

# From the Office of Clinical Informatics Cerner Millennium Health Information Exchange

### August 30, 2022

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# 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.

<u>NOTE</u>: 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.



Menu Provider View

403	3: Access Denied
< ) -	🔹 🏫 HealthinfoNet
M 814	🗈 🕒   🔍 🔍   100% 🔹   🔿 🔿 🏦
<b>9</b> Y	ou cannot access this patient due to privacy restrictions
$\langle \rangle$	★ A HealthInfoNet
<b>M B</b>	
0	The specified patient cannot be found.

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### 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

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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.

lisclaimer	This is an aggrega on this patient. It	te summary of medica is provided to you in co	information obtained nformance with patie	l from multiple participa nt privacy requirements	ting healthcare providers. This clinical summary is inte	nded to support optimal patient care. It is not intended	o replace the patient's medical record nor is i	t guaranteed to encompass all h	istorical information
ve 22m ander M Abdominal pain (fin Abdominal pain (fin Abdominal vitals 92 eripheral Pulse Rate (bpm)	iding) in (finding)  120/80 Blood Pressure (mmhg)	Height ? Weight ? 100 Oxygen Saturation	2 18 Respiratory Rate (br/mn)	C227021 15-15-00 CDT NaN Temperature	Allergies Hote H	1 take, Orql, every 12 for, # 14 take, 0 Roffl(s). Montenance	Locarion Medical Center Peopleal Baseline West Medical Center That (a Blacons O e ANCER CLADIC Mass Contryside Hospital Thit H Kids Cot, Clinic FM Leb: Resulta Beschill Chemistric 07/24/2031	Lant Enseunter 07/13/2021 10/19/2021 07/20/2021 09/22/2021 09/22/2021 07/2021 Usates Documents <u>MMC Datasets Documents</u> <u>MMC Datasets mediag</u> <u>BddS</u> Tabaset mediag	Image         Image <th< th=""></th<>
lergies (11) Su rgy • model cocedures (10)	immary V		Source UH		Medications (13) Pediology (0)		Lab results (1)		₹ ••

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.

Timeframe	Results	Layout	Sources	Encounters			
All Records 🗸	All Records 🗸	Automatic 🗸	All Sources 🗸	All Encounters 🗸	Page Search	Q	Reset 🗸



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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**

- **<u>STEP 1</u>**: 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**.
- <u>NOTE</u>: If patient states they were not seen at a facility, select the checkbox in the remove column corresponding to that facility.
- **<u>STEP 3</u>**: Once all facilities have been reviewed with the patient, select **Update Sources**.



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CommonWell .....

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Reconciliati	on Co	mmonWell	: Enrollec

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#### **<u>STEP 4</u>**: Select **Close** to return to the Summary tab.

Common	Well (2 of 22	to confirm)								2
		CommonW	Vell Record		Sec	: М		Age: 49 Years	DOB: 10/15/1972	
			Unenroll patient from Comm	leiWint						
*Confirmed b	y: Patient	<b>∽</b> •F	Full Name:							
Sources T	o Confirm (2)	View Confer	med Sources (20) Local Record: Nort	hern Light Health HIE						
Confirm Clear All	Ranove	Last Volt	Source	Last Name	First Name	008	Sex	Address		
2			Federal HEE - DoD, VA, USCG			10/15/1972	м	2223 Arron Smith Drive,	Honokuku, HC 96813	
8			Holy Redeemer Health System			10/15/1972	м	2223 Arron Smith Drive,	Honolulu, HI 96813	
Update Sc	urces									
										Close
										_

#### **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

- **<u>STEP 1</u>**: 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.
- **<u>STEP 2</u>**: Select **Save to Chart**.

Outside Docu	ments				Reconciliation Co	mmonWell: Enrolled
External D	ocument List				Last query as of 12/18/2021 10:34	: .
<b>V</b>	Document Name	Status	Source	Author(s)	Document Da	te
<b>V</b>	Consult note	New	University Medical Center	Matthew Shivers	11/02/2021	
	Consult note	New	University Medical Center	Matthew Shivers	11/02/2021	Save to (

#### **Reconciliation**

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

- **<u>STEP 1</u>**: Select **Reconciliation**.
- <u>STEP 2</u>: In **Reconciliation** view, review the **unverified data (purple diamonds)** and compare to the verified data that is already in the patient's chart.

💱 Full screen	🖶 Print	🗲 0 minutes ago
Reconciliat	ion Com	monWell: Enrolled

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

Allergies	+ 0	∧ Add ∨ Discard	
Unverified Data from Outside Sources (9)     Luttieran Hospitar	Last Modified Date: AUG 19, 2021	ponie	
penicilin  Lutheran Hospital	New Drug allergy found 	Outsice Records Originating Source Lutheran Hospital Originating Author	Transmitting Source
tetracycline  Baseline West Medical Center	New Drug allergy found - > Last Modified Date: OCT 21, 2021	Clinical Document Generator Action Add penicillin Severity	SEP 08, 2021
Verified Local Record Data (1)     ascorbic acid     Moderate     Local Record + 1 More     Reconciliation Status: Incomplete	Rash > Last Modified Date: DEC 16, 2021 Complete Reconciliation Finish Later	 Reactions  Category Drug Onset Date 	Reaction Type Allergy
		Comments	

- **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.
- **<u>STEP 4</u>**: Continue reviewing and reconciling all unverified data within the **Reconciliation** view.
- **<u>STEP 5</u>**: Once complete, select the **Complete Reconciliation** button for each component.
- **<u>STEP 6</u>**: 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.
  - <u>NOTE</u>: If there is only one matching record in the archive for a patient, that archive chart will be automatically opened, saving a click.



