



CERNER FLASH

MODIFYING FINALIZED DYNAMIC DOCUMENTATION

4-01-2020

Workflow Changes Overview

Previous Steps: Previously when modifying a finalized document, providers could only add an addendum.

- **Addend** option is available for a 180-day timeframe.

New Steps: Providers can now **Revise** a finalized document, which allows for modifications within any section.

- **Revise** option is available for a 30-day timeframe.

Revising Final Signed Documents

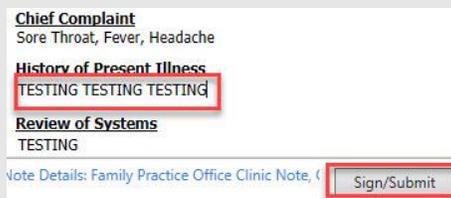
1.) When choosing the option to **Modify** a document, a new dialog box will display.



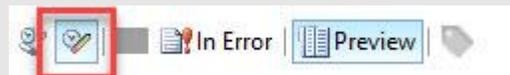
2.) To revise the contents within your document, select **Revise Note**, then click **OK**.

- **Note:** Selecting *Addend Note* will give you the option to add an addendum.

3.) Place your cursor in any section you want to modify to begin adding your modifications, then **Sign** the document.



4.) To view what was modified, open the document and select the **Track Changes** icon.

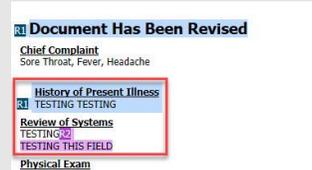


- **Note:** Once the *Track Changes* icon is enabled, it will stay enabled until turned off.

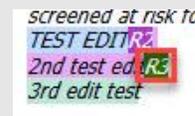
5.) **Revision History** will display at the top of the document, including the user that revised the document and the date of the revisions.



6.) Any sections that were modified will display in a different color text. If more than one user modified the document, the revision will display in a different color each time the document is modified.



7.) If multiple modifications were done at different times, a number will display next to each section indicating the instance it was modified (i.e. 1 for first revision, 2 for second revision, etc.).



Impacted Positions

This change will impact the following positions:

Ambulatory Care Manager	Physician - Genetics	Physician - Podiatrist
BEH Midlevel Provider	Physician - Gerontology	Physician - Primary Care
ED Nurse Practitioner	Physician - Gynecology	Physician - Primary Care OB
ED Physician Assistant	Physician - Hospitalist	Physician - Psychiatrist
Infection Control Practitioner	Physician - IM	Physician - Pulmonologist
Midwife	Physician - Infectious Disease	Physician - Rheumatologist
Nurse Practitioner	Physician - Intensivist	Physician - Sports Medicine
Nurse Practitioner – OB/GYN	Physician - LTC	Physician - Surgeon
Oncology Fellow	Physician - Nephrologist	Physician - Transplant
Oncology NP	Physician - Neurological Surge	Physician - Trauma Surgeon
Oncology PA	Physician - Neurologist	Physician - Urgent Care
Physician - Allergy/Immunology	Physician - NICU	Physician - Urologist
Physician - Anesthesiologist	Physician - OB/GYN	Physician - Vascular
Physician - Anesthesiologist M	Physician - Oncologist	Physician Assistant
Physician - Cardiologist	Physician - Ophthalmologist	RadNet: Radiologist
Physician - Cardiothoracic Surgeon	Physician - Orthopedics	Referring Physician
Physician - Colon and Rectal Surgeon	Physician - Otolaryngology	Resident
Physician - Dermatologist	Physician - Palliative Care	SurgiNet: Anesthesia Resident
Physician - Emergency	Physician - Pediatrician	SurgiNet: Anesthesia Resident Macro
Physician - Endocrinologist	Physician - Physical Medicine Rehab	SurgiNet: CRNA
Physician - Float	Physician - PICU	SurgiNet: CRNA Macro
Physician - Gastroenterologist	Physician - Plastics	