friday.

Follow-up

Return in: 4 Weeks 3 Months **6 Months** 1 Years

6 Days Weeks **Months** Years

Return on: 1/26/2022 Approximately

PRN

For

[Hide additional options](#)

Additional Details

Check-out note: With Dr. Yoon on a Wednesday

Follow-up:

Instructions:

Remind me to:

- Patients check out and receive the AVS with the instructions you typed out, and they make the follow up appointment before they leave

4. After you're done with the note and all of the above, go back to the Wrap up tab - > scroll down to "**Send Chart Upon Closing Workspace**" and choose the attending you staffed with, then click "Send Now"

Send Chart Upon Closing Workspace

+ My List + Other Remove All

Veronica P Cipriani, M.D. x

Comments: High Priority Low Priority

Send Now Full Routing History