

Scanned Advance Directive Documents can be found in Code Status/Adv. Directives Workflow MPage, Recommendations, Documentation, and Results Review within the EHR.

## Code Status Advance Directive Workflow MPage

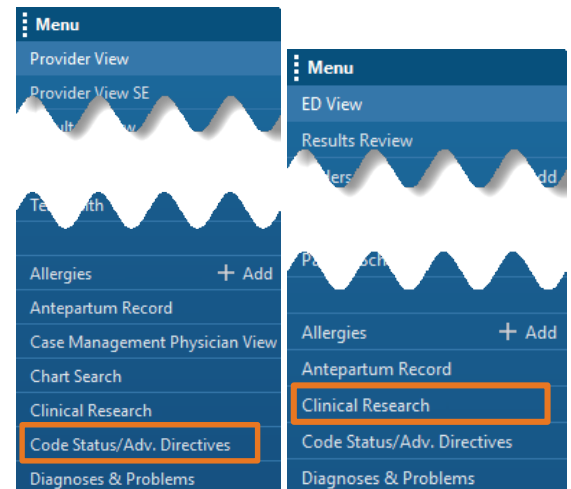
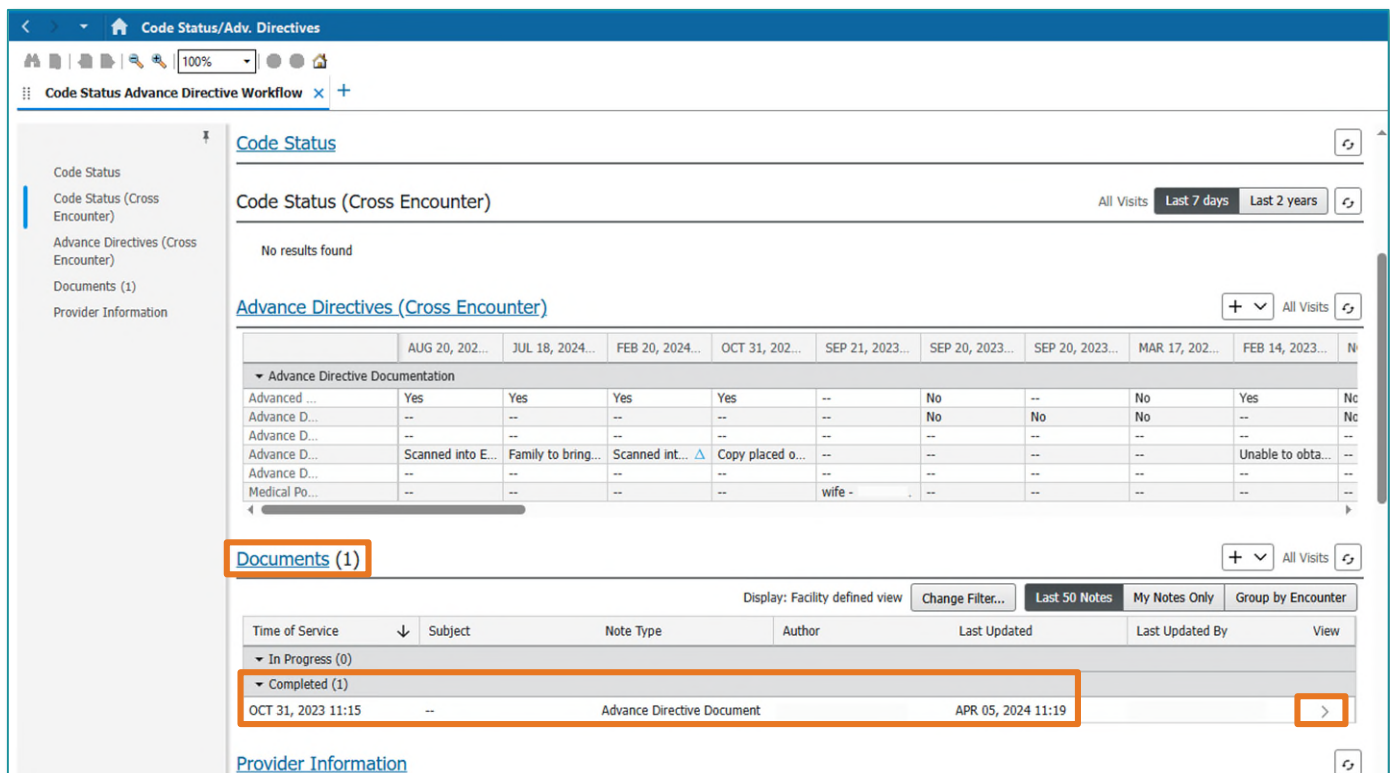
**STEP 1:** Click **Code Status/Adv. Directives** located in the third section of the **PowerChart** or **FirstNet** Menu.

- Code Status Advance Directive Workflow MPage opens.

**STEP 2:** Locate the **Documents** section of the MPage.

- Advance Directive Documents display in the **Documents** section under **Completed**.

**STEP 3:** Click the **arrow** to the right of the **Advance Directive Document** row to open and view the Advance Directive scanned document.

