

Avoidable Days are documented in the Avoidable Days/Denials MPage located in Care Manager View. Avoidable Days are system delays (internal or external) and are not related to delays caused by a patient's acuity change.

Documenting Avoidable Days (Delay Days)

STEP 1: Locate and click **Care Manager View** in the PowerChart menu.

STEP 2: Click the **Avoidable Days/Denials MPage** tab.

STEP 3: Use the calendar to select the **Start Date** and **End Date** for the delay days.

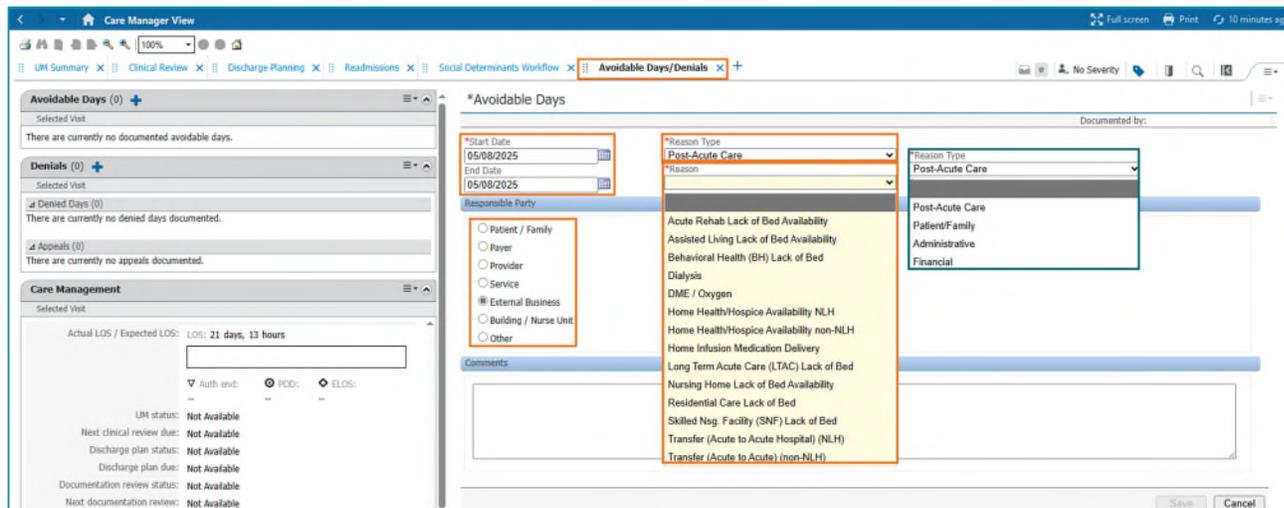


NOTE: If documenting only one Avoidable Day, the Start Date and the End Date need to be the same date.

STEP 4: Use the dropdown in **Reason Type** to document the nature of the reason responsible for the delay.

STEP 5: Based on the selection in **Reason Type**, different options will display in **Reason**.

STEP 6: Document the **Responsible Party** by selecting the appropriate contributor to the avoidable days.

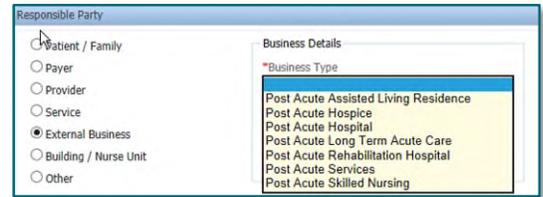


Documenting Responsible Party

➤ If an external business is the responsible party for the delay days, select the business type from the **Business Type** dropdown in the **Business Details** section.



- Type the business name in the Business Name search field and click **Search**.
- Select the business name in the search results and click **OK**.
- Click **Save**.
- The patient now has one **Avoidable Day** documented. Click the **white circle** with the arrow in the component header to expand the component to view the Avoidable Days details.



- To review a previously documented Avoidable Days, click the **blue date hyperlink**.
- Documented Avoidable Days may be modified if needed.



Date	Responsible Party	Reason Type
02/15/2021 -	Patient / Family	Hospital Services
02/17/2021		

- For ongoing Avoidable Days, they can be entered weekly, as a Sunday – Saturday calendar week.
- If the patient has additional avoidable day reasons during the hospitalization, repeat this process.
- The number of avoidable days in the component header will be updated with the additional days entered.

NOTE: Two Avoidable Days cannot be documented on the same date.

NOTE: Avoidable Day end dates cannot be the same as the discharge date.