Northern Light Health facilities support the CURES Act recommendation of sharing information with patients; however, there are occasions when the provider must document details that are deemed harmful to the patient's well-being or that proxies to the patient's portal should not have access.

Open Clinical Notes

All Clinical Notes flow to the patient's portal when signed. This allows the patient to see the full note details, in addition to the Patient Visit Summary.

IMPORTANT: **Marking a note confidential is NOT intended for use if a patient has a behavioral health diagnosis unless the criteria of content will prompt imminent harm to the patient.**

- The rationale must be *clearly* indicated within the note. For example, "This note is marked confidential because it is highly probable that if the parent reads that CPS is coming to investigate, they will act on past threats to harm their children and spouse."

➢ **Ambulatory Confidential Note Types**

- Select **More** from the **Create Note** section of the workflow view.

- Select appropriate **Confidential** note type and complete the documentation.
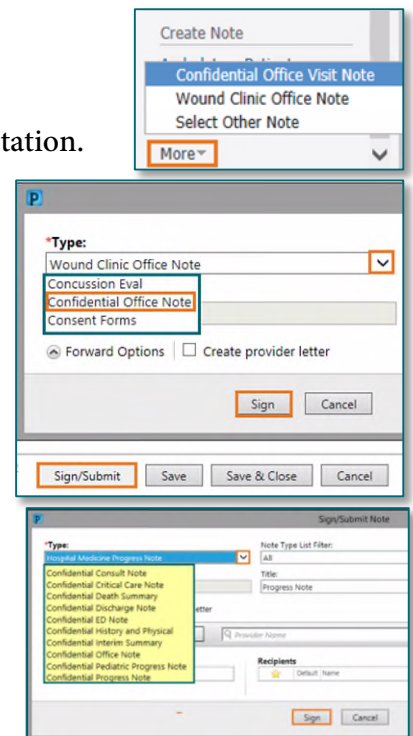 - Upon signing, confirm the Note Type is listed as Confidential.

NOTE: **If the initial selection of the note type is a regular note, but during the exam sensitive information is discussed, the provider can switch the note type to *Confidential* when signing.**

➢ **Inpatient and Emergency Confidential Note Types**

Confidential options are available for inpatient providers in the Note Type dropdown. To align with the current note creation process:

- Choose the appropriate **Note Template**, such as Progress Note, and complete the documentation.

- After clicking **Sign/Submit**, the provider can switch the note type to the appropriate *Confidential* type, then **Sign**.

NOTE: **If a note is deemed worthy of *Confidential* status *after* it has been sent to the patient's portal, a new note will need to be created and the original needs to be Marked in Error to remove from the portal.**