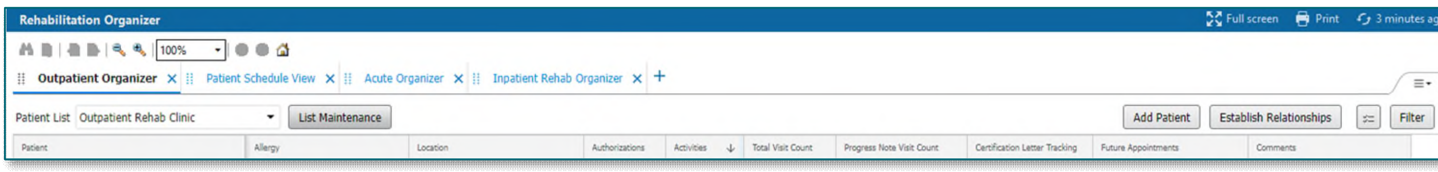
Cerner Millennium
Rehabilitation Organizer

November 20, 2024

The Rehabilitation Organizer is an interactive organizer that supports communication and patient coordination across the continuum of care. The multi-column view provides a snapshot of patient data. The view is populated based on the therapy position, selected patient list, orders, and documentation.

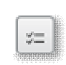
Rehabilitation Organizer – Outpatient, Inpatient, and Acute

These organizers provide a multi-patient overview of **Outpatient**, **Inpatient** (Inpatient Rehab Facility), **Acute** Rehabilitation clinical information and data, and **Patient Schedule View**.

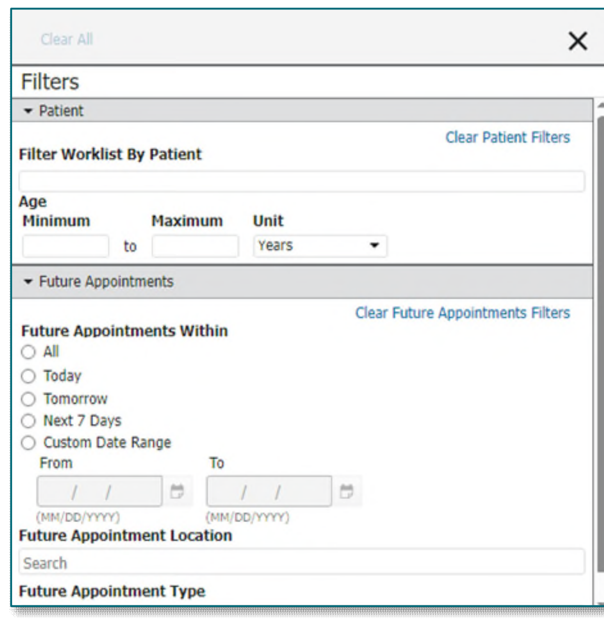


- The **Outpatient Organizer** is used by outpatient Rehab Therapists.
- The **Acute Organizer** is used for hospital therapists.
- The **Inpatient Rehab Organizer** is used for patients on an inpatient Rehab nursing unit.

NOTE: **The Inpatient Rehab Organizer does not have as many columns so the Acute Organizer may be used for these patients.**

- **Patient List** is used to select the patient list to be used to populate the organizer.
- **List Maintenance** is a link to create a new list.
- Click the **Add Patient** button to open Patient Search to add a patient to the custom list.
  - **Add Patient** is only active when a custom list is being used.
- Click the **Establish Relationship** button to establish a relationship with the patient.
  - Certain data will not populate the organizer unless a relationship is established.
- The **Select Rows** icon functions differently based on the type of list being used. 
  - **Location** based patient lists – click **Select Rows** icon.
    - **Add to List** and **Remove** buttons come into view.
    - **Add to List** button becomes active once a patient is selected. Use this feature to add the patient to an existing custom list.
  - **Custom** lists – click the **Select rows** icon.
    - **Add to List** and **Remove** buttons become active and can be used to add or remove a selected patient from the custom list.

