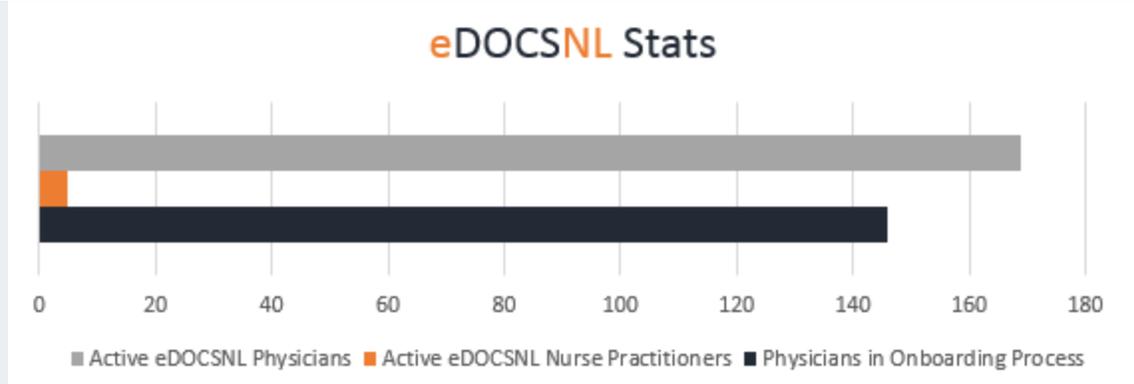


Newsletter



March 2018

Welcome

Welcome to the March issue of the eDOCSNL newsletter. In this issue, you will find helpful tips and information on how to create and use medication templates, using EMR IDs and the steps to pin items to your sidebar – plus more.

Add members of your team to this subscription list! Send the name and email of each contact to info@edocsnl.ca. Also, feel free to send along any topics you'd like us to cover in future issues.

Provincial Deployment Status

By the end of March, there will be 169 active eDOCSNL physicians (117 fee-for-service family physicians; 28 fee-for-service specialists; 18 salaried family physicians; 6 salaried specialist physicians) and 5 nurse practitioners. An additional 83 physicians have scheduled dates for onboarding or are waiting to be scheduled. Another 63 physicians have submitted an Expression of Interest.

eDOCSNL is working with the Department of Health and Community Services on deployment plans for primary healthcare sites throughout Newfoundland and Labrador.

Currently there are over 115,000 unique patient charts in Med Access provincially.

Do you know a colleague who would like to sign up? Share the link to the eDOCSNL [website](#) or the [Expression of Interest](#) (EOI) form.

Did You Know?

- **MCP Billing:** An automated MCP billing feature was part of the recent EMR 5.3 upgrade. An eDOCSNL representative will be in contact beginning in April to discuss deployment plans and next steps. A pilot of the automated billing is currently ongoing at several clinics and has been very successful to date.
- **Paper Results:** Some clinics have requested paper distribution of clinical results be turned off now that results are being distributed electronically within Med Access. Currently, several clinics are part of a pilot project to determine requirements and identify process flows. A quality assurance process review is also underway to address all patient safety concerns and workflow processes at the Regional Health Authorities.
- **News and Resources:** The eDOCSNL website has a [News and Resources](#) page where you'll find previous newsletters and other resources such as the eDOCSNL [Strategic Plan](#).

Helpful User Tips for Your EMR

- **EMR Messenger:** The EMR Messenger is an important way to stay informed and up-to-date on news and changes within Med Access. It also allows you to message other users at your clinic as well as the Med Access Support team. The EMR Messenger will appear automatically at the top of your EMR upon login. You can also access it by clicking the 'Mailbox' icon in the top right of the navigation bar. If you minimize the Messenger on a consistent basis, you may be missing important messages.
- **Meds Templates:** You can create and save templates for medications (with the same dosage) that you regularly prescribe, which allows for quicker prescribing. Here are the steps to create a meds template:
 - Once you have finished filling out a prescription for a patient, right-click on the green bar above the medication name and select the 'Save as Template' option. You can also click the 'Menu' icon (in the top right corner) and select the 'Save as Template' option.
 - A Template Name field will appear above the Drug Name – this is where you name your template. Once you approve or save the prescription, the template will also be saved. The template is then available to apply next time you are writing a prescription for the same medication and dosage. Make the Template Name as specific as possible as you may want several templates of the same medication but with different doses and durations.