**Code Status/Adv. Directives**

Code Status (Cross Encounter)

No results found

**Advance Directives (Cross Encounter)**

	AUG 20, 202...	JUL 18, 2024...	FEB 20, 2024...	OCT 31, 202...	SEP 21, 2023...	SEP 20, 2023...	SEP 20, 2023...	MAR 17, 202...	FEB 14, 2023...	N
Advanced ...	Yes	Yes	Yes	Yes	--	No	--	No	Yes	Nc
Advance D...	--	--	--	--	--	No	No	No	--	Nc
Advance D...	--	--	--	--	--	--	--	--	--	--
Advance D...	Scanned into E...	Family to bring...	Scanned int...	Copy placed o...	--	--	--	--	Unable to obta...	--
Advance D...	--	--	--	--	--	--	--	--	--	--
Medical Po...	--	--	--	--	wife -	--	--	--	--	--

**Documents (1)**

Display: Facility defined view Change Filter... Last 50 Notes My Notes Only Group by Encounter

Time of Service	Subject	Note Type	Author	Last Updated	Last Updated By	View
In Progress (0)						
Completed (1)						
OCT 31, 2023 11:15	--	Advance Directive Document		APR 05, 2024 11:19		>

**Provider Information**

## Recommendations

**STEP 1:** Navigate to the **Recommendations** component from the **Ambulatory 2018 MPage** tab in **Provider View**.

**NOTE:** The recommendation for **Advanced Care Plan Annual Discussion** will display in the **Pending** tab if due or overdue. Once completed, it will show in the **Not Due/Historical** tab of **Recommendations**.

**STEP 2:** In the **Pending** tab or **Not Due/Historical** tab of **Recommendations**, click **Advance Care Plan Annual Discussion** to open **Recommendation Details**.

**STEP 3:** Click the blue hyperlink **Advance Directive Document** to open the Advance Directive.

The screenshot shows the 'Recommendations' interface. The 'Pending' tab is selected. Below the tabs, there is a 'Communication Preference' section with a 'Recommendation' dropdown set to 'Advance Care Plan Annual Discussion'. A table of recommendations is displayed, with one entry highlighted: 'Advance Care Plan Annual Discussion - AC... In 8 months'. To the right, a 'Recommendation Details' pop-up is open, showing details for the selected recommendation, including 'Next Due: (8 months)', 'Recurrence: Seasonal', and a 'Satisfied by Order' section with a 'Perform Date' of 'OCT 31, 2023'. A blue hyperlink 'Advance Directive Document' is visible at the bottom of the pop-up.

## Documentation

**NOTE:** Knowing the date in which the **Advance Directive Document** was scanned into the EHR helps in locating it in **Documentation**.

**STEP 1:** Click **Documentation** located in the first section of the **PowerChart** or **FirstNet** Menu.

- Documentation opens.

**STEP 2:** Make sure the **Type** column is in view.

**STEP 3:** Locate the **Advance Directive Document**.  
Use the **Next Page** feature to search as needed for the document.

The screenshot shows the 'Documentation' interface. A list of documents is displayed with columns for 'Service Date/Time', 'Subject', and 'Type'. The 'Type' column is highlighted, and the document 'Advance Directive Document' is visible. The 'Service Date/Time' is '10/31/2023 11:15:00 EDT'. At the bottom, there are 'Previous Page' and 'Next Page' buttons.

## Results Review

**NOTE:** Knowing the date in which the Advance Directive Document was scanned into the EHR helps in locating it in Results Review.

**STEP 1:** Click **Results Review** located in the first section of the **PowerChart** or **FirstNet** Menu.

- **Results Review** opens.

**STEP 2:** Click the **Results – Extended** tab.

**STEP 3:** Adjust the **Clinical Range** as needed.

The screenshot shows the top of the Results Review interface. It includes a 'Flowsheet' dropdown menu set to 'All Results Specialty Flowsheet', a 'Procedure Selection' button, a 'Level' dropdown menu also set to 'All Results Specialty Flowsheet', and radio buttons for 'Table' (selected), 'Group', and 'List'. Below these is a date range filter: 'October 01, 2023 10:02 EDT - May 01, 2025 10:02 EDT (Clinical Range)', which is highlighted with an orange box.

**STEP 4:** Scroll as needed in the **Navigator** until **Advance Directive Documents** is in view.

**STEP 5:** Scroll in **Results Flowsheet** as needed until **Advance Directive Document** appears in a time column.

**STEP 6:** Double-click **Advance Directive Document** in the date and time column to view the document.

The screenshot shows the main Results Review interface. The 'Results - Extended' tab is selected and highlighted with an orange box. On the left, the 'Navigator' pane is open, and 'Advance Directive Documents' is selected, highlighted with an orange box. The main area displays a table of results. The table has columns for 'All Results Specialty Flowsheet', '10/31/2023 11:15 EDT', '10/31/2023 11:05 EDT', and '10/31/2023 10:05 EDT'. The first row is 'Anemia Studies'. The second row is 'Advance Directive Documents', and the third row is 'Advance Directive Document', both highlighted with orange boxes. A 'Show more results' button is visible above the table.