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- 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 <u>Harmony Health Data Archiver</u>.
    - Use your network username and password to login.

# **<u>NOTE</u>**: 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.

TESTING, ANYONE J ×								🔶 List 🔶 🛅 Ree	cent = MRN Q, =
TESTING, ANYON Allergies: opioid and	E J opioid-like analgesics, penicill	myEMHSHealth:Invitation Sent in, COVID-19: <not ordered=""></not>	Age:78 years Gender:Female 😨	DOB:01/01/1943 Ambulatory, [07/30/2021 eLos:	MRN:2273986 07:00:00 EDT]	FIN:299233056 Loc:BHFMB_B	Dose 1 Isolatio	Wgt:54 kg on:N/A	PCP:TESTING, EMMC_MD Primary Contact: TESTING, E No XDocs
Menu Ŧ	< 🔹 🕈 Historica	I Records View						💱 Full screen	🖶 Print 🥠 13 minutes ago
Growth Chart  Health Maintenance Historical Records View		% •   © ● <b>☆</b> CHIVER						WEN	DY WEYMOUTH 🚯 🔒
Histories	MRN	Account #	First Name	Middle Initial	Last Name	Date of Birth	SSN	Sex	Data Source Name
Immunizations Infusion Report Insurance	32607-0228001		ANYONE	J	TESTING	01/01/1943	<del>### ##</del> -	Female	EMMC Centricity EMR All Ambulator
Interactive View and I&O MAR MAR Summary	279368-0314001		ANYONE	J	TESTING	01/01/1943	<del>###-##</del> -	Female	EMMC Centricity EMR NECA 1999-

### **Basics of Navigating the Patient Chart Search**

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

	Patient					Documents
Defect	Last Name	TESTING	First Name	ANYONE	Middle Name	
Pauent	Patient ID	279368-0314001	Sex	Female	Soc Sec No	Chart
Contacts	Birth Date	01/01/1943				History
Addenda	Personal					Backlasse
	Patient ID	279368-0314001				Problems
	Birth Time		Home Location	NECA	Contact By	Medications
	Race 1	White	Race 2		Language	Alecte/Elece
	EMHS MR		Ethnicity		Marital	Alerts/riags
	EMHS MR		Status	Inactive		Flowsheet
	Insurance and Employmen	it				Orders
	Employment Status		Responsible Provider		Referring Physician	Magningtings
	Primary Insurance		Secondary Insurance			vaccinations
	Registration Notes					
-20000000000000000000000000000000000000						Addenda

- 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.

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- 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.

Date ⊭	Time	Summary	Provider T	Location	Status T	Append T	Scan T	т
12/31/2014	5:03PM	Int Corr: Handout Printed	FILTERS - S	UMMARY				o
12/09/2014	2:36PM	Ofc Visit:	ECG					
12/01/2014	3:35PM	Int Corr: Handout Printed	Select All					
12/01/2014	3:36PM	Int Corr: Handout Printed	Clin Updt:		5	I Int Corr: Hand	out Printed	
			Int Oth. App	oointment Cancel	ed 🜌	Ofc VisiL		
								_
							Apply	Cancel

• Data will have a link to the document they originated and must be clicked to open in a new window.

Date ≫ ▼	Time T	Summary T	1	
12/31/2014	5:03PM	Int Corr: Handout Printed	-	- N -
12/09/2014	2:36PM	Ofc Visit:		
12/01/2014	3:35PM	Int Corr: Handout Printed	<	2
12/01/2014	3:36PM	Int Corr: Handout Printed		4

Scanned documents require an additional step. Click Scan, this will open a new window. Click to open the document under the scanned document section.

			Alisonen		_
01/05/2006	12:00AM	Lab Rpt: Lab Report		Scan	1
01/03/2006	12:00AM	Lab Rpt: Lab Report		Scan	<b>•</b>

Date ∻ ▼	Time T	Summary T	Provider T	Location	Status T	Append T	Scan T	Combid T	
01/03/2006	12:00AM	Lab Rpt: Lab Report	Franklin E Bragg MD	NMEW	Signed		Scan	1452077100156130	
Appended Doo	cuments								
т <sup>I</sup>	Date	Time	Location	т	Provider	т	Status	Summary	
× No Data Available									
Scanned Docu	uments								
т		Scan Date		т		Su	immary		
01/05/2006	1/05/2006 External Document - Imported By: Adam Sherwood on 01/05/2006								

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#### **Printing from Health Data Archiver**

- > To print a document from the Health Data Archiver, please follow these steps.
- **<u>STEP 1</u>**: In the patient's chart, go to the **Historical Records View**.
- **<u>STEP 2</u>**: Locate the document to be printed.
- **<u>STEP 3</u>**: Open the document.
- **<u>STEP 4</u>**: 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.

For questions regarding process and/or policies, please contact your unit's Clinical Educator or Clinical Informaticist. For any other questions please contact the Customer Support Center at: 207-973-7728 or 1-888-827-7728.