



From the Office of Clinical Informatics
Northern Light Health
Acadia Procedural Optimization
Clinical EHR Flash Flyer

Wednesday, September 27, 2023

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[Click here for the latest Registration, Scheduling, Referral Management, Experian, Charge Management, and other Revenue Cycle updates!](#)

Acadia

Known Issues & Updates

The SaAnesthesia Record and the PowerPlan keep asking for Dosing Height and Weight. There is no way to update the dosing weight.

- This has been resolved. The Dosing Height and Weight is now its own PowerForm in the folder.

UPDATED: Proceduralist is not listed in Supervisor of Record and cannot sign the SaAnesthesia Record.

- This has been resolved. If there are issues, please let the at-the-elbow support know.

UPDATED: Scanners not installed.

- This has been resolved.

Important Reminders

Anesthesia – DO NOT forget to complete Preop and Postop notes.

- Do not forget to complete preop and postop notes and send to the supervising provider for endorsement.

Nursing – DO NOT forget to document your height/weight electronically.

- Anytime the patient arrives for their procedure, please update the height/weight.

Nursing – DO NOT forget to scan your medications.

- Do not forget to scan your patient and the medication. Depending on the situation, place the medication order or you can use “Create Order” and document through the Medication Administration Wizard.

Nursing – DO NOT forget to discontinue your PowerPlans.

- Discontinuing your PowerPlans is essential for those serial encounters and if the patient is being transferred back to the inpatient setting. An active PowerPlan could inadvertently allow for wrong medications given in the next appointment or on the floor.

Nursing – DO NOT document the intraprocedural fluid totals.

- Anesthesia documents this information in their record. Double documentation will not give an accurate picture of what was truly given to the patient.

Frequently Asked Questions

NEW: How do I drop a patient off the tracking board if they do not need Pre or PostOp phone calls?

- Use the newly built events of “PreOp Call Not Needed” and “PostOp Call Not Needed.” These are found in the PAT tab and the PostOp Phone Call tab respectively.
- Selecting these events will drop the patient from the ACTX PostOp Phone Call board and the ACTX PAT board after one minute. It will not remove the patients from any other boards.
- If you need to find these patients on those boards use the filters for “All Cases Past 30 Days” or “ACTX PAT Next 14 Days Call Not Needed” filters.

ANESTHESIA – How do I stop getting multiple procedures listed in my PreAssesment Notes?

- Unfortunately, the programming will pull 30 days of scheduled procedures. Normally, this would not be a problem when it’s a one-time surgery. Because this note is being used across the system, it’s something that we cannot fix right away.
- Until we get this fixed, in the Auto Populate Document window, uncheck the Procedure term (located on the top).

Why am I seeing an Overdose Alert when scanning Medications?

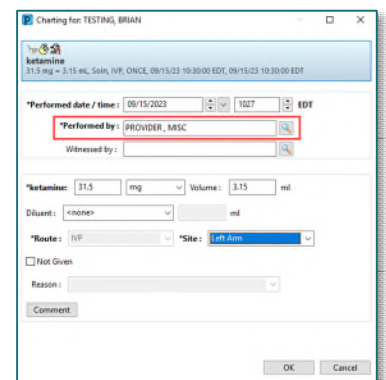
- If the physical vial or tablet scanned has a greater amount than the electronic order, you will receive an overdose alert.
- This is a normal function of Cerner to prevent administering more medication than was ordered. Staff will need to adjust the administered amount in the charting window to reflect what is being administered.

When I proxy chart my meds, what should I document?

- Document who the ordering provider in the field. You do not need to fill out the “Witnessed by” field. Click Comment to say that it was given by provider.

When should I set manual events on the periop tracking board?

- You should be setting manual events *in the procedural prep phase and when the patient goes into the procedural area*. Because we only have post records in Periop Doc, events are set by documenting times. No need to set manual events in the Postop phase.



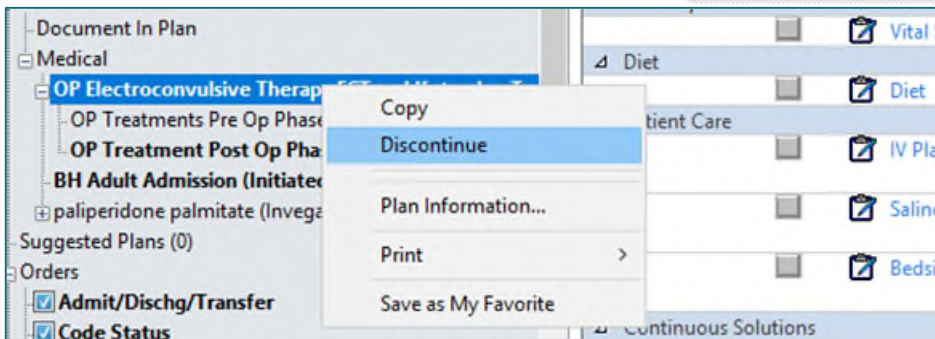
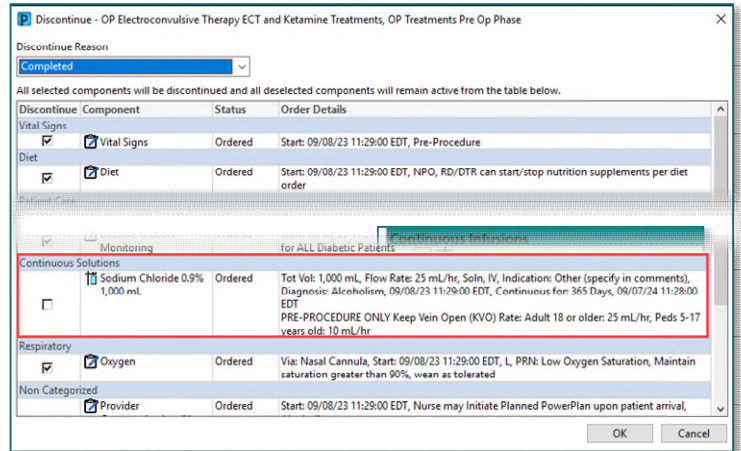
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How do I keep my IV fluids from the preop phase when I discontinue the preop phase?

