

Emergent Care Summary Training Guide

HEALTHeLINK, with the assistance of two ED providers, has developed an “Emergent Care Summary” that pulls specific data into a single document based on the requirements identified by them. This Training guide contains the instructions to access this document. The content is a high-level view. More detailed information is available in the HEALTHeLINK patient summary.

1. From the HEALTHeLINK patient summary, select “Download Summary PDF” from the Patient Actions window on the left. *This will only work from “download Summary PDF”. Do not select “Download selected items as PDF”*
2. This will open “Download PDF”
3. Select Emergent Care Summary from dropdown menu
4. Enter a start and end date to limit data to a specific date range
5. Check the box labeled “Include Clinical Items without date” to include data that may have been received without “received on date” (suggested)
Sections like; Medications, Allergies, and Conditions are common sections that may not have dates. This does not mean that there are never dates for these sections but, for users that are interested in these sections, they should check the box.
6. Click “Download”
7. This will produce a PDF document that can be viewed or printed.

The screenshot displays the HEALTHeLINK patient summary for Stacey Healthelink, a 36-year-old female born 12/01/1980. The interface includes a navigation menu on the left with 'Patient Actions' and 'Hidden sections with data'. The main content area is divided into several sections: Emergency Encounters (11), Inpatient Encounters (15), Ambulatory Encounters (78), Laboratories (89), Medications (128), Imaging (8), and Immunizations (31). A 'Download PDF' dialog box is open, allowing the user to select a PDF to download. The dropdown menu shows 'Emergent Care Summary (BET)' as the selected option. There are also fields for 'Start Date' and 'End Date', and a checkbox for 'Include Clinical Items Without Dates'. The dialog box has 'Download' and 'Cancel' buttons.

There are several sections in this PDF outlined below:

1. Patient Demographics

The demographics section contains patient name, address, gender, date of birth, phone number(s), and HEALTHeLINK Global Identifier. In addition to these fields, the demographics contain the specialists that the patient has been seen by and contains a table of contents of the sections that contain information.

- **Primary Providers** are providers that come in on messages from data sources.
- The right hand side has a table of contents that contains a hyperlinked list of all the sections that were generated and had information. This means that there could be sections that are typically included in the document but are not displayed for a specific patient as no data exists.

2. Emergency Encounters

This section contains the encounter date, admission reason/chief complaint, and the facility where the patient was seen.

- **Encounter Date** is dependent on the source providing the correct information on each encounter message that is sent.
- **Admit Reason** is sent in varying formats across sources, as well as, not sent at all in some cases. Blanks in this column represent an encounter message that did not contain an admit reason.

3. Inpatient Encounters

This section contains the admission and discharge date, admission reason/chief complaint, and the facility where the patient was seen, as provided by the data source.

- **Admission Date/Discharge Date** is dependent on the source providing the correct information on each encounter message that is sent.
- If encounter messages are sent in without **Admission** or **Discharge** dates, those fields will be defaulted to the message received on date. This issue shows up on the document as a negative encounter duration.
- **Admit Reason** is sent in varying formats across sources, as well as, not sent at all in some cases. Blanks in this column represent an encounter message that did not contain an admit reason.

4. Medications

Note: Medication information provided as is, and may not represent a comprehensive medication list. Surescripts reported filled medications will only be included if a ESI Medication History Query is performed prior to generating this document.

The Medications section contains the status of the medication (Current or Prescribed), Start and End dates, Medication Name, and Last Fill Date.

- Medication **Status**, (Prescribed/Ordered), is dependent on EMR capabilities and user input to ensure accuracy. We know not all medications captured and sent to HEALTHeLINK will reflect 100% accuracy.
- Medication information is sent to us via Practices, Hospitals, and one Pharmacy system. Surescript reported medications will only be included if any user has recently ran an ESI medication query for the current patient (ESI medications last 48 hours on the chart).

5. Diagnosis

The diagnosis section contains Diagnoses/Conditions/Problems, the reporting Data Source and, if available, the Diagnosed on Date.

- Without an actual date, the section could not be ordered chronologically, so they will default to received date order.

6. Radiology

This section will contain all radiology studies performed, the data source, and date of study.

- The radiologist's report will be present within the HEALTHeLINK patient summary.