

## **EMR Education**

## Minneapolis Primary Care Workflow

LAUNCHPOINT	AMBULATORY INTAKE VISIT DOCUMENTATION
<ul> <li>Assign yourself as a Care Team Member</li> <li>Click the comment icon in the Patient Detail cell to a dd comment if needed: preferred name, etc.</li> </ul>	<ul> <li>ChiefComplaint         <ul> <li>Brief, correct spelling, no abbreviations, no capital letters</li> </ul> </li> <li>Allergies         <ul> <li>Import Outside Records, add/edit as needed</li> </ul> </li> <li>Immunizations</li> <li>Chronic Prob/Family/Social HX/Procedures         <ul> <li>Review Family History</li> <li>Update Social History</li> <li>Home/Environment/Tobacco Exposure, Daycare/School/Work, Tobacco (Confidential)</li> </ul> </li> </ul>
<ul> <li>Click the patient's name to open the chart</li> <li>Complete Visit Documentation</li> </ul>	<ul> <li>Birth/Pregnancy History         <ul> <li>Scheduled Visits: Complete for all patients 2 years of age and under</li> <li>La unchPoint Visits: Complete for all patients 6 months of age and under</li> </ul> </li> <li>Rooming Documentation         <ul> <li>Clinic Intake Primary Care, Well Child Visit (select age), Facility Billing, Non Clinician Visit</li> </ul> </li> </ul>
Remember to <b>Check out</b> your patient at the end of the visit.	<ul> <li>Community Connect, Screening Tools (Hearing and Vision)</li> <li>Shared HPI         <ul> <li>.gpwccBrightFutures - Well Child Check + BrightFutures</li> <li>.gpsymptoms - Onset of symptoms: Clinic Intake Primary Care</li> <li>.gppreop - Pre-Op                 <ul> <li>Complete template with Pre-Op details</li> <li>F3 to move to each _ field.</li> <li>Click  to choose answer from drop down list</li> </ul> </li> </ul> </li> </ul>

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