

Creating a Precompleted Note from Document Viewing

1. Select the **desired note** you wish to precomplete

2. Complete all **sections** of the note that you wish to be precompleted

3. Pull in allergies and medications if you want to have these in your note each time. These will be accurate for future patients because the system knows to pull in the medications and allergies for the patient's chart you have open

Note Details: Family Medicine Clinic Note, TRNATTENDFCML, TRAIN, 06/30/2016 8:28, Ge...

Sign/Submit Save Save & Close Cancel

Documentation Term Tools Help

- Add
- Insert Encounter Pathway...
- Insert Precompleted Note...
- Sign/Submit... Ctrl+G
- Submit for Transcription... Ctrl+M
- Save Ctrl+S
- Save as Precompleted Note...
- Close Note
- Recover Deleted Notes
- Note Details...

3. Click on **Documentation** on the toolbar.

4. Then select **Save as Precompleted Note** from the menu

5. Name the note that will make sense to you (e.g. URI)

6. Click **Save as New**

Note title: General IM Clinic Note

Encounter pathway(s): General Complaint *

Save as shared precompleted note.

Save as New Update Existing Cancel

Document Viewing

Full screen Print 0 minutes

Add Forward Dictate Find Term Required

New Note List

Hide Note Details

Type: Family Medicine Clinic Note

Date: 06/30/2016 0913

Title: General IM Clinic Note

Encounter Pathway Existing **Precompleted** Catalog Recent Favorites

Search: Contains

Restricted display by:

My notes only Note Type Associated Diagnosis

Recent Favorites

Delete

Title	Encounter pathway	Shared	Last changed by	Perform/Service Date/Time	Sentences
General IM Clinic Note	General Complaint *		TRNATTENDFCM1, TRAIN	06/30/2016 08:35:13	

OK Cancel

How to update a Precompleted Note

Document Viewing

Full screen Print 5 minutes a

Add Forward Dictate Find Term Required

General Complaint * Office Visit Note List

Visit Information

Chief Complaint

History of Present Illness

Review of Systems

Health Status

Histories

Physical Examination

Health Maintenance

Review / Management

Impression and Plan

Professional Services

NKA- No reactions were documented.

Current medications: (Selected)

Prescriptions

Prescribed

lisinopril 5 mg oral tablet: 5 mg, 1 Tablet(s), Oral, Daily, 30 Tablet(s), 0 Refill(s)

Documented Medications

Documented

Daily Multiple Vitamins: 1 Tablet(s), Oral, Daily, 0 Refill(s)

albuterol: 0 Refill(s)

Problem list:

Medical

Hypertension / 86491 / Confirmed

Histories <Hide Structure> <Use Free Text>

Past Medical History

include past medical history

No active or resolved past medical history items have been selected or recorded

/ Free text past medical history

Family History

include family history

No family history items have been selected or recorded

/ Free text family history

Procedure history

include procedure history / Free text procedure history

Social History

Social history (ST) / Negative / Unknown / Denies alcohol, tobacco and drug use / Safety issues+ / Alcohol use+ / Tobacco use+ / Drug use+ / Family/Social situation+ / OTHER

Physical Examination <Show Structure> <Use Free Text>

VS/Measurements

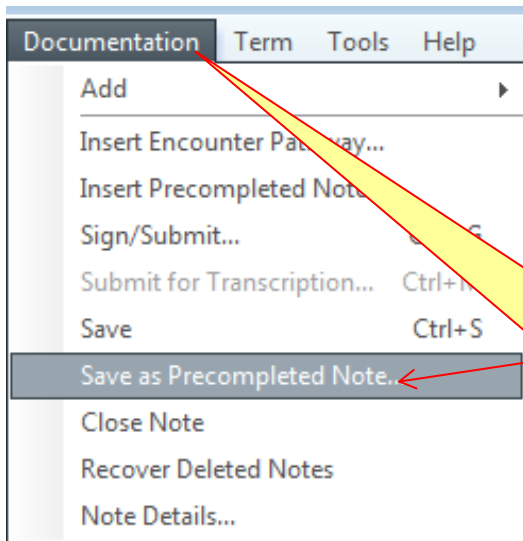
Vital Signs

Health Maintenance <Show Structure> <Use Free Text>

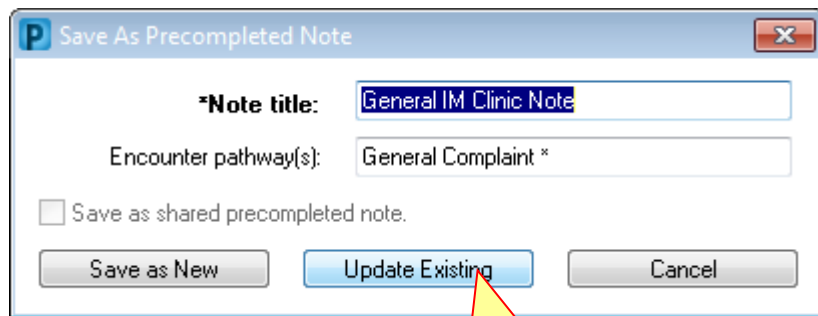
Immunization schedule

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Sign/Submit Save Save & Close Cancel



2. Click **Documentation** on the toolbar.
3. Then select **Save as Precompleted Note** from the menu



4. Click **Update Existing** to update a Precompleted Note