

Table of Contents

Access the Patient Chart	2
How to find a patient on the list of "My Patients"	
Review the Patient Chart	3
SnapShot	3
Chart Review	3
Results Review	
Flowsheets	
Allergies	6
Problem List	
Medications	7
Histories	
Growth Charts	
Upcoming Appointments	8
Help and Contact Information	8

Access the Patient Chart

Users may need to access a patient's chart if there is or is not an established relationship with that patient.

How to find a patient on the list of "My Patients"

1. From the Home page, click the **Patient** button or the **Select a patient** link. A Patient Search screen will appear.

KAISER Forme In Basket Referral Search Claims	Upcoming Appts - My Patient	1		Menu Log Out	P	
Welcome to Kaiser Colorado Affiliate Link					К 2 К 2	0
kaiser Permanente.	1 Select Patient	Open Chart Review	Place Order	Claim Search		

- 2. Select the search option that fits the situation:
 - a. My Patients: patients added to the user's list via referral or a recent search
 - b. Recent: recently viewed patients
 - **c.** Name or MRN: Enter the patient's Kaiser Medical Record Number or search by name. When searching by name, it is suggested to follow the 3 x 3 rule first three letters of last name, first three letters of first name.
 - d. **Search All Patients**: Click this field to open, complete as many demographic fields as possible and click **Search**.
 - If found, Select the patient or Cancel the search and return to the search screen to add additional information.
 - Confirm it is the correct patient and click Accept.
 - Using Search All Patients will add the patient to the My Patients tab for 10 days.
 - Note: this option can be set as a default

Patient Search Image: Search My Patients Image: Search My Patients Name or MRN: Image: Market of the search criteria Image: Search All Patients Image: Market of the search All Patients Market of the search All Patients Image: Search All Patients Image: Search All Patients	KAISER AND KAISER	Claims Upcoming Appts - My	Patient Admin			Menu Log Ou	ut Epic
Search My Patients Addemoted search criteria My Patients MRN DOB Age Search MRN DOB Age Search MRN DOB Age Search MRN DOB Age Search Home Region Addensital search criteria MRN DOB Age Search Name MRN DOB Age Search All Patients Make this Search All Patients Search All Patients Make this Search All Patients </td <td>SnapShot Chart Review Results Review</td> <td>Flowsheets Allergies</td> <td>Problem List Medications</td> <td>Histories Grow</td> <td>th Charts Den</td> <td>nographics</td> <td></td>	SnapShot Chart Review Results Review	Flowsheets Allergies	Problem List Medications	Histories Grow	th Charts Den	nographics	
All and b Name or MRN: C My Patients Recent Patient Name MRN DOB Age Sex Home Region ZZ CDTEST,TYECOOK 12 05/26/2006 13 yrs F COLORADO REGION We Search All Patients Make this Search All Patients Make this Search and patient search criteria Search and patient search criteria Make this Search and patient search criteria Search All Patients Make this Search All Patients Make this Search and patient search criteria Search and the MRN should be sufficient to gain access to the patient's chart. If you do not have the MRN, you can lot patient using their full name, sex, and date of birth. Address fields also help match. If still unable to locate your patient, plut the STAT number: MSCC 877-895-2705. Patient Select MRN: Search Birthdate: MRN: State: P Address: Zip Code: State: P	Patient Search						ē 0
Addressial search criteria My Patients Recent Patient Name MRN DOB Age Sex Home Region ZZ CDTEST,TYECOOK 12 05/26/2006 13 yrs F COLORADO REGION Image: Search All Patients Image: Search All Patients Make this Search All Patients Image: Search All Patients Make this Search All Patients Search II patient using their full name, sex, and date of birth. Address fields also help match. If still unable to locate your patient, plet the STAT number: MSCC 877-895-2705. Patient Select Image: I	Search My Patients						
ZZ CDTEST, TYECOOK 12 05/26/2006 13 yrs F COLORADO REGION			iteria	Search			
Search All Patients Make this Search All Patients S	Patient Name	MRN	DOB	Age Sex	Home Regio	n	
Search All Patients U Search All Patients U Searching with the MRN should be sufficient to gain access to the patient's chart. If you do not have the MRN, you can loc patient using their full name, sex, and date of birth. Address fields also help match. If still unable to locate your patient, ple the STAT number: MSCC 877-895-2705. Patient Select Name: Sex: Birthdate: MRN: Address: Zip Code: City: State:	ZZ CDTEST,TYECOOK	12	05/26/2006	13 yrs F	COLORADO	REGION	
patient using their full name, sex, and date of birth. Address fields also help match. If still unable to locate your patient, ple the STAT number: MSCC 877-895-2705. Patient Select Name: Sex: MRN: Address: Zip Code: City: State:	Search All Patients	Search	All Patients				Make th
Name: Sex: Birthdate: ▲ MRN: Address: Zip Code: City: State:		patient us	ing their full name, sex, and da number: MSCC 877-895-2705	ate of birth. Address fields	e patient's chart. If also help match.	you do not have If still unable to lo	the MRN, you can lo ocate your patient, p
Birthdate: MRN: Address: Zip Code: City: State:					6		
Address: Zip Code: City: State:						\$	
City: State:							
			Address:		Zip Code:		
🔎 Search 🔍 Clear			City:		State:		Q
					[Search	Clear

