



From the Office of Clinical Informatics

# Cerner Millennium Health Information Exchange

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August 30, 2022

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## Table of Contents

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<b>HealthInfoNet .....</b>	<b>2</b>
<b>Accessing HealthInfoNet.....</b>	<b>2</b>
<b>Important Reminders.....</b>	<b>2</b>
HIN can only be open on one active chart at a time. ....	2
Error Messages.....	2
<b>CommonWell+ .....</b>	<b>3</b>
<b>Accessing CommonWell+ .....</b>	<b>3</b>
<b>Summary Tab .....</b>	<b>3</b>
<b>Confirming CommonWell Sources .....</b>	<b>4</b>
<b>Outside Documents Tab.....</b>	<b>5</b>
<b>Reconciliation .....</b>	<b>5</b>
<b>Historical Records View .....</b>	<b>6</b>
<b>Accessing Health Data Archiver .....</b>	<b>6</b>
<b>Basics of Navigating the Patient Chart Search .....</b>	<b>7</b>
<b>Printing from Health Data Archiver.....</b>	<b>9</b>

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# Health Information Exchange

## HealthInfoNet

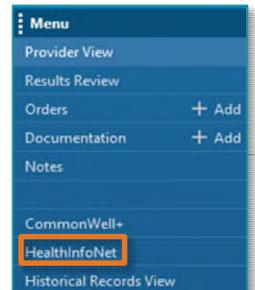
HealthInfoNet (HIN) is a Maine specific website which hosts various pieces of medical information submitted by participating hospitals, provider offices, and labs. Information that is shared on HealthInfoNet includes: name of primary care doctor, labs, emergency room notes, radiology reports (like x-rays), notes from specialists, medications filled at a pharmacy, and allergies.

**NOTE:** HIN is the recommended source for accessing patient records from providers within the state of Maine.

**NOTE:** The location of HealthInfoNet within the banner bar will be moved to the Menu (Dark Side) to allow for the expanded functionality.

### Accessing HealthInfoNet

- From within the patient’s chart, navigate to and select **HealthInfoNet** from the table of contents.
  - Logging in this way will automatically login to **HIN** and directly to the patient’s chart and is the preferred method to access HIN.
  - If access is needed other than the table of contents, locate the link to HIN within **Clinical Links** on the toolbar.



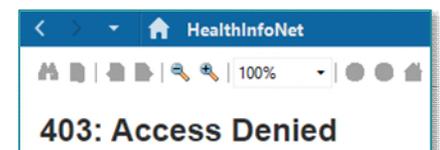
### Important Reminders

**HIN can only be open on one active chart at a time.**

- If HIN is opened in a second patient record, the HIN session for the first patient will close out to allow for a new HIN session on the second patient.
  - If HIN access is needed again for a patient after a session has closed out, close the patient record and re-open.

### Error Messages

- **403 – Access Denied**
  - This message displays when a patient has opted out, the username accessing the record does not have access to HIN or the connection to HIN was not successful.
- **You cannot access this patient due to privacy restrictions**
  - This message displays when the patient has opted out of HIN.
- **The specified patient cannot be found**
  - This message displays when the patient ID is not found in HIN.



## CommonWell+

**CommonWell+** provides the ability to view and exchange healthcare information with other CommonWell+ participating providers on past and present medical information to allow for a more coordinated care across the patient's care team(s).

