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Ambulatory: New In-Office 6 Minute Walk Workflow

March 12, 2024

In-Office 6 Minute Walk Workflow Overview

New Workflow effective 3/19/2024: Staff performing a 6 Minute Walk in-office will follow a specific workflow to ensure that the appropriate Technical and Professional Fees are applied to the patient's account.

Overview of Workflow:

- 1. Provider places 6 Minute Walk Amb order to be performed this visit.
- 2. Clinical Staff will document the 6 Minute Walk Amb Powerform via the Task List.
 - **Outcome:** Once the radio button is selected and the form is signed, the technical fee will be applied to the patient's account.
- 3. The Provider will dictate the results of the 6 Minute Walk in their note and enter the **DP** charge for the interpretation.
 - **Outcome:** Once the DP charge order is placed, the professional fee will be applied to the patient's account.

Positions Impacted: All Providers and Clinical Staff that perform the 6 Minute Walk in-office.

Please see below for step-by-step instructions.

Provider Places Minute Walk Order to be Performed In-Office

The Provider has determined that the patient needs a 6 Minute Walk. Follow the steps below to place the appropriate order.

1)	From the Quick Orders page, search and select the 6 Minute Walk Amb order.	New Order Entry Ambulatory - Orders Including Med Admin Ambulatory - Orders and Prescriptions Check Health Plans Check Health Plans Check Health Plans Check Health Plans Injection 60 Minutes Injection 60 Minutes Injection, Day 1
2)	Click the Orders for Signature icon.	🌲 💿 🖬 🔹 No Severity
3)	 The Orders for Signature window will display. a. Ensure a Diagnosis is associated and click Sign. <u>Note:</u> Click Modify Details to add a diagnosis or modify the Requested Start Date/Time if entering outside the date of service. 	Onders for Signature X Ett Mar Association View **Regard This Vid problem association Cit it and to associate a This Vid problem with an order. If Always default association Citer all association •*Regard This Vid problem association Citer gain Out gain Out gain Out calore Citer all associations • Respiratory (0) Interview 1 • 111/2024 8:31 EST, Restine, Once: Citer row 1 Eggin Same Modify Details Cancel

4) Upon signature, the order will display in an **Ordered** Status on the Orders Page and fire a task to the Task List for Clinical Staff to document.



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Clinical Staff Document the 6 Minute Walk Amb Task

When the provider places the **6 Minute Walk Amb** order, Clinical Staff will perform the test and document the Powerform via the Task List to drop the technical fee as described below.

1) C S ti	Once the 6 Minute Walk has been performed, select the Single Patient or Multi-Patient Task List to document the ask. a. Double-click the 6 Minute Walk Amb task to open.	Mena Single Patient Task List Ambulatory MA Summary Image: Single Patient Task List Ambulatory MA Summary Image: Single Patient Task List Decumentation Image: Single Patient Task Orides + Add Medication List + Add Task retrieval completed Image: Single Patient Task List Seegle Patient Task List Image: Single Patient Task List
2) T a 3) S	 The 6 Minute Walk Amb Powerform displays. a. Ensure the Performed on date/time fields match the correct date of service. Select the 6 Minute Walk Complete radio button. 	6 Minute Walk Amb - MMGTRAIN, CARD 6 Minute Walk Amb - MMGTRAIN, CARD Performed on: 01/11/2024 07:55 EST Sx Minute Walk Test Six Minute Walk Test
	• <u>Note:</u> The selection of the radio button is what allows the technical fee to be applied to the patient's account once the form is signed.	C Complete Please complete the 6 Minute Walk field before signing.
4) F a t	 Fill out the appropriate fields on the form. a. Use the scroll bar to display additional fields. b. Click the green Sign Form checkmark in the upper left corner when complete. 	Notes total and Mathematical Mathematical Notes Notes Sign Confination Value of an analysis Sign Sign Confination Sign Sign Confination Sign Sign Confination Value of an analysis Sign Sign Confination Sign Sign Confination Sign Sign Confination Sign Sign Confination Sign Confination Sign Sign Confination Sign Sign Confination Sign Sign Confination Sign Sign Confination Sign Confination Sign Sign Confination Sign Sign Confination Sign Sign Confination Sign Sign Confination Sign Confination Sign Sign Confination Sign Sign Confination Sign Sign Confination Sign Sign Confination Sign Sign Confination Sign Sign Confination Sign Sign Confination Sign Sign Confination Sign Sign Confination Sign Sign Confination Age Producted Distance Producted Distance Sign Sign Confination Sign Sign Confination Sign Software Sign Configure Sign C
5) T t	The task will now display with a green checkmark and a st he patient's account.	atus of Complete. The technical fee will also be applied to

a. Refresh the page to remove the task from the Task List.





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Provider Documents Note and Places DP Charge Order

Once the 6 Minute Walk has been completed, the Provider will document the results within their note and place the appropriate DP charge order to apply the professional fee to the patient's account.

1) To review the results of the 6 Minute Walk, select the Documentation tab.

- a. Select the 6 Minute Walk Text document to review.
- b. Providers may tag text or dictate the interpretation in their note.

2)	 From the Quick Orders Page, select the DP Pul Stress Tst w/msurmnt heart rate ox & O2 titrte 94618 charge order. a. Use the New Order Entry component to search and select the order if needed. 	New Order Entry Image: Content of the second se
3)	Click the Orders for Signature icon.	🌲 o 🔚 💶 🛼 No Severity
4)	 The Orders for Signature window will display. a. Ensure a Diagnosis is associated and click Sign. <u>Note:</u> Click Modify Details to add a diagnosis or modify the Requested Start Date/Time if entering outside the date of service. 	Orders for Signature X Extr User Annotation Know * Regarded The Visit problem sesociation Clock a cell to association Other pain (bit 201) Over classes Clock a cell to association • Nan Categorized (1) Clock a cell to association 4.* Of Julie Stress Tat w/resummet h. Remonth Util 2014 6:31 EST Clear ress Stopp Save: Modify Details Cancel
5)	Upon signature, the professional fee for the interpretation	will be applied to the patient's account.



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