



Surgical Services: Electronic Process for H&P 24-Hour Update

GO-LIVE October 14, 2019

WHAT:

In response to our recent Joint Commission survey, a discrepancy was identified regarding H&P 24-hour update, resulting in non-compliance with completing the *required* 24-hour update on the day of surgery. The GOAL is to achieve 100% compliance on these requirements.

WHY:

During our evaluation of the situation, we were able to *determine* and *correct* the root cause of the issue which stemmed from a flaw in the system with submitting and updating your H&P's. We will now be reverting back to our electronic Cerner process for documenting your H&P 24-hour update by completing the NEW electronic template now built in Cerner. This template allows you to complete the form *without* having to locate your original H&P in the system, as well as generates an audit trail so a surveyor can locate the original document consistently. The new template will also auto-populate the patient information for the pre-op admission process and will automatically save to the H&P folder within the patient's chart once completed.

WHEN:

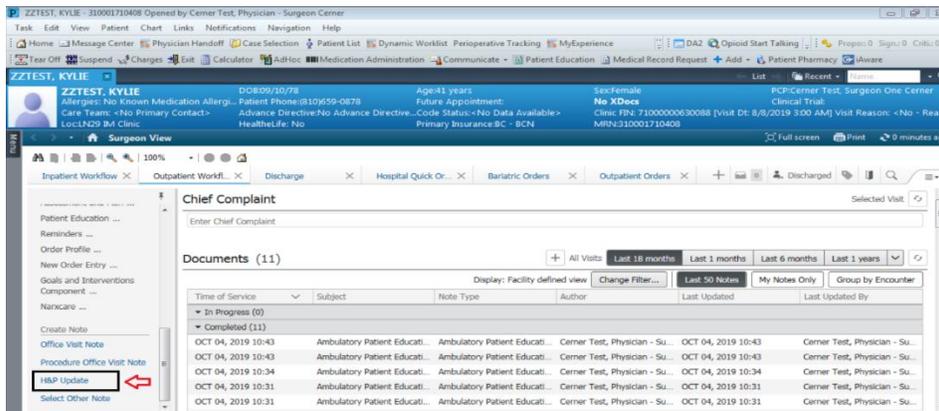
Effective Monday, October 14, 2019 all providers will need to use the new electronic process to complete their H&P update within Cerner. Please note, our nurses cannot take a patient to the OR without an adequate ***Surgical H&P (within 30 days)***, as well as a **24-hour update** confirming that there were no changes, as defined in our bylaws.

*Please contact Dr. Peterson if you have any questions or concerns around this requirement.
Thank you for your attention to this very serious matter!*

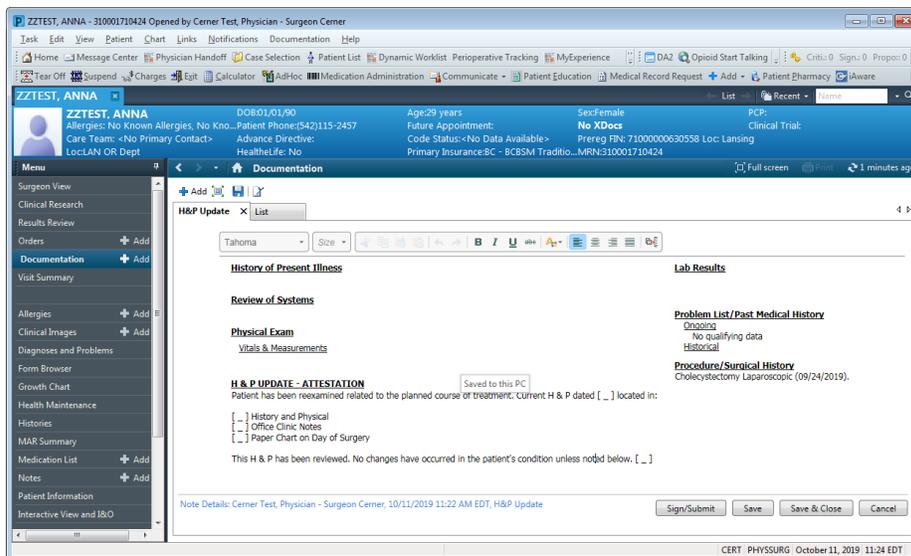


History and Physicals must be less 30 days old and have a 24-hour update. All 24-hour updates must be done electronically.