**NOTE:** CommonWell+ is the recommended source for accessing patient records from providers outside the state of Maine.

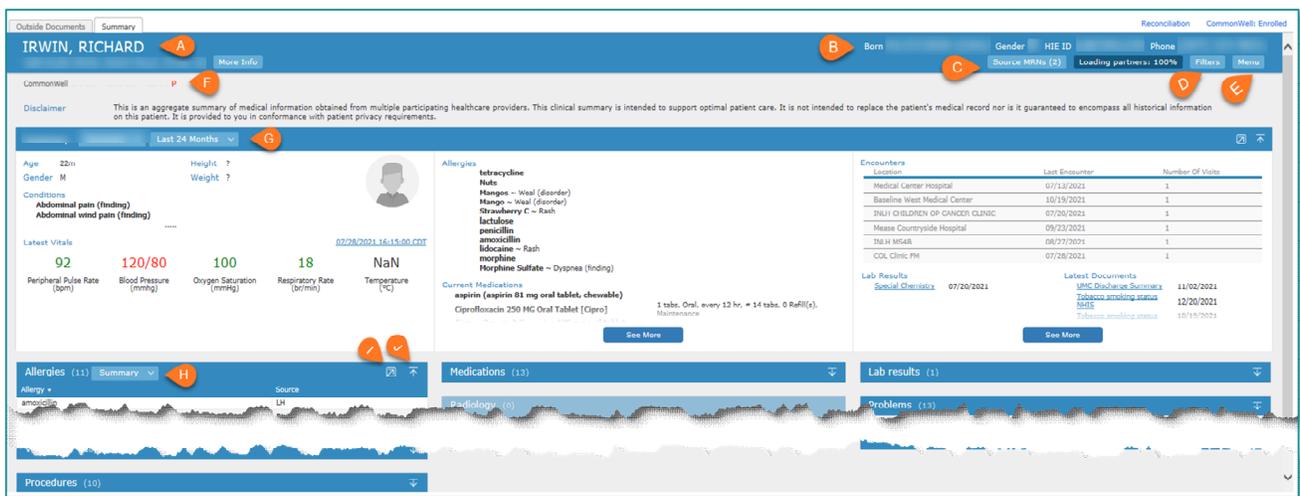
### Accessing CommonWell+

From within the patient's chart, navigate to and select **CommonWell+** from the table of contents.



### Summary Tab

The **Summary** tab is a view only page that provides an aggregated view of patient data received from CommonWell+ enrolled external sources, **imaging results do not display at this time**. The components within this view can be customized to the individual providers needs by single-clicking and dragging to the desired location.



**A:** Patient's name and address display here, single-select to view more information.

**B:** Displays the patient's date of birth, age, Health Information Exchange (HIE) ID, and phone number.

**C:** Displays the patient's medical record numbers, both internal and external.

**D:** Allows each user to filter the information being displayed in the summary.

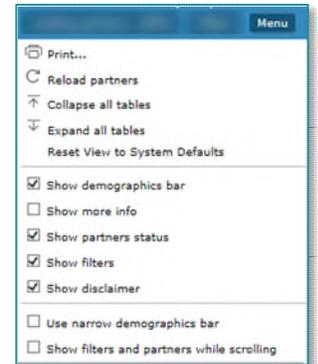


## Health Information Exchange

**E:** Menu that allows for actions to be taken for the summary such as print, collapse, or expand the tables.

**F:** Status Indicator from CommonWell for retrieving the patient documents from the participating networks.

- **OK** – Query is Done and all partners we queried for data we were **able** to retrieve (this is the one we like to see).
- **P** – Partial success; some partners we queried responded with errors, so we weren't able to get their data, but we still got some successful responses.
- **N/D** – No data. CommonWell couldn't find a patient with data that matched the demographics of what was sent.
- **N/E** – Not enrolled in CommonWell; there was an issue with enrolling the patient (i.e., not given a ZIP Code when CommonWell requires a ZIP Code to enroll) or patient is opted out of enrolling in CommonWell.
- **F** – Technical failure between HIE and CommonWell in retrieving data.



**G:** Allows you to change the information being displayed in the Summary.

**H:** Provides the option to have a summary view or a detailed view within the components.

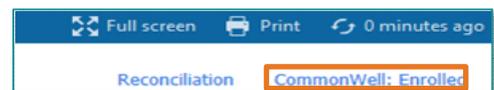
**I:** Provides the option to expand the information to a larger view.

