

The following flyer outlines the workflow for Providers at the COVID-19 Mobile Assessment Stations. [This flyer will be updated frequently with any changes to the workflow.](#)

Accessing the Patient Chart

➤ **From PowerChart:**

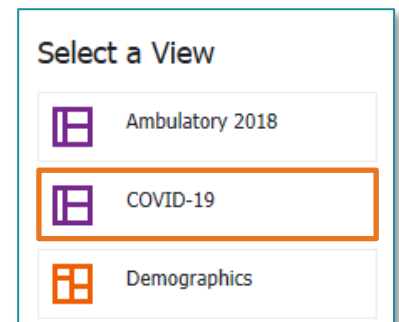
- Access the Patient Search window from the upper right portion of the window.
- Enter the patient’s demographic information (name, DOB, etc) and initiate a search for the patient.
- Locate and confirm the patient from the search results.
- After selecting the patient, select the encounter with the appropriate date, time and location from the lower pane.
 - After selecting the appropriate encounter, click OK in the lower right of the window.
 - The patient’s chart will open to the selected encounter.


Adding the COVID-19 ViewPoint



➤ **From the Provider View Workflow MPage:**

- Click the Add button at the top of the screen to add a new ViewPoint.
- From the list of available options, choose the COVID-19 ViewPoint.
 - The COVID-19 ViewPoint will be added as a tab at the top of Provider View.
 - The functionality of this page is consistent with other workflow pages.

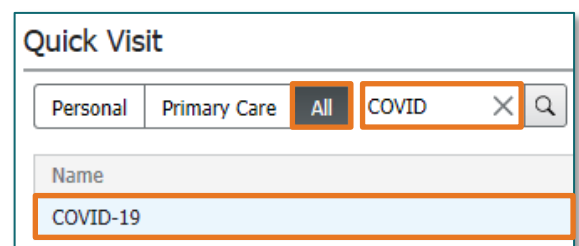


NOTE: Use the Exit button  from the toolbar when signing out of PowerChart to save this ViewPoint to your preferences. You should only need to go through the process of adding the COVID-19 ViewPoint once.

Documenting the COVID-19 Quick Visit

➤ **From the Workflow MPage:**

- Navigate to the Quick Visits Component.
- From the available filters, choose the All option.
- In the Quick Visits Search Field, type COVID.
 - Choose the COVID-19 option.
 - The COVID-19 Quick Visit will display in a pane on the right of the page.



➤ **From the Quick Visit pane:**

- **Autotexts for Dynamic Documentation**
 - Options display for COVID-19 specific Review of Systems and Physical Exam.
 - Choose the desired autotext option, or choose none to complete the documentation using freetext or speech-to-text dictation (with mobile device).
- **This Visit Problem**
 - Options display for potential this visit problems to be selected for the patient.
 - Options can be chosen from the list, or different This Visit Problems can be added using the Problem List component.
- **Orders and Prescriptions**
 - Options for potential Orders and Prescriptions can be selected and will populate the Orders for Signature bin.
 - Follow the typical MPage ordering process to place the orders.
 - If the desired order option is not available, the New Order Entry Component or Quick Orders page can be used to locate and place the order.
- **Follow-up**
 - Potential follow-up options are available to choose.
 - If a different follow-up option is desired, it can be entered in the Follow-up Component using the typical Follow-up workflow.

➤ **Finalizing Note**

- Progress through the MPage Components, entering documentation as appropriate.
- Finalize all Orders for Signature.
- After ensuring all documentation and orders have been entered, select the Acute Visit Note option from the Create Note section in the navigator on the left of the screen.
- Complete the Note documentation using the typical workflow.
 - Once complete, click the Sign/Submit button.
 - Forward the note to the PCP.
 - Click this [link](#) to review the [Forwarding Documentation Workflow](#).
 - Once the forwarding options have been selected, finalize the documentation.
 - Proceed to the next patient.