

CERNER FLASH

Ambulatory – Attach Scanned Documents to the Provider Letter February 24, 2021

Overview: Attach Scanned Documents to the Provider Letter

Enhancement: Effective immediately, end users now have the ability to attach scanned documents when creating Provider Letters. This feature allows users to include applicable scanned documents when sending Provider Letters to referring providers/clinics.

Prior to this enhancement, scanned documents could not be attached to the Provider Letter itself and users would have to manually fax the information separately.

Positions Impacted: All Ambulatory Staff and Providers.

Attach Scanned Documents to the Provider Letter

- 1.) From within the patient's chart, select the **Communicate** dropdown on the Toolbar and choose **Provider Letter**.
 - <u>Note</u>: Provider Letters can also be created by the Provider when signing their note.



- 2.) Search and select the recipient's name within the **Provider Letter Recipients** window and click **OK**.
- 3.) Within the Create Letter window, click Browse Create Letter Documents to attach a scanned document to the Task Edit letter. ZZTEST, MARIA Allergies: No Known Allergies Care Team: Mir, MD, Batool Q Loc:OK82 CVI Wtrfrd Mir, Batool MD 🗙 Recipient Subject: Sa Provider Letter **Browse Documents** Transition of Care
- 4.) Ensure that the Since date field is set to include the date of the needed document.
 - a. Select the appropriate document from the left window pane to display the document on the right.
 - <u>Note</u>: The document may not fully display, but will still attach appropriately.
 - b. Select the Attach Full Document checkbox.
 - c. Click OK.



DOING WHAT'S BEST.



CERNER FLASH

Date ^	Subject	Author	Туре	A H Tex	xt From Document		
01/29/21	Ambulatory Comprehensive I	Schnell, Stephanie	Ambulatory Comprehen	0	mently Selected Document		
02/02/21	Transition of Care sent from M.	. HIM, REFUSAL INBOX	Transition of Care Referra		arenny selected bocument		
02/05/21	Vital Signs & Allergies Check	Schnell, Stephanie	Vital Signs Check - AMB				
02/05/21	Ambulatory Comprehensive I	Schnell, Stephanie	Ambulatory Comprehen	Тъ	his document has an image		
02/17/20	External CT		External CT				
02/19/21	Provider Letter	Dickey, DO, John Quenith	h Provider Letter				
02/20/20	Transcribed Lab: HbA1c	Schafer, MD, Michael W	Transcribed Labs: HbA1c				
02/23/21	Scans for Demo	Minarik, Tracey	External Misc	11 I.L.			
01/22/20	Ambulatory Pediatric Care Int	Dunn, Kelly	Ambulatory Comprehen				
10/01/20	Consent Forms	Hood, Brenda	Consent Forms	1	Attach Text Selection Attach Full Document	Attach Docume	nt Sections
10/06/20		Shukri, Sean	Phone Msg				
10/07/20	Ambulatory Comprehensive I	Shukri, Sean	Ambulatory Comprehen				
10/30/20	test	Beam, Stephanie	Patient Letter				
d other i ached c	information to tl orrectly.	he letter as r	needed. Once	finish	hed, click Preview to ens	sure that th	ne chosen docu
d other i ached co e the sc Letter Print P	information to th orrectly. roll bar on the r	he letter as r ight to scroll	heeded. Once	finish [.] and	hed, click Preview to ens	ed docum	ne chosen docu ents.
d other i ached co e the sc Letter Print P	information to the orrectly.	he letter as r ight to scroll	heeded. Once	finish • and Modifier	hed, click Preview to ens	ed docum	ne chosen docu ents.
d other i ached co e the sc Letter Print P	information to the roll bar on the r	he letter as r ight to scroll	heeded. Once through letter	finish · and Modifier	hed, click Preview to ens view the attached scann	ed docum	ne chosen docu ents.
d other i ached co e the sc Letter Print P	information to the orrectly.	he letter as r ight to scroll	through letter	finish • and Modifier (ted Tom Exa 12/	hed, click Preview to ens view the attached scann nd * nography am Date/Time 1//2020 11:16 EST Ordering Provider Bauer, David (MD)	ed docum	ne chosen docu ents.
d other i ached co e the sc Letter Print P	information to the orrectly.	he letter as r ight to scroll 	through letter Compu Exam CT Chest Tomo Angiography raphy) Chest pain radiat	finish and Modifier (ted Tom Exa 127 ting to sh	hed, click Preview to ens view the attached scann rd * nography am Date/Time *//2020 11:16 EST Ordering Provider Bauer, David (MD)	ed docum	ne chosen docu ents.
d other i ached co e the sc Letter Print P	information to the orrectly.	he letter as r ight to scroll 	Exam Compu Exam CT Chest Tomo Angiography raphy) Chest pain radial from PROVIDENCE RO	finish and Modifier (ted Tom Exa 127 ting to sh CHESTER	hed, click Preview to ens view the attached scann rd * nography am Date/Time *//2020 11:16 EST Ordering Provider Bauer, David (MD) houlder blades R HOSFITAL, IMAGING	ed docum	ne chosen docu ents.
d other i ached co e the sc Letter Print P	information to the orrectly.	he letter as r ight to scroll ight to scroll 200016837 is redical recor- rult in unintent mificant report r calling the rai	through letter through letter <i>Compu</i> Exam CT Chest Tomo Anglography raphy) Chest pain radial FION PROVIDENCE ROU d is generated by ional error. Plac- ing error, or ambi- idiology department	finish and Modified (ted Tom Exa 127 ting to sh CHESTER voice ase bri guity i t	hed, click Preview to ens view the attached scann d [*] nography am Date/Time ^{n/2} Ordering Provider ^{n/2} Date/Time ^{n/2} Ordering Provider Bauer, David (MD) houlder blades R HOSFITAL IMAGING recognition software which may ing any suspected clinically in need of correction to my atta	ed docum	ne chosen docu ents.
d other i ached co e the sc Letter Print P	information to the orrectly.	he letter as r ight to scroll ight to scroll 20-0016837 Kations: Chest Tomo Angiogr d TATED AT ASCENS is medical recorn ult in unintent mificant report r calling the ra	through letter through letter <i>Compu</i> Exam CT Chest Tomo Anglography raphy) Chest pain radial from PROVIDENCE RO d is generated by ional errors. Pla- ing error or ambi- idiology department	finish and Modified (ted Tom Exa 127 ting to sh CHESTER voice asé bri guity i t	hed, click Preview to ens view the attached scann d [*] nography am Date/Time Ordering Provider 1/2020 11:16 EST Bauer, David (MD) houlder blades R HOSFITAL IMAGING recognition software which may ing any suspected clinically in need of correction to my att	ed docum	ents.



DOING WHAT'S BEST.