Click on the link provided within the patient's chart as pictured below.



After selecting the H&P update the following window will open. Be sure to update the attestation with the date of the original H&P and any condition changes (if there are any).





Note—In the attestation, for History and Physical Update, there are check boxes for the location of the full History and Physical. If the H&P was reviewed from electronic or scanned documents in the History and Physical folder, check “History and Physical”, if it was reviewed from Office Clinic Notes (MMG doctors), check “Office Clinic Notes”, if it was reviewed from a paper copy on the physical chart, please note it as such. This declaration provides an important step in validating our regulatory compliance of making sure that a H&P is on the chart and can be found quickly/efficiently and the 24-hour update links to the correct document.

Patient has been reexamined related to the planned course of treatment. Current H & P dated [_] located in:

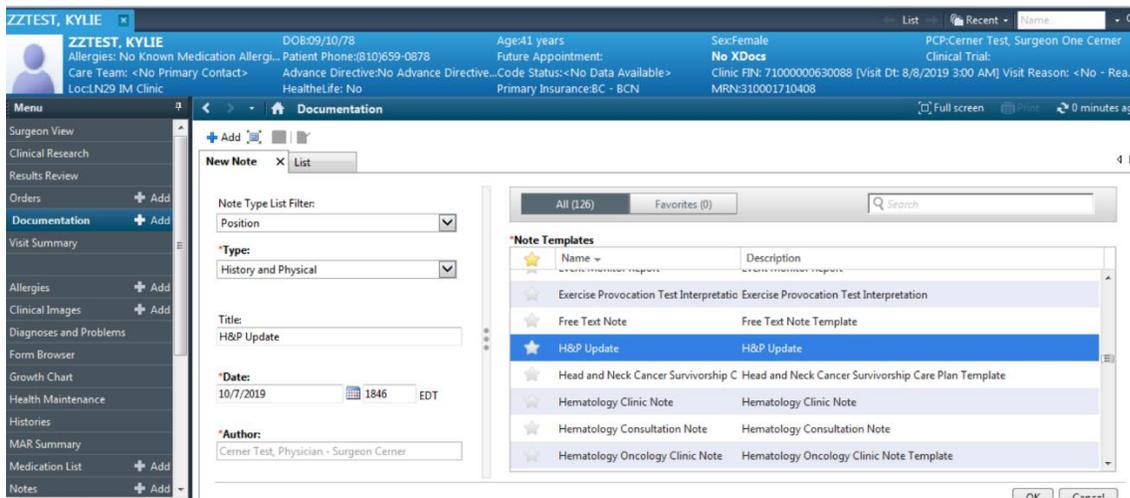
- [_] History and Physical
- [_] Office Clinic Notes
- [_] Paper Copy on Day of Surgery

This H&P has been reviewed. No changes have occurred in the patient's condition unless noted below. [_]

To Complete the Attestation – Dragon or Keyboard Friendly:

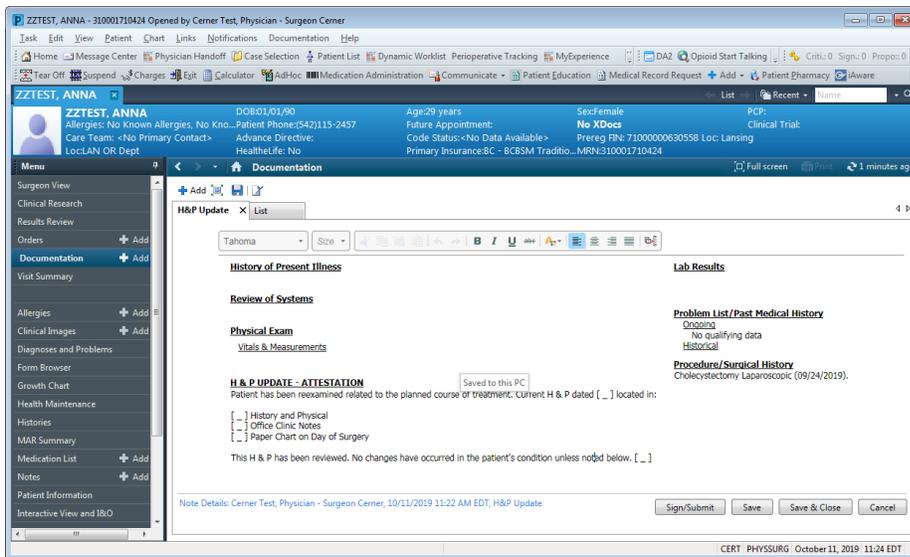
- **To Use Dragon:** Use “Next Field” (>>) to navigate to H&P Date, full H&P Location and to dictate any changes in patient’s condition. In the Location field, say “X” to indicate method of full H&P.
- **To Type:** Use function F3 to navigate to H&P Date, full H&P Location and to type any changes in patient’s condition. In the Location field, type “X” to indicate method of full H&P.