**J:** Provides the option to collapse or open the component.

### Confirming CommonWell Sources

**STEP 1:** Select the status notification link, it may say:

- **CommonWell: Not Enrolled**
- **CommonWell: New Sources ( \_ )**
- **CommonWell: Enrolled**



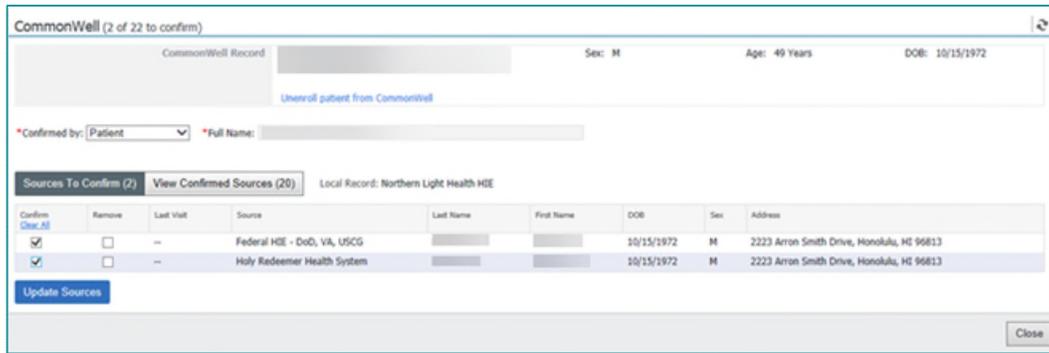
**STEP 2:** Confirm with the patient that they were seen at the facilities identified within **Sources** to confirm and select the corresponding checkbox to the facility. It is important to review the sources to ensure the patient was indeed seen at those facilities.

- Once refreshed, the sources reviewed will move to a **Confirmed Source**.

**NOTE:** If patient states they were not seen at a facility, select the checkbox in the remove column corresponding to that facility.

**STEP 3:** Once all facilities have been reviewed with the patient, select **Update Sources**.

**STEP 4:** Select **Close** to return to the Summary tab.



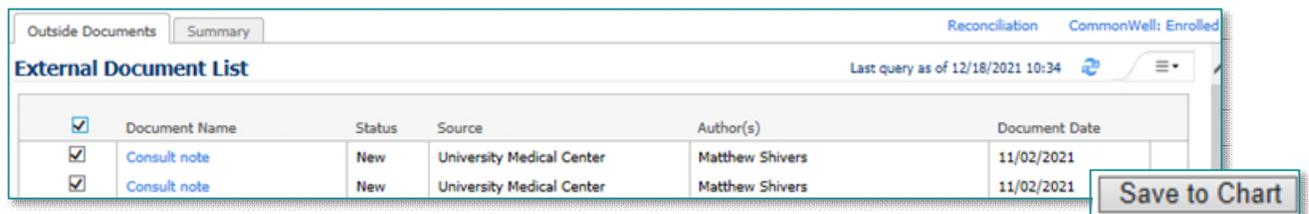
## Outside Documents Tab

The **Outside Documents** tab is a list of individual documents received from external sources for viewing and saving to the patient's chart.

Saving Documents

- STEP 1:** Select the checkbox to the corresponding document to save the document to the patient's chart.
- If all the documents in the list have been reviewed and are appropriate to save to the patient's chart, select the checkbox at the very top to select all documents.

**STEP 2:** Select **Save to Chart**.

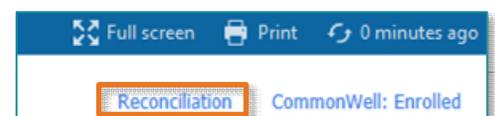


## Reconciliation

Reconciliation is the process for reviewing discrete data available for **Histories, Allergies, Medications, and Immunizations** for a patient.