1. When discontinuing pre-op phase, deselect IVF to keep the order active.

When IVFs are stopped in recovery, the RN will document DC date/time on MAR and fluids received in recovery only.

2. RN documents IVF in iView (I&O).
3. RN clicks the parent name for the PowerPlan and selects cancel/dc. This will DC the remaining IVFs order in pre-op phase.



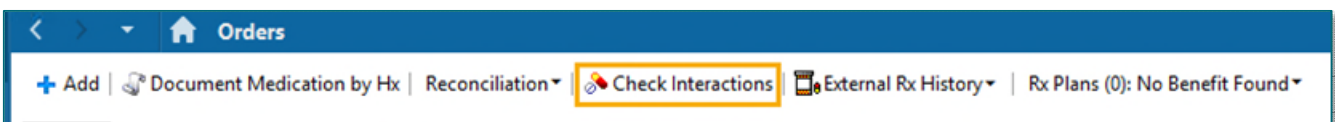
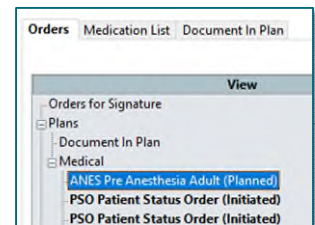
Is there a way to check for alerts before initiating the PowerPlans?


- Nurses should always use the Check Alerts functionality prior to initiating a PowerPlan.

TIP: You can also check for the day before for the first cases to ensure no issues.

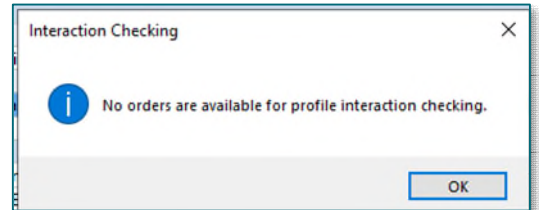
STEP 1: Highlight the planned PowerPlan by clicking the plan.

STEP 2: Click the **Interaction** button located above the **Order** tab.

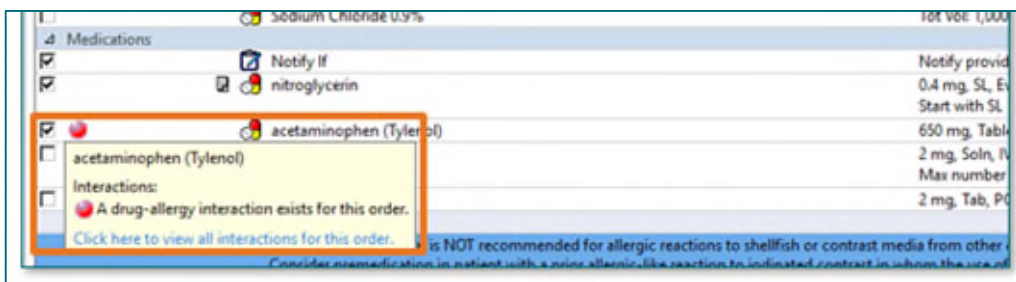


STEP 3: Scroll down the PowerPlan to look for the interaction icon .

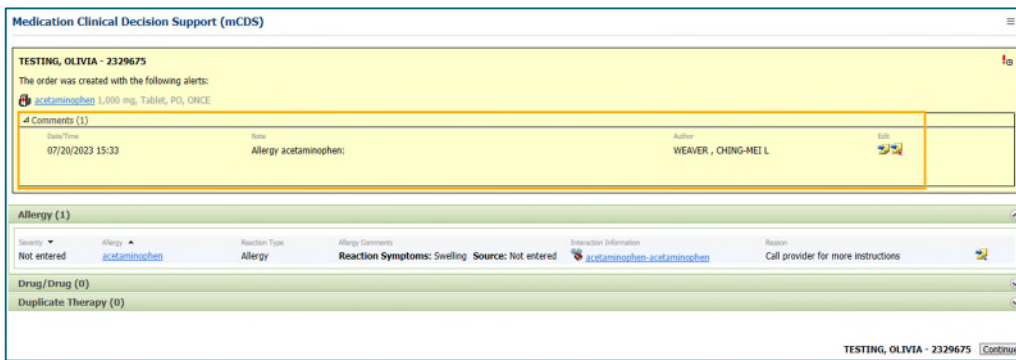
NOTE: If there are no interactions or alerts, it will display this message.



