

# Incomplete Record Feature 5.67 – Credit Field Workaround

**Change:** Provider Date Available is a required field in 5.67.

**Background:** In Meditech Version 5.57, the provider date available field is <u>not</u> a required field. If multiple providers have deficiencies on a chart, some sites have a process where they will leave the date available blank for the providers that do not have access to the chart. This prevents them from getting deficient days count against them. The doctor will also not show on any outstanding record listings and curtailment reports for that acct.

Record [660000.	2664	TEST, CURTIS			
Account Number	660000063714	Dis/Ser D15 Date Available Date Complete	24/09/14 24/09/14	Days Outstanding Days Suspended Days to Process	139 0 139
Record Portion	2	Box B0	ULCHAR Boule	t Char les	
Doctor Available Co	ompleted Cr R	easons	Comments		
1 HENDWILL	Hendriks, Willia	м L.			
24/09/14	10/02/15	05*			
2 BOULCHAR	Boulet,Charles				
10/02/15	I III	нх			_
3 KOENCHRI	Koen, Johannes C	hristoffel			
1 I	I II II	OR			_
	Swith, Donna Rae				
4 SMITDONN	13MT HILDUNING ROP				

In Meditech Version 5.67, the provider date available field is a required field. If multiple providers have deficiencies on a chart, all those providers will be entered with a date available. This means that the physicians will have deficient days count against them as soon as they are entered and an ICR reason is added. He will show up on all outstanding record listings and curtailment reports for that acct.

Precord     GG00051501     UDMRI LOUDKEYBOARD, NATE       Account     GG00051501     13/12/14       Dis/Ser     DIS     13/12/14       Pays Suspended     0       Days to Process     57       Pacord Portion     1       Box     HARTMICH       HARTMICH     Hart, Michelle       Provider     Provider Name       Record     15/12/14       HARTMICH     Hart, Michelle       MOR     15/12/14       Dis/12/14     Dis/12/14       HIM Visits     View       Def Sip     Print       History     Record Inquiry       Provider     Koen, Johannes Chri       *Available     Complete       Comment     Source Detail	Udmri Lo 06/11/190			d,Nate	Med Rec N Acct Num: EMR Num:	6	G00051561 G0010116/1 BATV1G0040			Confidential* ndment on Fi			2	
Provider     Provider							UDMRI L	OUDKEYI	BOARD,NATE					
Provider Provider Name Reason Available Omplete Cr HARTMICH Hart, Michelle MDS HARTMICH Hart, Michelle MDS HARTMICH Hendniks, William L. HENDWILL Hendniks, William L. KOENCHRI Koen, Johannes Christoffel 10T Provider KOENCHRI Koen, Johannes Chri *Available   Complete   Credit 15/12/14 *Reason Done Auto Source PWM Ack/Rej Comment Source Detail		Reco	rd Availabl	e 15/1		/14	Days Sus	pended	0					
Provider         Provider Name         Reason         Available         Cmplete         Cr           HARTMICH         Hart, Michelle         MDS         15/12/14         Def 01/15         Def 5lip           HERXWILL         Hendriks, William L.         MOR         15/12/14         Def 01/15         Def 5lip           NCENCHRI         Koen, Johannes Christoffel         IOT         15/12/14         Def 01/15         Print           Provider         Koen, Johannes Chri         IS/12/14         Def 01/15         Print           *Available         Complete           Credit         15/12/14         Print Notif Ltrs           *Reason         Done         Auto         Source         PWM         Ack/Rej         Comment		Reco		1	існ	н				_	1		Complete Delete	
Discrete         Koen, Johannes Christoffel         IOT         15/12/14         Print           Provider         Koen, Johannes Chri         History         Record Inquiry           *Available   Complete   Credit         15/12/14         Print Notif Ltrs         Print Notif Ltrs           *Reason         Done Auto Source PWM Ack/Rej         Comment         Source Detail         Print Notif Ltrs	HARTMICH	1		elle	ler Name		MDS	on	15/12/14		Cr	i.	View	
Provider *Available   Complete   Credit 15/12/14 *Reason Done Auto Source PWM Ack/Rej Comment Source Detail					toffel								Print	
Comment Reports *Reason Done Auto Source PWM Ack/Rej Comment Source Detail	Provider			لم	OENCHRI			Koen,	lohannes Chr	10				
		Co	mplete	Credit	15/12/14								and the second se	£.
	245		17.1	Auto			Ack/Rej	Cor	nment	Source D	letail	0		



## Workaround: Use the Credit field.

Example:

1. A chart comes down from the unit and is QA'd. Three physicians have deficiencies on the chart. All three physicians are entered into the ICR routine with the same date available as it is now a required field.