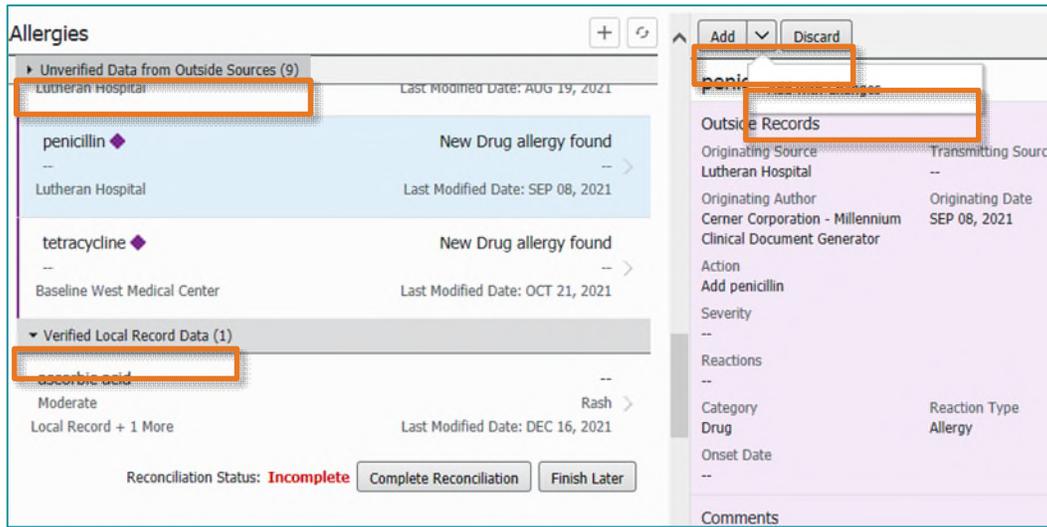
**STEP 1:** Select **Reconciliation**.

**STEP 2:** In **Reconciliation** view, review the **unverified data (purple diamonds)** and compare to the verified data that is already in the patient's chart.



# Health Information Exchange

- Each component will display the **unverified data** and the **verified data** to review to ensure the appropriate action is selected.



**STEP 3:** Single-select the unverified data to display the action pane; select the appropriate action of **Add**, **Add with Changes**, or **Discard**.

- If the data is already recorded in the patient’s chart, selecting **Discard** is appropriate.

**STEP 4:** Continue reviewing and reconciling all unverified data within the **Reconciliation** view.

**STEP 5:** Once complete, select the **Complete Reconciliation** button for each component.

**STEP 6:** Select the red **X** to close the Reconciliation view to return to Outside Records Summary.

- Select the **Home** icon to return to the Workflow MPage.

## Historical Records View

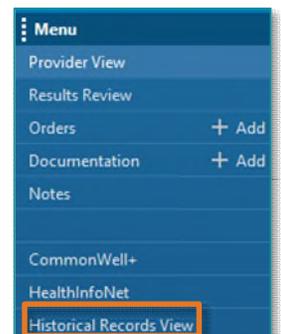
The Health Data Archiver is a tool available to most PowerChart users and continues to add new data sources to the archive. Historical records can be accessed from within PowerChart or the Harmony Health Data Archiver to view patient information from outside data sources. The tool allows users to retrieve historical patient information and update the current record with pertinent details

### Accessing Health Data Archiver

➤ From within a patient chart, find **Historical Records View** in the list of items in the Menu.

- If the patient has information in the archive, a list will appear.

**NOTE:** If there is only one matching record in the archive for a patient, that archive chart will be automatically opened, saving a click.



- The list consists of all records found within the archive for that patient, matching first name, last name, and date of birth.
  - If those are not a match; example, a name change or a hyphenated name, then it will not link to the patient. In these circumstances, login to the [Harmony Health Data Archiver](#).
    - Use your network username and password to login.

**NOTE:** If you need to do extensive work in the archive for multiple chart reviews, you can search by name and date of birth through the archive link.

- The **Data Source Name** column tells the viewer which legacy EMR the patient has been found in.
  - The name of each data source specifies the related Member Organization, the application, the practice name, and the years the EMR was in use.
  - Select a desired record to review.