Additionally, it can be accessed by choosing Documentation from the patient’s chart as pictured below.





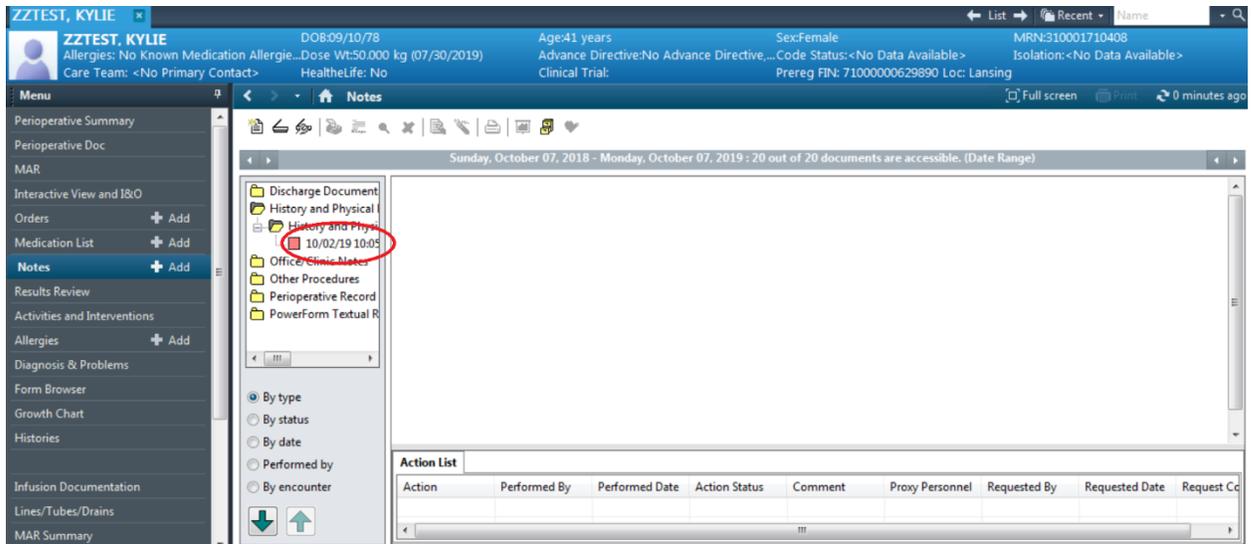
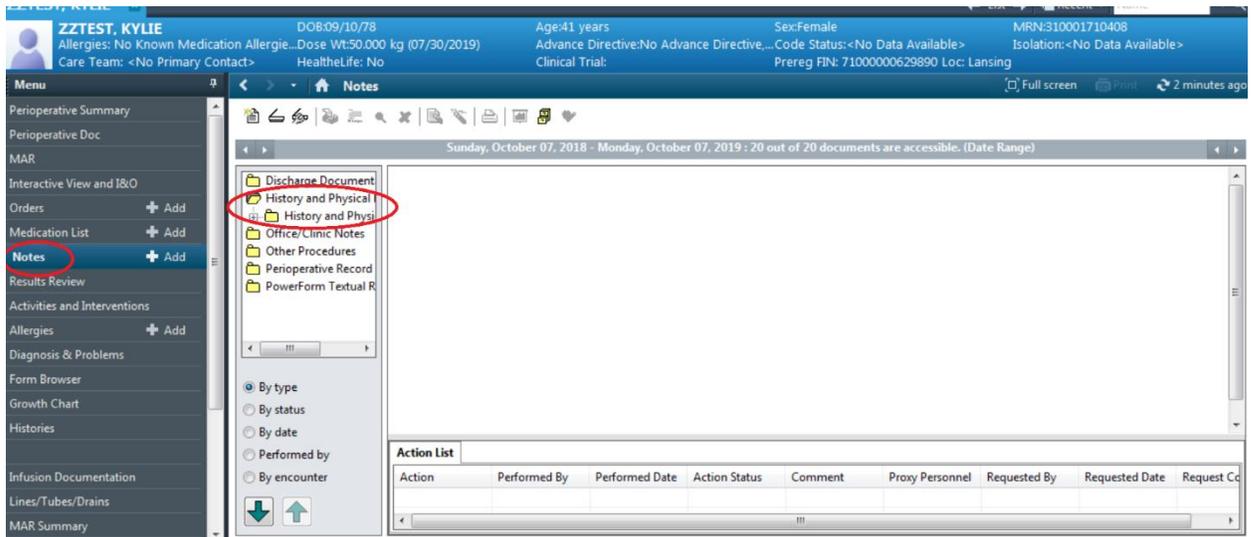
Select History and Physical as the note type and then choose H&P Update as the template. Be sure to update the attestation with the date of the original H&P and any condition changes (if there are any).