<b>Jdmri Lou</b> 06/11/1968		d,Nate	Med Rec Nu Acct Num: EMR Num:		GG00051561 GG0011122/ ABATVIG004	14		Confidential' ndment on F			
	ecord GGO ccount GGO	0051561 011122/1	4		UDMRI	LOUDKEYE	BOARD,NATE				
* R6	is/Ser ecord Availab ecord Comple		5 19/02/1 /02/15	.5	Days St	complete Ispended Process	19 0 19				Edit
Re	ecord Portion ox	1 HENDV	WILL	H	lendriks, Willi	am L.					Complete Delete Availability
Provider			ider Name		Re	ason	Available	Complete	Cr		HIM Visits
HENDWILL	Hendriks,				MDS		19/02/15				View
KOENCHRI	Koen,Joha Hart,Mich	annes Chr	istoffel		MCN MOR		19/02/15 19/02/15		999 999	_	Def Slip
HARTMICH	Hart,Mich	lelle			MOR		19/02/13		999	_	Print
											History
											Record Inquir
Provider			HENDWILL			Hondri	ks,William L				EMR
	Complete	Credit	19/02/15			Heriun	KS, William L				Print Notif Lti
Comment	complete (	oround	10/02/10							_	
											Reports
*Reason	Done	Auto	Source P	WM	Ack/Rej	Con	nment	Source	Detail		
MDS	N		N								

2. Physician A currently has access to the chart and has been placed in his box for completion. Physician B and C do not have access to the chart, so a credit of 999 days is entered.

Available   Comment	Complete	Credit	HENDWILL 19/02/15			Hendriks,William L		
*Reason	Done	Auto	Source	PWM	Ack/Rej	Comment	Source Detail	Physician
DS	N			N				
		_						
Provider Available   Comment	Complete	Credit	KOENCHRI 19/02/15			Koen,Johannes Chri	999	
*Reason	Done	Auto	Source	PWM	Ack/Rej	Comment	Source Detail	Physician
1CN	N			N				
Provider			HARTMICH			Hart,Michelle		
Available   Comment	Complete	Credit	19/02/15			L	999	
*Reason	Done	Auto	Source	PWM	Ack/Rej	Comment	Source Detail	Physician
IOR	N			N				Physician



3. This credit will allow the chart to show as deficient on incomplete physician listings and curtailment reports for Physician B and C, but the days outstanding will stay at '0'.

#### Example:

DATE: 2015-0 USER: 154136		Red I	ian Page: DRDH) ords		
		IS Hedical Staff Rules (Section sted below are awaiting your at			responsible for prompt completion of health records. t 15:37.
		RECORDS	OUTSTANDING FOR :	Dr. Hendrik	s, William
HedicalRec	Visit #	Patient Name	Discharge/ Service Date	Days Outstandir	ng Comments
GG00054562	660010057/14	UDMRI BBLACK, JONE	2014-05-19	244	INCOMPLETE DISCHARGE SUMMARY
GG00051557	GG0010078/14	UDMRI STRANGETROLL, DALAINEE RA	A 2014-09-22	152	MISSING DISCHARGE SUMMARY
GG00051561	HT 00 12 5 5 4/14	UDMRI LOUDKEYBOARD, NATE	2014-10-12	130	UNSIGNED OTHER
GG00051557	HT 00 12 57 5/14	UDMRI STRANGETROLL, DALAINEE RA	A 2014-10-20	122	MISSING CONSULTATION OR REFERRAL
GG00051561	GG0010122/14	UDMRI LOUDKEYBOARD, NATE	2015-01-05	28	MISSING HISTORY AND PHYSICAL
GG00051561	660010116/14	UDMRI LOUDKEYBOARD, NATE	2014-12-13	28	MISSING OPERATING ROOM REPORT
GG00051561	660011122/14	UDMRI LOUDKEYBOARD, NATE	2015-02-19	19	MISSING DISCHARGE SUMMARY
6600051557	GG0010082/14	UDMRI STRANGETROLL, DALAINEE RA	A 2014-10-15	0	MISSING OTHER
Records 28+ Records 90+	er 28 days old: days old : days old : days old : plete Records :	δ (10 or more charts at 4 (included in above to)		one chart z	at 90+ days old are considered overdue.)

DATE: 2015-0 USER: 154136		Re	ian Page: IRDH) ords	1		
		S Hedical Staff Rules (Secti sted below are awaiting your			responsible for prompt completion of health records. : 15:41.	
		RECORI	S OUTSTANDING FOR	Dr. Koen, C	hristoffel	
HedicalRec	Visit #	Patient Name	Discharge/ Service Date	Days Outstandir	ig Comments	
GG00051551	GG0010080/14	UDMRI LOUDKEYBOARD,NATE	2014-10-14	145	MISSING OPERATING ROOM REPORT MISSING CONSULTATION OR REFERRAL	
6600051557	GG0010082/14	UDMRI STRANGETROLL, DALAINEE	RA 2014-10-15	0	MISSING CONSULTATION OR REFERRAL UNSIGNED OTHER	
6600051561	GG0010115/14	UDMRI LOUDKEYBOARD,NATE	2014-12-13	0	INCOMPLETE OTHER	
6600051561	GG0010122/14	UDMRI LOUDKEYBOARD, NATE	2015-01-05	0	UNSIGNED HISTORY AND PHYSICAL	
6600051561	GG0011122/14	UDMRI LOUDKEYBOARD, NATE	2015-02-19	0	MISSING CONSULTATION OR REFERRAL	
Records 28+ Records 90+	r 20 days old: days old : days old : lete Records :	l (10 or more charts l (included in above	-	one chart :	at 90+ days old are considered overdue.)	

