



Group button.

Med Access EMR: Fast Track Immunization Process for Patients with an Existing EMR Chart

## Log In and Search for the Patient

- Go to the EMR Med Access website and enter your username and password. Click the Login button. Please note that if this is the first log in of the day you will be required to enter your two factor authentication.
- 2. Right click on the **Search** icon in the top right corner of the screen to open the 'Patient Search' window.

User Name:	
Password:	
,	Login



3. Enter the patient's MCP number in the 'Ins #' field and press the Enter button on your keyboard to search for the patient.

lns ‡	<b>#:</b>	379683506800	
id:			

## Register a Patient with an Existing EMR Chart

If the patient's name appears, this means		Basic Patient Search 😭		
that th	e patient <b>has</b> an existing EMR chart. proceed to the steps below:	Last: D		
1.	Verify that it is the correct patient and click on the <b>patient's name</b> in the 'Name' column below the patient search. Please note that if the 'Client Registry' window appears, click the <b>Accept Selected</b> <b>PCR Data</b> button to continue.	Name Haley, Leigh_tpchi Back to Search Accept Selected PCR Data		
2.	If prompted, click the word Restricted at the top of the 'Patient Summary' window to generate a 'Consent Form' window.	Inclinestaneo-accessare/patient/kenesilbasic-attentsummary.co: tab-patientocritena.patientoc  Leigh_tpchi Haley 51 years 15-Dec-1968 Female Phone: (709).976-1978 Ins#: 379683506800		
3.	Select <b>2 Years</b> from the 'Duration' drop-down list.	<ul> <li>Consent Form - Google Chrome</li> <li>nlchitest.med-access.net/consent/DisplayConsent.do</li> </ul>		
4.	Enter flu in the 'Reason' box. Double click on flu to display the reason for consent.	Leigh_tpchi Haley       51 years       (709) 976-1978         Consent Form       Puration       Reason         2 Years       flu		
5.	Click the <b>blue arrow</b> to select the appropriate 'Delegate Consent to Group' option.	Consent Type Provider Consent Confidential Delegate Consent to Group IMM.OHS		
6.	Click the Generate Consent for	Generate Consent for Group Show form?		



 You will then see the patient summary opened on the Demographics tab. Please note: DO NOT change the provider group in an existing chart.

	/RefreshBasicPatientSummary.do?tab-patient8	scriteria.patientid.value=296616500	ntorb-ationtia=29061	
Leigh_tpchi Haley 51 years 15-0ec-1385 Female Phone: (709) 976-1973 Prov	inat 379683506800			🤢 🖄 🔒 🤱 Karata Kara
Demog	Visits Tasks	Ally	Mada	Imm Appt
Demographics typebooted-Lot CP	1 Wertlind: 04-8 zv-2020 01:46 PM			
Identification				
Laat Netter Helwy Chert #	Det Bane' Leigh_tpchi DD0' Restorn 10-Dec-1963	Secte Profix Seffic Gendent Fermale	Name Type Logal v Marital Status Unknown v	Name List
Primary Identifier Number 379683505500	Primary Identifier Type 'Group'	Expiry Data	Active Colors (Colors)	Identifier List
Address & Phone				
Address Country V	Cey M Designation , Addressee	Addexes Type 'Group' Home - Permanent - Y	Postal Code	Address List
Area Number Ext 709 976-1978	Connert	Home - Phone V		Phone List
Care Assignment & Notes				
Rostered? (No No Primary Prositier Barrett Leslie V Referring Provider X	Family Provider	Provider Group ' Audit tost	Notes	
First Appr	Last Appl 21-Last2019 #	Conset	Paper chart superseded: C.Wareham Church Hall TAlly TMeds TProfile TAll	Demographics Validatest

## Submit the Consent Form

- 1. Left click the **Imm** heading and then left click on the **Result** icon to open the 'Task Management' window.
- Left click the Template icon to display a drop-down list. Hover over FFC Unified Consent Template in the drop down list and then click Consent for Immunization to open the consent form.
- 3. Maximize the window or scroll down to optimize the window view.

- 4. Complete the applicable fields of the form using the drop-down options and free text, as required. Double click on the text in the text boxes to pull information from the patient chart or type the information in the free text space, as needed.
- Scroll down and tick Yes for the 'The patient indicates consent to the above' and then click the Save button.

## Submit the Immunization Form

1. Left click on the **Result** icon to open the 'Task Management' window.



Imm	Appt		
	Filter Care Plan Print Requisition Result Help		
	6 9		



- 2. Click the **Template** icon to open a drop-down list and select the applicable template associated with the immunization from the drop-down list.
- 3. Maximize the window or scroll down to optimize the window view.
- 4. Complete the applicable fields of the form using drop-down options and free text, as required. When complete, click the Save button.
- Finally, click the x in the top right corner of the 'Patient Summary' window to exit the patient's chart.

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