

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

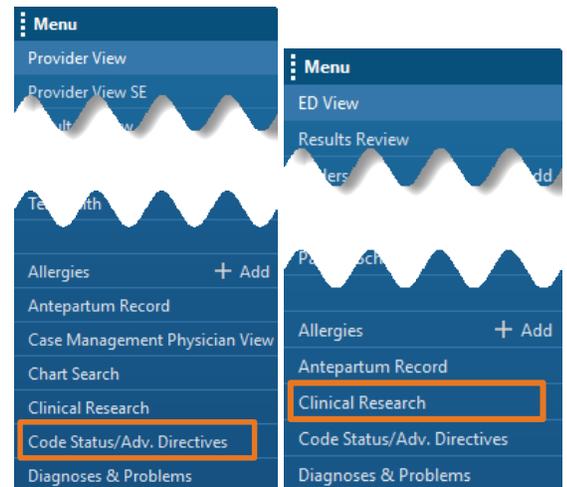
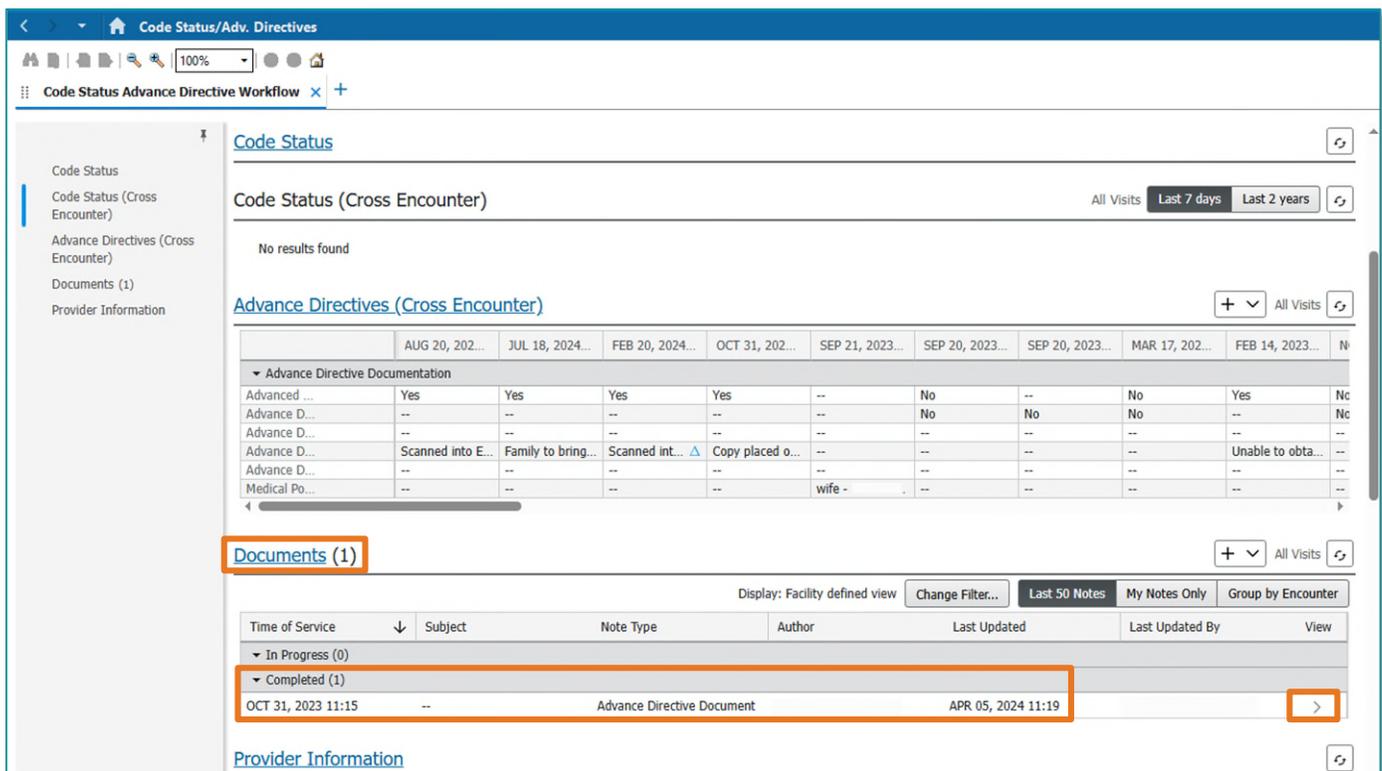
STEP 1: Click **Code Status/Adv. Directives** located in the third section of the **PowerChart** or **FirstNet** Menu.

- 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) All Visits Last 7 days Last 2 years

No results found

Advance Directives (Cross Encounter) + All Visits

| | 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 |
|--|-------------------|--------------------|-----------------|------------------|-----------------|-----------------|-----------------|----------------|-------------------|----|
| Advance Directive Documentation | | | | | | | | | | |
| 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) + All Visits

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 'Not Due / Historical' tab is selected. A table lists recommendations, with one entry for 'Advance Care Plan Annual Discussion - AC...'. A 'Recommendation Details' pop-up window is open, showing details for the selected recommendation, including 'Next Due: (8 months)', 'Recurrence: Seasonal', and a 'Source Directive Document' link highlighted in orange.

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 table lists documents, with one entry for '10/31/2023 11:15:00 EDT' with the type 'Advance Directive Document'. The 'Type' column is highlighted in orange. A 'Next Page' button is also highlighted in orange.

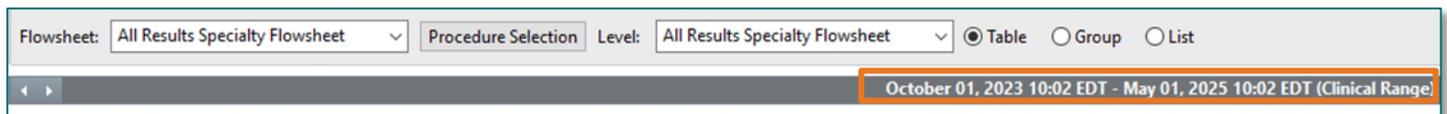
Results Review

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.



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.