Review the Patient Chart

Once a patient is selected, a menu of tabs displays for navigating the patient record. These tabs are covered in more detail below.

KAISER PERMANENTE Home	In Basi	et Referral S	earch Claims	Upcoming Ap) opts - My	Zz Cdtest, Ty	vecook Admin				Menu	C+ Log Out	Ęp	
2.		SnapShot	Chart Review	Results I	Review	Flowsheets	Allergies	Problem	List Medica	ations H	Histories			
Tom		☆ Chart Re	eview - Loaded:	30					Search Cl	hart		Q.	53 e	0
·····	J	Encounters	Notes/Trans	Referrals	Labs	Procedures	Radiology	Meds (Other Orders	Episodes	Letters			

<u>SnapShot</u>

The Patient SnapShot provides a high-level overview of the patient medical record including Allergies, the Problem List, Demographics and the Last 4 Visits.

	Basket Referral Search Clalims Upcoming Appts - My Zz Cdtest, Tyecook Admin Menu Log Out	6
1	SnapShot Chart Review Results Review Flowsheets Allergies Problem List Medications Histories ···	
Tom	☆ Patient SnapShot	0
	SnapShot I Longitudinal Plan of Care	
Tom Zz Cdtest Female, 13 year old, 5/26/2006 MRN: 12	 Patient Care Coordination Note Alice Alexander Wed Jan 2, 2019 4:40 PM Patient about to be admitted for CD inpatient care. 1/2/2019. Will work to get patient bonded to CD therapist after discharge. Patient is participating in the Strategies for Overcoming Residual Depression study. This is a study of an online program for treatment of residual 	
Jeffrey A Kerr-Layton MD PCP ALLERGIES (4 OF 6)	depression symptoms using mindfulness based cognitive therapy. Contact study coordinator Jennifer M Boggs (303-614-1368) with questions.	
Pcn Class [Penicillins Class] Human Papillomavirus Vacc,qv	Demographics Demographics	T.
Codeine-guaifenesin	Tom 2: Ottest Confidential	1

Chart Review

Chart Review is read-only, so several users can simultaneously view information for the same patient using the activity. Chart Review allows users to view a vast amount of information about a patient, from reports about past encounters to prescribed medications. The Chart Review tabs are populated with data entered into KPHC.

Click the tab with the type of information you'd like to review (for example, Encounters, Meds, or Radiology) or enter a search term in **Chart Search** to quickly find information in a patient's chart.

KAISER AISER PERMANENTE Home In Ba		Claims Up	coming Appts - My	Zz Cdtest, Tyecook	Admin		Menu Log Out	Epio
1 - A - A - A - A - A - A - A - A - A -	SnapShot Char	t Review	Results Review	Flowsheets Aller	gies Prot	olem List Medications	Histories	
Tom	☆ Chart Review	- Loaded:30, F	iltered count:30			Search Chart	Q	ē 0
	Encounters Not	es/Trans R	eferrals Labs	Procedures Radio	ogy Meds	Other Orders Episod	les Letters	
	E Start Review 2	Refresh 🔳	Encounter Flowsheets	s 🔻 Filters 🔸 🗸 🕻	Default filter			
Tom Zz Cdtest	Filters: Default filter							
Female, 13 year old, 5/26/2006 MRN: 12	When v	Туре)	With		Description		
Jeffrey A Kerr-Layton,	Upcoming Visits 01/01/209	9 × Pre∹	admit (Canceled)	Surgery, General	Dall'Era, J	CA COLORECTAL, HEREDI	TARY NONPOLYPOSIS, CA	RRIER.
PCP	01/30/202	0 × Pre-	admit (Canceled)	Surgery, General	- Chen, M	GROIN PAIN		

Using Filters in Chart Review:

For patients with large charts, use filters to narrow down the list of visits, labs, medications, or other information in Chart Review. For example, on the **Encounters** tab, you can filter the list so you see only the visits associated with certain providers.