STEP 4: Hover over the interaction icon and click the hyperlink to open the **Medication Clinical Decision Support (mCDS)** window.




STEP 5: The interactions will list with additional information if the alerts have been addressed by the provider by clicking the **Comments** arrow to see when and who addressed it.



STEP 6: Select **Continue** to exit the window.

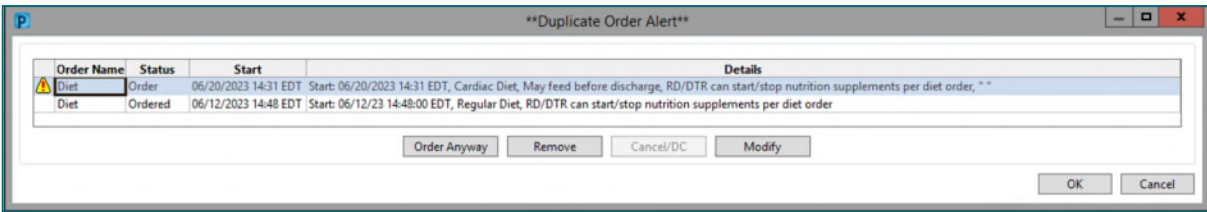
How do I know if the provider addressed the alerts?

- Go through the Check Alert steps. When the pop-up displays, if the alerts have been addressed, it will show in the Medication Clinical Decision Support (mCDS) window with this icon . Click the arrow next to Comments to see when and who addressed it.

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What if I see a Duplicate Order Alert?

- If you receive an alert that the order already exists for the patient, use your facility's protocols in these instances; however, if you check the alerts prior to initiating the PowerPlan, this would be addressed by following your member organization policy.



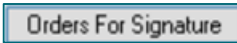
How do I initiate a PowerPlan?

- Some providers will be placing their PowerPlans prior to the patient's procedure date. These will be placed in a planned state and need to be initiated by nursing upon patient arrival.

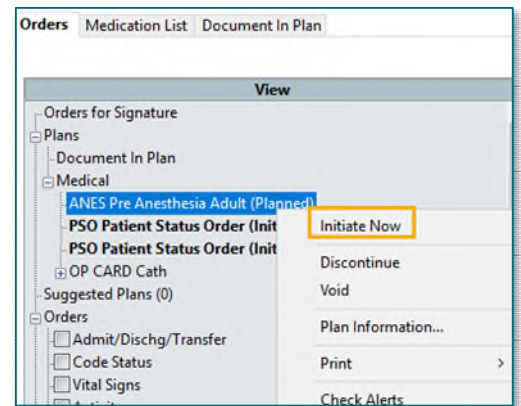
STEP 1: From the **Orders** section, locate the planned PowerPlan from the menu on the left.

STEP 2: Right-click the desired phase again and select **Initiate Now**.

STEP 3: The Ordering Provider window will appear and be prepopulated with the ordering Provider's name. Select **OK**.

STEP 4: Select **Orders for Signature** from the bottom right. 

STEP 5: Select **Sign**. 



NOTE: If you begin initiating a PowerPlan and an interaction alert appears, select a **Reason** and **Continue**. Then use the **Minute Ago** button in the top right to refresh the screen, this will stop initiating the PowerPlan without the Provider reviewing the interaction.

How do I discontinue a PowerPlan? Should I always discontinue the PowerPlans?

- It is **IMPORTANT** to discontinue the PowerPlan once the patient is discharged or transferred to the floor especially in the case of serial encounters.

STEP 1: Highlight the desired PowerPlan or Phase.

STEP 2: Select **Discontinue**.

STEP 3: In the following pop-up you may receive a **Notice**. Read the information in the box and select **OK**.

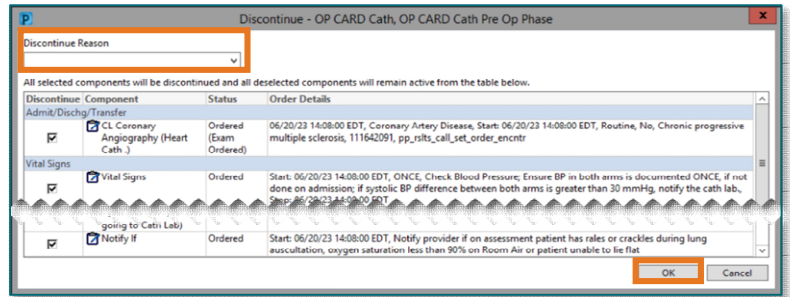
- If you do not wish to see the **Notice** again, check the box next to **Do not show this message again** before selecting **OK**.

STEP 4: Review the orders to be discontinued.

STEP 5: Select a **Discontinue Reason** from the dropdown and select **OK**.

STEP 6: Select **Orders for Signature**.

STEP 7: Select **Sign**.



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.
