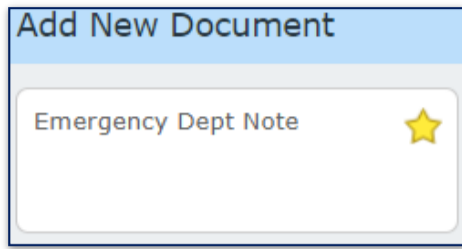


MEDITECH Portal and NonPortal Documentation Options for Emergency Department Notes

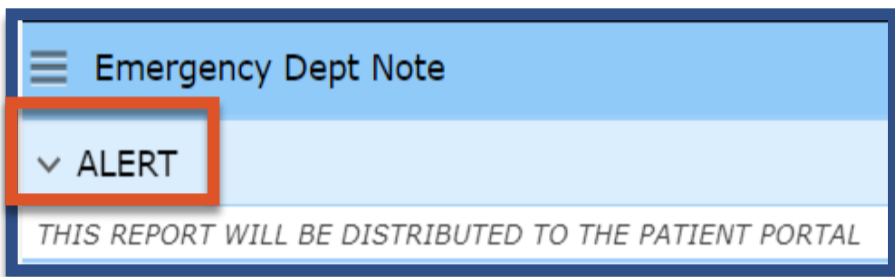
New PDOC Portal Emergency Dept Note

The document template labeled **Emergency Dept Note** in MEDITECH Web **will be** released to MyHealthPortal 24 HOURS after signing.



New Document Section

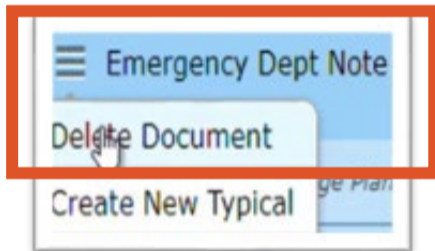
An alert section advises that the templates selected will be available to the patient in MyHealthPortal:



Canceling an unsaved document

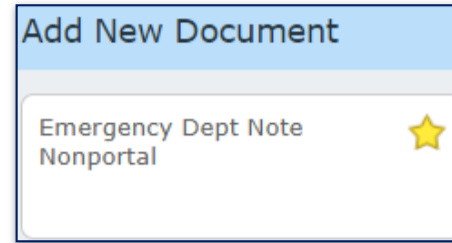
If the incorrect template was chosen:

- Click on the hamburger icon.
- Click **Delete document**.



New PDOC Nonportal Emergency Dept Note

The document template labeled **Emergency Dept Note Nonportal** in MEDITECH Web **will NOT be** released to MyHealthPortal.

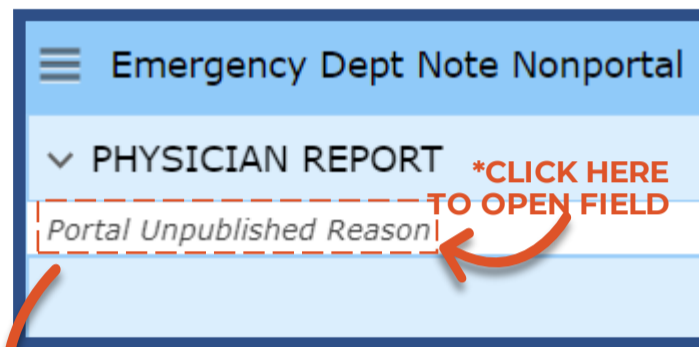


New Document Section

A new reason field has been added to the template to indicate why the report should not be available in MyHealthPortal.

***This field is OPTIONAL**

At this time, we are using this field as an evaluation piece for this change



Select the appropriate Nonportal Reason



Wrong Patient Correction Process for Signed Documents - MEDITECH pDOC

1. Immediately create an addendum stating "This report has been created on the wrong patient and will be cancelled. Please ensure your records are updated accordingly."

2. Create the document on the correct patient.

3. Email DocumentationSupport@interiorhealth.ca so that it can be cancelled in MEDITECH and CareConnect.

Transcription Services Dictation

Phone hospital dictation system



Enter Work Type 10 when prompted



State Portal or Nonportal. **If this is not stated, the document will be published to MyHealthPortal by default**



Documentation Quality Best Practices

- ✓ Use language that mirrors how you speak with patients.
- ✓ Be clear and concise.
- ✓ Continue to use clinical terminology. The chart still needs to convey clinical information using accurate medical terms.
- ✓ Avoid using medical jargon or acronyms that could be misinterpreted by the patient (e.g. 'SOB').
- ✓ Expand abbreviations rather than oversimplify or redefine them (e.g., 'shortness of breath' rather than 'trouble breathing').
- ✓ Review your document for accuracy, completeness, and consistency, and make any corrections or additions prior to signing it.



Sign your documentation in MEDITECH promptly. Draft documents are not distributed to primary care providers or CareConnect.

Nonportal Reasons

Sensitive Information

Concern for patient's safety and well-being. Assess if there is a potential for risk of physical harm to the patient, staff or others. Examples: Sensitive reports may include information regarding sexual, domestic; elder; and/or child abuse, or psychiatric conditions.

Third Party

Avoid including information provided by a third party. Example: Information disclosed in confidence from a relative of a patient, without the patient's knowledge.

Other

Example: Direct request from the patient to prevent the release of the document to MyHealthPortal.

NOTE: The patient has the right to request copies of their nonportal reports through Health Records Departments as per the Freedom of Information and Protection of Privacy Act.

Check out the video to learn more:

https://healthbc.sharepoint.com/:v/r/sites/DiscoverClinTech/Media/Videos/MHP_NEW.mp4?csf=1&web=1&e=68ZrfG