- To use one of your Meds templates, click the template icon located in the top right corner of the prescription window. A list of available templates will appear. Click on the template you want to use.
- **Working Hours:** Working hours are the hours during which a physician or clinic are operating and form the basis for a physician and/or clinic's schedule. Within eDOCSNL, you can set the following:
 - **Site Working Hours** - the clinic's default working hours or what times the entire clinic is open or closed;
 - **Group Working Hours** - the generic working hours for a group of users at a clinic (only applicable for RHA clinics);
 - **User Recurring Working Hours** - regular working hours or schedule that a physician keeps;
 - **Custom Working Hours** - can be added to override the user Recurring Working Hours, and can be used to designate days where the physician is taking holidays, or any other date ranges where a physician isn't following their regular working hours (eg. summer clinic hours).
- **EMR ID:** Forms/requisitions within your EMR are marked with your unique EMR ID so it is important that you pull requisition and other forms from your EMR instead of using paper forms that may currently exist in your office. The EMR ID ensures results are sent to the appropriate clinic, which is particularly important for requisitions created by a locum. To find forms in your EMR, click the 'Templates' button in the top right corner. A 'Template Management' screen will appear. Click the 'Obs' tab and select your region from the 'Territory' drop-down menu (eg. NL or NL-WH).
 - Forms are regularly added to the EMR and the Messenger will keep you informed of updates. If you are looking for a particular form, check the Messenger and search for it periodically as it may already be there.
- **Pinning Important Allergies, Profile and Medication Items:** In the sidebar of a patient's profile, you can make items like Profile, Allergy or Medications more prominent by selecting the 'Pin to Top' option. To do so, right-click on the item and select 'Pin to Top.' Selecting this option will move the item to the top of the list outside of the usual order, making it more visible. This can be used for urgent/important items.
- **Letter/Charting Tips (Macros):** Macros allows EMR users to pull information from elsewhere in the EMR into the current text-entry area. All macros can be used in all text fields of the EMR. Macros can be used within templates or directly within patient charts and is a great short-cut which allows you to insert patient-specific information like name, age, gender, address, etc.
 - To find the available items, place your cursor in any text area, hold down the CTRL key and press the down arrow on your keyboard. Select the desired macro item from the list and it will be inserted into the template you are working on. When loaded into a patient chart, double-click on it and the macro will execute and display the patient information.

eDOCSNL Collaborations

- eDOCSNL is working with the Department of Health and Community Services and the RHAs on strategies for including the EMR in the implementation of primary health care teams.
- Representatives from eDOCSNL recently took part in the Hacking Health St. John's Hackathon. This was a great opportunity to learn about potential future partnerships.

Definitions

- **EMR Messenger:** The EMR Messenger is a tool that allows internal messaging between EMR users within clinic, and between users and the Med Access support team. Users are able to send messages or EMR tasks to one or more users at their clinic, or contact Support through the Messenger. These messages and tasks do not have to be associated with patient charts.
- **Sidebar Chart Summary:** The sidebar chart summary is always shown on the right when a patient chart is open. While providing a constant, visual summary of the patient's chart, it also provides quick access to patient tasks such as labs, medications and allergies.

To learn more about eDOCSNL, please visit www.edocsnl.ca. If you wish to recommend eDOCSNL to a peer, please share the www.edocsnl.ca website or have them email info@edocsnl.ca.

If you do not wish to receive this email, please feel free to use the unsubscribe button.

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