

# From the Office of Health Informatics Oracle Health (Cerner) Millennium Locating Scanned Advance Directive Documents

July 2, 2025

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**

- **<u>STEP 1</u>**: Click **Code Status/Adv. Directives** located in the third section of the **PowerChart** or **FirstNet** Menu.
  - Code Status Advance Directive Workflow MPage opens.
- **<u>STEP 2:</u>** Locate the **Documents** section of the MPage.
  - Advance Directive Documents display in the Documents section under Completed.
- **<u>STEP 3</u>**: Click the **arrow** to the right of the **Advance Directive Document** row to open and view the Advance Directive scanned document.



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#### **Recommendations**

- <u>STEP1</u>: Navigate to the **Recommendations** component from the **Ambulatory 2018 MPage** tab in **Provider** View.
- <u>NOTE</u>: 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.
- **<u>STEP 2</u>**: In the **Pending** tab or **Not Due/Historical** tab of **Recommendations**, click **Advance Care Plan Annual Discussion** to open **Recommendation Details**.
- **<u>STEP 3</u>**: Click the blue hyperlink **Advance Directive Document** to open the Advance Directive.

Recommendations				
Pending Not Due	Historical Registries			Recommendation Details X
Communication Preference	lecommendations			Advance Care Plan Annual Discussion - ACP On File Next Due: (8 months) Recurrence: Seasonal Actions Modify
Recommendation	Pending         Not Due / Historical         Registries           Communication Preference:         No Preference Edit	Category/Registry Advance Care Planning Discussed Priority High		
Advance Care Plan Annua	Recommendation Next Due	↑ Last Action Recurrence	Source	Last Action Performed Date Ordered (2 weeks ago) . Performed By
	Advance Care Plan Annual Discussion - AC In 8 months	Ordered (2 weeks ago) Seasonal		Source 
	Canceled (11)			<ul> <li>Satisfied by Order (Performed Date: ACP discussed and reviewed;</li> </ul>
				2023

### **Documentation**

- <u>NOTE</u>: Knowing the date in which the Advance Directive Document was scanned into the EHR helps in locating it in Documentation.
- **<u>STEP 1</u>**: Click **Documentation** located in the first section of the **PowerChart** or **FirstNet** Menu.
  - **Documentation** opens.
- **<u>STEP 2</u>**: 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.

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#### **Results Review**

- <u>NOTE</u>: Knowing the date in which the Advance Directive Document was scanned into the EHR helps in locating it in Results Review.
- **<u>STEP 1</u>**: Click **Results Review** located in the first section of the **PowerChart** or **FirstNet** Menu.
  - **Results Review** opens.
- **<u>STEP 2</u>**: Click the **Results Extended** tab.
- **<u>STEP 3</u>**: Adjust the **Clinical Range** as needed.

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← ▶ October 01, 2023 10:02 EDT - May 01, 2025 10:02 EDT (Clinical Rang					

- **<u>STEP 4</u>**: Scroll as needed in the **Navigator** until **Advance Directive Documents** is in view.
- **<u>STEP 5</u>**: Scroll in **Results Flowsheet** as needed until **Advance Directive Document** appears in a time column.
- **<u>STEP 6</u>**: Double-click **Advance Directive Document** in the date and time column to view the document.

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Advance Directive Documents     Other Documents	Anemia Studies Advance Directive Documents Advance Directive Document	Advance Directive Docum	

For questions regarding process and/or policies, please contact your unit's Clinical Educator. For questions regarding workflow, please <u>place a ticket</u> to Health Informatics. For any other questions please contact the Customer Support Center at: 207-973-7728 or 1-888-827-7728.