- 1. Click Filters or use the dropdown arrow next to the Filters button to view filter choices.
- 2. Select a filter type and then check corresponding boxes next to the values to be viewed. For example, select Encounter Type and then select the Dx/Impressions.

Chart Review	- Loaded:918	52												
Encounters Notes/Trans Referrals Labs Procedures Radiology														
Start Review	Refresh	Encounter I	Flowsheets	▼ Filters ·	Default f									
When 🔻		Туре	With	Appointment St										
Upcoming Visits				Attachment Typ										
01/01/20)99 ×	Pre-admit (Canceled)	Surgery, G Dall'Era, J	Chief Complain Department Sp Dx/Impressions	ecialty C									
01/30/20	20 ×	Pre-admit (Canceled)	Surgery, G Chen, M	Encounter Clas Encounter Dep	s									
01/01/20	20 ×	Pre-admit (Canceled)	Surgery, G Litoff, D	Encounter Type Episode Linked										
08/01/20)19 ×	Appointment	Optometry Petersen,	Episode Medication Primary Dx	hi									
06/19/20)19 ×	Appointment	Ophthalmo Laroche, (Provider Order	in									
Recent Visits				Admissions/Ou										
06/07/20)19 🗔	Appointment	Primary Ca	Specialty (Prov	ider First)									

- 3. Select the criteria to search for in the category you selected in step #2.
- 4. Click **Apply** to see the results.

	Diagnoses/Impressions A	#Eng	: Last Date
)	<unknown></unknown>	1	10/22/200
)	ABDOMINAL AORTIC ANEURYSM	3	09/11/2018
)	ABDOMINAL PAIN	18	05/03/201
	ABNL WEIGHT LOSS	1	07/14/201
	ABSCESS, LEFT EYELID	1	12/22/201
	ACNIT	Apply	X Cancel

Results Review

Review Results for a Specific Time frame using the Results Review Date Range Wizard.

SnapShot	Chart Review	Results Review	Flowsheets	Allergies	Problem List	Medications		
☆ Results	Review Date	Range Wizard					Ø	
	t a date option fror o the date field.	n the list below. To ret	_	rom the result	s display, click th	e 'Use Date Rang	ge Wizard'	
			ce time mark last s	et New res Extende				
		Today's data Data for last 30	days	Extende Latest d	ed view ata view			
		Data for last 6 r	months	Conden	sed view			
		Data for last 12	months	Conden	sed view			
		Show this page	before displaying F	Results Review				
			✓ Acce	pt 🗙 Car	ncel			

Flowsheets

The Flowsheets activity allows the user to view a customizable collection of data (such as vital signs or lab results) that can be compared numerically or graphed to help determine trends over time.

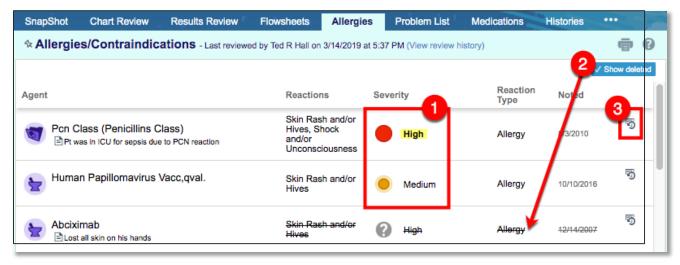
- 1. Select a flowsheet from the search field or use completion matching to find the desired result to graph.
- 2. Select the range of data to be displayed
- 3. Select the type of graph to display results (Line Graph or Bar Graph)

SnapShot Chart Revie	w Res	ults Review	Flo	wsheets	Allergies	s Prob	olem List	Medications	
Flowsheets								К. Л. Ш. У.	ē (
Eline Grap	Refres		d 🕨 Loa	id More	Q			Dates in: Column	ns O Rows
IPIDS WITH LFT'S CO	2440200	4412412000	700040	40/20/2040	0/47/2042	014012042	70.00044		
Cholesterol	3/11/2009 200	11/24/2009	7/2/2010	10/28/2010	8/17/2013	8/19/2013	7/24/2014		
Trig	200								
HDL	40								
LDL	140								
(Outside) Total Cholesterol			10	10	10	195	100	2	
(Outside) Triglycerides			150	10	100		99	-	
(Outside) HDL			25	10	15		98		
(Outside) IIDE			45		200		97		