DATE: 2015-03-10 1 USER: 154135	1537	Re	Records Outstandin d Deer Regional Ho .ysicians With Out:	spital Ctr(DRDH)	Page: J
		edical Staff Rules (Section d below are awaiting your		icians are responsible for prompt completion of health r 015-03-10 at 15:37.	ecords.
		RECO	RDS OUTSTANDING FO	R Dr. Hart, Michelle	
HedicalRec Visit	:# Pa	tient Name	Discharge/ Service Date	Days Outstanding Comments	
6600051561 66001	L1122/14 VD	MRI LOUDKEYBOARD, NATE	2015-02-19	0 MISSING OPERATING ROOM REPORT	
Records under 28 d Records 28+ days o Records 90+ days o Total Incomplete B	14 : 14 :	l (10 or more charts : (included in above ) l	-	one chart at 90+ days old are considered overdue.)	



- 4. When Physician A has completed his deficiency, then Y will be entered in the Done field and then the chart can go to Physician B.
- 5. The provider date available will have to be edited to the day it became available to Physician B and the credit of 999 days will have be deleted. The days outstanding will start counting from the edited provider date available. The provider box can also be updated (optional field).
- 6. Physician C will still have a credit of 999 days because the chart is still not available to him to complete.

😽 Incomplete R	ecords De	esktop - DRD	H (ABATES	T/ABA.TEST5	5.67/DTH.T	EST5.67 - Te	est) - Leanne				
Udmri 06/11/1		eyboard 46/M	l,Nate	Med Rec Acct Nur		G00051561 G0011122/		***(	Confidential*	***	
		40/11		EMR Num		BATVIG004		) Amer	ndment on F	ile	
	Reco	ord GGOO Dunt GGOO	051561 11122/14			UDMRI	LOUDKEYE	OARD,NATE			
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	Box	rd Portion	1 KOENCH		K	en,Johanne					
Prov • HENDW	vider	Hendriks,V		ler Name		MDS	ason	Available 19/02/15	Complete	Cr	
KOENCH		Koen,Joha		toffel		MCN		05/03/15	10/03/15		-
HARTM		Hart, Miche				MOR		19/02/15		999	1
Provider Availabl Commer	e   Co	mplete	Credit								
Reaso	n	Done	Auto	Source	PWM	Ack/Rej	Con	iment	Source	Detail	
			Add I	Provider Mis	ssing Doc	uments				Cancel 🗙	Save 🖋

Provider *Available   *C Comment	omplete	Credit	HENDWILL 19/02/15		10/	Hendriks,William L '03/15		
*Reason	Done	Auto	Source	PWM	Ack/Rej	Comment	Source Detail	
MDS	γ			N				
I	-							
								-

### Physician A

Physician B

Provider *Available   Comment	Complete	Credit	KOENCHRI 05/03/15			Koen,Johannes Chri		-
*Reason	Done	Auto	Source	PWM	Ack/Rej	Comment	Source Detail	
MCN	N			N				

#### Provider HARTMICH Hart,Michelle \*Available | Complete | Credit 19/02/15 999 Comment \*Reason Done Auto Source PWM Ack/Rej Comment Source Detail MOR Ν Ν



- 7. Once Physician B has completed his deficiency, then Y can be entered in the Done field and the chart can go to Physician C.
- 8. The provider date available will have to be edited to the day it became available to Physician C and the credit of 999 days will have be deleted. The days outstanding will start counting from the edited provider date available. The provider box can also be updated (optional field).

dmri 1 6/11/1		<b>eyboar</b> 46/M	d,Nate	Med Rec Nur Acct Num: EMR Num:	G	G00051561 G0011122/1 BATVIG0040			Confidential* ndment on Fi	
	Reco	ord GGO ount GGO	)051561 )11122/14	ł		UDMRI L	OUDKEYE	OARD,NATE		
		Ser ord Availabl ord Complet		19/02/1 02/15	5	Days Inc Days Sus Days to I	spended	19 0 19		
	Reco Box	ord Portion	1 HARTN	ИСН	Ha	art,Michelle				
Prov				der Name		Rea	son	Available	Complete	Cr
HENDW:		Hendriks, V				MDS		19/02/15	10/03/15	
KOENCH HARTMI		Koen,Joha Hart,Mich		stoffel		MCN MOR		05/03/15 10/03/15	10/03/15	
Provider Available Commer	e   Co	mplete	Credit							
	ı	Done	Auto	Source P	wм	Ack/Rej	Com	nment	Source D	etail
Reasor										

Provider *Available   *Co Comment	mplete	Credit	KOENCHRI 05/03/15		10/	Koen,Johannes Chri 03/15		
*Reason	Done	Auto	Source	PWM	Ack/Rej	Comment	Source Detail	
MCN	Υ •			N				<b>^</b>
								-

Physician B

Provider * Available   Comment	Complete	Credit	HARTMICH 10/03/15			Hart,Michelle		-
*Reason MOR	Done N	Auto	Source	PWM N	Ack/Rej	Comment	Source Detail	

Physician C