MRN	Account #	First Name	Middle Initial	Last Name	Date of Birth	SSN	Sex	Data Source Name
32607-0228001		ANYONE	J	TESTING	01/01/1943	###-##-	Female	EMMC Centricity EMR All Ambulator - 1998-2018
279368-0314001		ANYONE	J	TESTING	01/01/1943	###-##-	Female	EMMC Centricity EMR NECA 1999- 2018

## Basics of Navigating the Patient Chart Search

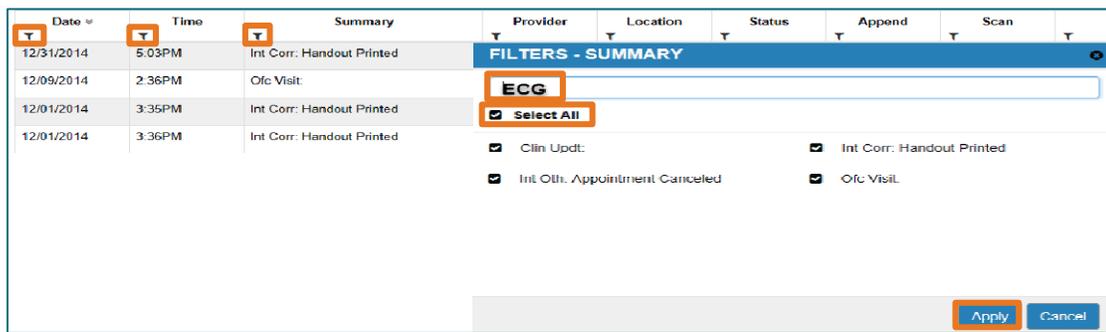
- Patient Header (under Registration) – contains specific information relative to the patient.

Registration	Patient				Documents
Patient	Last Name	TESTING	First Name	ANYONE	Chart
	Patient ID	279368-0314001	Sex	Female	History
Contacts	Birth Date	01/01/1943			Problems
Addenda	Personal				Medications
	Patient ID	279368-0314001	Home Location	NECA	Alerts/Flags
	Birth Time		Race 2		Flowsheet
	Race 1	White	Ethnicity		Orders
	EMHS MR		Status	Inactive	Vaccinations
	EMHS MR				Registration
	Insurance and Employment				Addenda
	Employment Status		Responsible Provider		
	Primary Insurance		Secondary Insurance		
	Registration Notes				

- Bookmarks – contain related patient data and the contents are displayed.
  - Bookmarks with no information will appear gray/dithered.
  - In some data sources, bookmarks will need to be expanded to display the additional bookmarks within the chart.

# Health Information Exchange

- To sort any column, click the column name. Click the column again for reverse sort.
- You can also modify your search further by selecting the filter in any column header field, this will give you an option to select all-all choices will be available to select or unselect or search for specific reports.



- Data will have a link to the document they originated and must be clicked to open in a new window.
- Scanned documents require an additional step. Click **Scan**, this will open a new window. Click to open the document under the scanned document section.



Date	Time	Summary	Provider	Location	Status	Append	Scan	Combid
01/03/2006	12:00AM	Lab Rpt: Lab Report	Franklin E Bragg MD	NMEW	Signed		Scan	1452077100156130

Appended Documents

Date	Time	Location	Provider	Status	Summary
No Data Available					

Scanned Documents

Scan Date	Summary
01/05/2006	External Document - Imported By: Adam Sherwood on 01/05/2006

### Printing from Health Data Archiver

➤ To print a document from the Health Data Archiver, please follow these steps.

**STEP 1:** In the patient's chart, go to the **Historical Records View**.

**STEP 2:** Locate the document to be printed.

**STEP 3:** Open the document.

**STEP 4:** Click the **Printer** icon.



**IMPORTANT:** With the ability to print a single document when accessing the Health Data Archiver through Cerner or via the URL, please note printing records should be limited to patients within the practice location and the associated notes for that office. Requests for complete charts, hospital records, or notes from another practice should be routed to the HIM department.