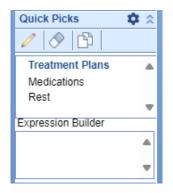


About EMR Quick Picks

Quick Picks are a function within the EMR portal that allows a user to create stored text or expressions that can be applied to any free text box or text area within the EMR portal. Generally this text is used for documentation purposes within a template. An example would be to have a common treatment plan phrase stored, that would then be copied and pasted to a free text area within the Treatment Plan template.

The Quick Pick builder allows a single user to create common phrases that can only be accessed by that user. Quick Picks can not be shared amongst multiple users.



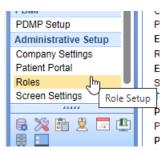
Accessing Quick Picks

Access to the Expression builder is controlled by the role titled, "Quick Picks." Access may be determined by an administrator.

1. Navigate to Setup

X Setup	1
Reports	C F
💆 emr	i
iScheduler	
😃 Billing	1
eDocuments	1
E Desktop	
Current User Wade, Alex 🚺	

2. Location Administrative Setup > Roles



3. Search "quick pick"

(🔒 🔹 Setup: Roles	;	
	quick pick		् 🔒 🕹 [
	Group	Search against gro	ups and screens
	EMR - ChartShareMD		Approval Prescri
	Chart Tabs		Copy Encounter

4. Determine write access by granting access to various user roles

quick pick		् 🔒 🕂 🗋 🐉 🖪 🔅							
quick pick									
Groups		Screens		Roles	Off	Read	Update	Write	
EMR - ChartShareMD		Approval Prescription Queue	۸	Check In/Out Dashboard Access		0	0	0	
Chart Tabs		Copy Encounter		IGenericVARAdmin	\circ	\bigcirc	0	\bigcirc	v
Processing	- 1	EMR Formulary Search		Internal-IsalusHealthcareAdmin	\circ	0	0	۲	v
User Setup	- 1	EMR Pharmacy Search		liSalusAdmin	\circ	0	\circ	۲	i.
EMR - EMCoding	- 1	Encounter Preview		ISALUSHealthcare-TMedAdmin	\circ	\odot	\circ	۲	v
Processing Setup	- 1			ISALUSHealthcareAdmin	0	0	0	۲	i.
EMR - General	- 1	Prescription		!MarketingTest-IReferralAdmin	\circ	\bigcirc	0	\bigcirc	v
Chart Tabs	- 1	Prescription History		!VarAdmin	\circ	0	\circ	۲	i.
General	- 1	Prescription Search		*Administrator	0	0	\circ	۲	
Patient Setup	- 1	Prescriptions Pat. Reported		*Ancillary Medical Staff	0	0	0	0	
Patient SOAP	- 1	Problem List Auto Update		*Billing	۲	0	0	0	13
Processing	- 1	✓ Quick Picks		 *Front Office 	\circ	0	0	\bigcirc	
Reporting		Signature		*Provider	\circ	0	0	۲	
Setup Supporting		Summary of Care		Analytics Cube	\bigcirc	0	\circ	0	
Template Setup				AnywhereCare Standalone		\bigcirc	\circ	0	
ToDo				Basic		0	0	0	
User Setup				Biller		0	\circ	0	
EMR - Orders				BillingMD		\cap	\cap	\cap	

Users may determine whether the Quick Pick builder is displayed on their right navigation pane in the EMR, using various user display settings.

1. Navigate to the EMR

🎇 Setup	
Reports	
🖞 emr 🔚	
iScheduler	Hosr Dialy
eDocuments	
Desktop	
Current User Test, Alex	

2. Begin by opening a patient either by searching or selecting a scheduled appointment



3. Select the gear icon in the Patient Photograph bluebar



4. Choose Setup Sections

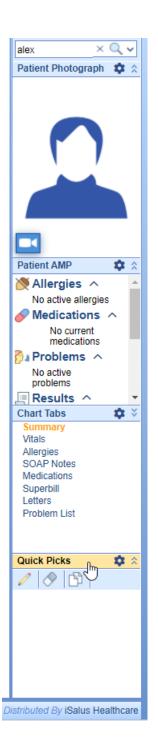
ale	x	× Q, •
Pat	tiont	Dhotograph 💏 🛆
		Expand All
	•	Collapse All
	Ö	Setup Sections

5. Choose Enabled (and expanded if you wish to have the tool open all the time)

	¢	Setup Sections			x
	E				
	-	Section Name	Expanded		
		Patient Photograph	✓	✓	
		Patient AMP	✓	✓	
		- Allergies	✓	✓	
	1	- Medications	<	<	
		- Problems	<	<	
		- Results	 Image: A set of the set of the	<	
		- Vitals	<	✓	
		BP		<	
ľ		Resp		✓	
		Pulse		<	
	J.	Ht		✓	
	*	Wt		✓	
		BMI		✓	
	l	Quick Picks	 Image: A set of the set of the	 Image: A second s	
		E/M Coding			

6. Choose Save

The Quick Pick builder will now be displayed at the bottom the right navigation pane in the EMR.