- Click the **column header** to filter a column.
    - Clicking the **Activities** column brings all patients with tasks to the top of the list.
    - A filtered column has an arrow in the column header.
    - Only one column can filter at a time.
- **Filter Button**

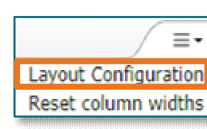


    - The **Inpatient Organizer** can be filtered by **Patient** and **Age Parameters**.
    - The **Acute Organizer** list can be filtered by **Patient**, **Age Parameters**, and **Diagnosis**.
    - The **Outpatient Organizer** can be filtered by:
        - **Patient**
        - **Age Parameters**
        - **Future Appointment Within**
            - Specific or custom timeframes are available.
                - The custom timeframe is limited to seven days.
        - **Future Appointment Location**
        - **Future Appointment Type**
            - For example: Filter by **Evaluations**.

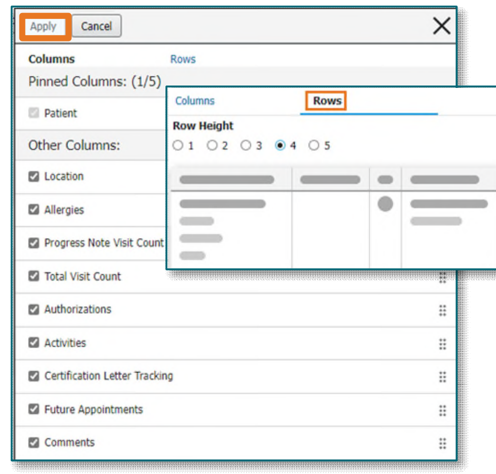
<u>NOTE</u>: **If the organizer is filtered to Today, it does not display patients that have already been checked in.**

<u>Customizing Columns and Rows</u>

- Individual therapists/managers can customize the view of the **Rehabilitation Organizer** and **Therapy Manager Organizer**.



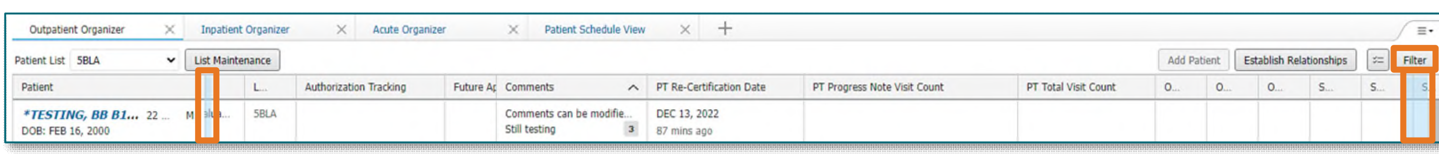
    - Click the **Page Menu** tab to personalize the Rehabilitation Organizer.
    - Select **Layout Configuration**.
        - **Columns** defaults open.



- Users can personalize the **order the columns** display in the **Rehabilitation Organizer** by dragging and dropping the column to the desired location.
- To **remove a column** from view, uncheck the box to the left of the column. Recheck the box to bring the column back into view.

- Select **Rows**.
  - Users can expand the row height using the radio buttons under **Row Height**. This allows users to expand the patient row to view more information.
  - Expanding to at least three rows allows the **Anticipated Date of Discharge** to display in the **Acute Organizer**.
- Click **Apply** to save customization.
- To **change the width of a column**, hover between the column grid and left click and drag the column to the right.

- Click in the blue dividers to scroll the organizer right or left to view more columns.

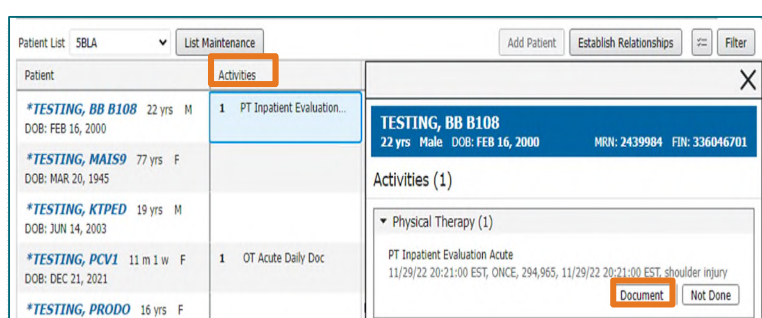


Organizer Columns

➢ **Total Visit Count**

- Total Visit count is viewed on the **Outpatient Organizer** tab.
- The column totals all visits for the series or recurring encounter.