Allergies

When verifying a patient's allergies, review the **Allergies/Contraindications** activity. After allergies are entered, they appear in the patient header. When ordering medications or supplies that interact with a documented allergy, the user is notified with a medication interaction warning. Note the following in the Allergies activity:

- 1. High-severity allergies appear highlighted in yellow with a red dot. Medium severity allergies appear with a yellow dot.
- 2. To view deleted allergies, click **Show deleted**. Deleted allergies appear with strikethrough text.
- 3. Some patients' allergies change over time. Click **View History** for an audit trail of changes to allergy documentation. This can provide a more complete picture of the patient's allergy over time.



Problem List

Use the Problem List activity to manage a patient's ongoing medical problems. Use the list to track the progress and treatment of those conditions from initial onset to present day. The problem list is designed to be a complete list of the major health issues a patient is dealing with and is used to manage these issues over the long term. It is normally maintained by the patient's primary care physician but also updated by each member of the patient's care team. Note the following in the Problem List activity (refer to image on following page):

- 1. Click View History to review past updates for a particular problem.
- 2. Click **Show resolved** to view resolved problems at the bottom of the Problem List. Resolved problems appear in italics.
- 3. Click **Show deleted** to view problems that were added to the problem list and then deleted. Deleted problems appear at the bottom on the list with strikethrough text.

Sn	apShot	Chart Review	Results Review	Flowshe	ets Allei	rgies	Problem List	Medi	cations	Histories			
ণ্ম	Problem	List - Last review	red by Ted R Hall on 3	3/14/2019 at 5:3	7 PM					2		• 6)
									√ Sh	ow resolved	√ Shov	3 v deleted	đ
	Problem			Priority	Class	Note	d Reso	olved	Updated				
	IRON DE	FICIENCY ANE	MIA			12/12	/2018	0	12/12/2018 Tulip, Emma View History			3	
	MIGRAIN	NE (Resolved) ent The patient has a h	2 istory of Headache	3-MEDIUM		4/22/2	2011 5/11/2	2011	11/27/2012 Robertson, I View History			8	
¥	,	GASTROESOPH DISEASE)				7/6/20	111		2/23/2012 Boyer, Jonal View History			8	
_													

Medications

The Medications activity provides a complete list of the medications a patient is currently taking and the entire history of medications that have been entered into the system. Columns can be sorted by clicking a column name.

SnapS	hot Chart Review	Results Review	Flowsheets	Allergies	Proble	m List	Medications	Histories		
ኈ Me	dications								кл КЛ (7 0
									Sho	w History
	Medication			Sta ▼	rt Date	End Date	Last Administratio	n		
	Syringe with Needle, E Syringe Use as directed for intramuse			Misc 5/18	i/2019			5		
۲ù	Amoxicillin 250 mg Ora Take 1 capsule by mouth 3 tir		nfection Test	5/10)/2019			2		8

Histories

The Histories report displays the information entered in the History Doc activity. The report includes information about the patient's medical history.

SnapShot	Chart Review	Results Review	Flowsheets	Allergies	Problem List	Medications	Histories	
☆ Historie	S							ē
Patient	Information Name est, Tyecook (12)		Sex Female	DOB 5/26/2006	;			
Diagno	cal History —	Date		Comment			Sourc	
	ess due to DM 1. HYPERTENSION)	2016	1				Provie Provie Provie Provie Provie	der der
∠ Surg	ical History	Later	rality Date		omment		Source	
ADENOIDECTOMY APPENDECTOMY		Later	any Date	0	Jinnen		Provie	der der

Growth Charts

When working with pediatric patients, there may be a need to view their growth statistics mapped out on a growth chart curve. View the patient's growth in the Growth Chart activity. Several growth chart datasets and corresponding curves are available in the Growth Chart activity depending on your patient's age, sex, and problems.

SnapShot	Chart Review	Results Review	Flowsheets	Allergies	Problem List	Growth Charts	••••
☆ Growth	Charts						
G Head Circu	umference 🚦 Leng	th 👔 Weight-for-leng	th 😭 Weight	👬 BMI 🔡 H	eight Velocity 🛛 🕄	Redraw Graph	
		Reference datasets:	CDC GIRLS (2-	-20 YEARS)	🗧 🗹 App	bly patient filter	
Growth Ch	art: United Stat	es - Weight-for-s	tature Perc	entiles (Pres	choolers, Girls	, 2 to 5 years)	
- 28						62	 97th percentile 95th percentile
							90th percentile

Upcoming Appointments

Open a patient's chart directly from **Upcoming Appointments** to quickly view his/her information.