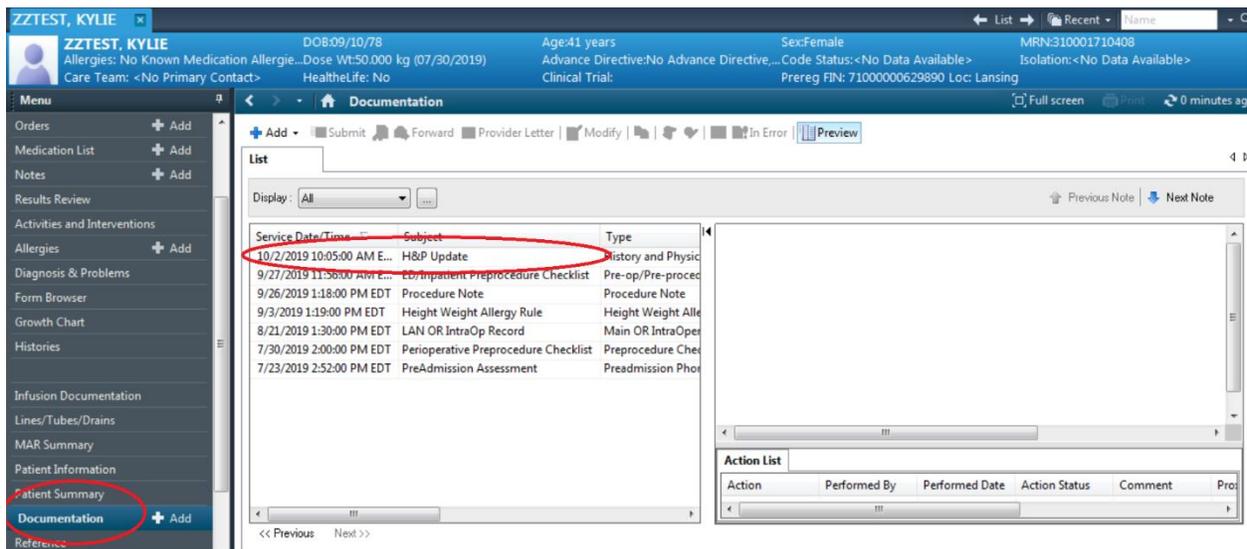
History and Physicals must be less 30 days old and have a 24-hour update. All 24-hour updates must be done electronically.

Click Notes within the patient's chart as pictured below.





Additionally, it can be located by choosing Documentation from the patient's chart and look for the document labeled H&P Update.



Note—The History and Physical Update will always be in the “History and Physical” folder under “Notes” however the History and Physical Itself could potentially three locations

1. History and Physical—either electronic or scanned
2. Office Clinic Notes—electronic (for MMG providers)
3. On Paper (Physical Chart)—if the H&P was not submitted 2 days before the Date of Service