➢ **Activities**

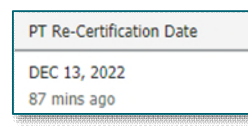


- This column displays a list of tasks for the patient once the patient has been checked into the clinic or has an Inpatient Therapy consult ordered.
  - A saved or signed form that has undocumented required fields will also display in the **Activities** column.

    - Overdue tasks display in red.
    - In the Reading pane, click **Document** to open the form for documentation.
    - The activities task will clear from the **Activities** column and the **Multi-Patient Task List** after completing the form associated with the task.
    - The Therapy Manager will see tasks for all therapy disciplines.
- **Outpatient Organizer Specific Activities**
    - A task fires on visit nine indicating the **Progress Note** is due on the tenth visit.
    - A **Send Certification** task fires upon completion of the evaluation on a Medicare patient.
        - A **Send Certification** task will fire again seven days prior to the expiration of the current certification, allowing time to obtain a new certification if applicable.
        - If the re-certification is done before the recertification task fires, it will still fire a task based on the original certification timeframe.

NOTE: **Lymphedema patients will not have tasks in the Activities column unless a required field has not been documented.**

➢ **Re-Certification Date**



- The date in which the certification period ends display in this column in the **Outpatient Organizer** tab.

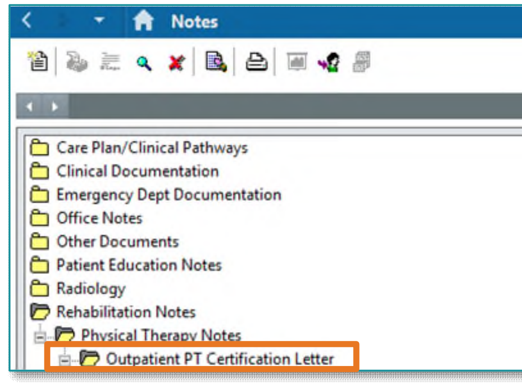
NOTE: **This column is seen only by those in the Rehab Ther Manager position.**

➢ **Certification Letter Tracking**

- Certification Letters sent using either **Forward** or **Provider Letter** are tracked.
- A **half black circle** displays if the therapist has not sent the certification letter to the provider and remains on the organizer until the provider has signed the certification letter or the certification letter has been scanned into the EHR.

- A **clock with a red diamond** displays in place of the half black circle when the certification letter is overdue.
    - The task becomes overdue if the therapist has **not sent** the Certification letter **after three days**.
    - The task becomes overdue if the provider has **not signed** the Certification letter or the Certification Letter has not been scanned into the EHR **after seven days**.
- A **green circle** with a checkmark displays when the in-system provider signs the Certification form electronically or an out of system provider signed certification letter has been scanned into the EHR.

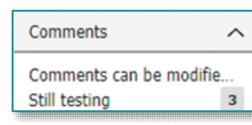
- The out of system signed Certification letter must be scanned into the EHR in the **Outpatient OT Certification Letter**, **Outpatient SLP Certification Letter**, and **Outpatient PT Certification Letter Note** types.

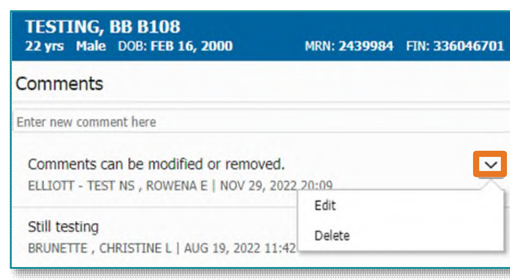


- **Future Appointments**
  - Displays future therapy appointments within the next seven days for the therapist's discipline only.
- **Authorization Tracking**
  - The column pulls from Cerner Patient Accounting (CPA) or Oracle Patient Accounting (OPA) and currently only populates data for those member organizations using these accounting systems.

NOTE: **Maine Coast Hospital is the only hospital who will see data in this column currently.**

- **Comments**
  - Click the column cell to enter a comment or view existing comments.
  - The two most recent comments display in the column.
  - A number displays in the column indicating the number of comments.
  - Only comments entered by the author can be edited or deleted.
  - Comments are not part of the medical record and are discoverable.





NOTE: **Increase the rows to five to view as much of the comment as possible in the Organizer.**

- **Patient Schedule View**
  - The tab is an MPage view of the schedule.