- 1. Click the Upcoming Appointments button on the top toolbar.
- 2. Click the patient link to open the patient's chart.

					The second secon	1		. /				1
Upcoming Appointments - My F	atients									e		
		From	: 6/10/2019 🔲 T	o: 7/10/2019	Search							
											- 1	
Decoming Appointments - N	ext 30 Days								6/10/2019	- 7/10/2019		. 1
CAREPOINT PC (1) 6/10/2019 ☆												1
1:30 PM 🔭 Test, Patie		N	lurse Visit	UROLOGY			NURS	SE VISIT RN L	TM UROL	30m		
Male, DOB	Patient Inst			Phone: 303-861-								
	Location Inst	merge ont	ST, VIA E-470 (TOLL to Lincoln Ave. Turn ri	ght onto Lincoln Ave	e. and follow sig	ward Colorado S gns for Park Me	Springs (pa adows Dr.	artial toll road). Turn right onto	Take Exit 193 Park Meadow	to /s Dr.		
			st Station St. The me	dical offices will be o	on your left.							
	SnapShot	Chart Review	Results Review									
		Onder Review	Results Review	Flowsheets	Allergies	Problem Li	st M	edications	Histories	Growth	Charts	
	☆ Patient S		Results Review	Flowsneets	Allergies	Problem Li	st M	edications	Histories	Growth	Charts	
l		SnapShot		Flowsneets	Allergies	Problem Li	st M	edications	Histories	Growth		
	SnapShot	SnapShot	n of Care	Flowsneets	Allergies			edications	Histories	Growth		
	SnapShot	SnapShot	n of Care	Flowsneets	Allergies	Problem Li		edications	Histories	Growth		
	SnapShot	SnapShot	n of Care	Flowsneets	Allergies) Last 4 Vi		UC with 2	61QU0200X -			
	E SnapShot Currently Demogra Mike E Bris	SnapShot	n of Care ce 6/10/2019) 3691 S GIBRALTI	ER ST	Allergies				61QU0200X -			
	SnapShot Currently Demogra Mike E Bris 74 year old r 11/3/1944	SnapShot Longitudinal Plar y Admitted (sind aphics snehan male	n of Care ce 6/10/2019) 3691 S GIBRALTI AURORA CO BRALTI 303-893-9622 (H)	ER ST 13	Allergies) Last 4 Vi Today		UC with 2/ BLADDER	61QU0200X - PROBLEM er Telephone I	- Weeks, A	R J	
	SnapShot Currently Demogra Mike E Bris 74 year old or	SnapShot Longitudinal Plar y Admitted (sind aphics snehan male	n of Care ce 6/10/2019) 3691 S GIBRALT(AURORA CO 800	ER ST 13	Allergies) Last 4 Vi		UC with 2 BLADDER Call Cente Leopard, 1	61QU0200X - PROBLEM PT Telephone I	- Weeks, A Encounter v	R J	
	SnapShot Currently Demogra Mike E Bris 74 year old r 11/3/1944 Comm Pref:	SnapShot Longitudinal Plar y Admitted (sind aphics snehan male :	n of Care ce 6/10/2019) 3691 S GIBRALTI AURORA CO 800 303-693-9622 (H) 720-937-5590 (M)	ER ST 13) Last 4 Vi Today		UC with 24 BLADDER Call Cente Leopard, 1 PHONE CC	61QU0200X - PROBLEM rr Telephone I M NSULT-UROLI	- Weeks, A Encounter v OGY	with callc	
	SnapShot Currently Demogra Mike E Bris 74 year old r 11/3/1944	SnapShot Longitudinal Plar y Admitted (sind aphics snehan male List	n of Care ce 6/10/2019) 3691 S GIBRALTI AURORA CO 800 303-693-9622 (H) 720-937-5590 (M)	ER ST 13) Last 4 Vi Today		UC with 24 BLADDER Call Cente Leopard, 1 PHONE CC	61QU0200X - PROBLEM Pr Telephone I M NSULT-UROL nail with URO	- Weeks, A Encounter v OGY	with callc	

Help and Contact Information

For help using an activity, click the question mark on the upper right of the webpage.

For help with passwords or unable to log in, contact the Provider Relations Department at 1-866-866-3951.