How to Create Quick Picks

Quick Picks are displayed by categories.

1. Select the pencil icon



2. Select the New button to generate a new category

Row 0 of 0	Expre
-	*
	1
	2 •
	3 •
	4 -
-	5
Remove	

3. Type in the desired category name

Cate	gories	Row 1 of	1
		Category	*
1	Treatment Plans	I	
		New Category	
			•
uick I	Pick Setup Phrases	New Add Remov	e

Phrases are then built under designated categories.

1. Select the New button

Category: New Category			F	low 0 of 0
	Phrase/Verbiage		Alias	*
lo data found				
				-
			New Add	Remove
		_	OK Add a new phrase	Apply

2. Enter the desired phrase (This is what will be pasted)

Quicl	Pick Setup Phrases		•
Cat	egory: New Category	Row 1 o	1
	Phrase/Verbiage	Alias	*
1	Patient was instructed to continue taking medications as prescribed.		
	Um New	Phrase	

3. Enter a brief alias that describes the phrase (This is what is displayed in the Quick Picks menu)

Quick	Pick Setup Phrases	
Cate	gory: New Category	Row 1 of 1
	Phrase/Verbiage	Alias
1	Patient was instructed to continue taking medications as prescribed.	Medications
		- E

4. Select OK to save changes and close window

Quic	k Pick Setup Categories				Quick	Pick Setup Databa	ise Expressions	
Cate	gories			Row 1 of 1	Expr	essions	Row () of 354
	Category	/		*	*	Datab	base Expression	^
1	Treatment Plans				1	< <allergic reactio<="" td=""><td>n Rx Formatted>></td><td></td></allergic>	n Rx Formatted>>	
					2	< <allergic reactio<="" td=""><td>n Rx Sig Formatted>></td><td></td></allergic>	n Rx Sig Formatted>>	
					3	< <allergic reactio<="" td=""><td>-</td><td></td></allergic>	-	
					4	< <allergic reactio<="" td=""><td></td><td></td></allergic>		
				v	5	< <appointment td="" ty<=""><td>pe>></td><td></td></appointment>	pe>>	
uiok	Pick Setup Phrases	New	Add	Remove	6	< <bmi>></bmi>		•
	gory: New Category						Der	v 1 of 1
Jale								W 1 0I 1
	Phra	ase/Verbiage					Alias	^
1	Patient was instructed to continue taking me	dications as p	rescribed.			Medications		
								-
						Ne	w Add R	emove
						Ne		emove

How to use Quick Picks

Quick Picks can be used independently or can be grouped together to form phrases.

1. Begin by single selecting the desired phrase (to group phrases, select the desired phrases)



2. Selected phrases will display in the expression builder



- 3. User may choose to make edits to the expression builder before copying
- 4. Select the copy button to copy the text to your clipboard

	Quick Picks 🗢 🕆						
Copy results from the exp	py results from the expression builder to the clipboard Rest						
	Expression Builder						
Þ	Patient was instructed to continue taking medications as						

5. Navigate to the desired area to paste and use 'Ctrl + V' to paste

🗋 New	🖺 Save 🛛 🕙 History 🔹	📑 Defaults 🛛 🚑 Patie	ent 🔹 👓	More 🔻				
Template	Treatment Plan	~						
		Sum	mary					3
O	ther Instructions: • Patient was instructed	to continue taking medica	tions as pres	ribed.				
→		Retu	n To Office				V	•
		F	Referral				•	
		Psychological/	Neurologica	l Testing			•	
		Medica	tion Sample	s			•	
			tion Change				•	
-		Medication Information		nd Side E	ffects		•	
4	✓. f Information:	Other	Instructions				Δ	
Provid Send cop Request I Upda Refer Contin Other Ins	t provided with school or wor le patient a copy of today's no		ped]	Specific	Intormatio	n Requested	4	Ę