

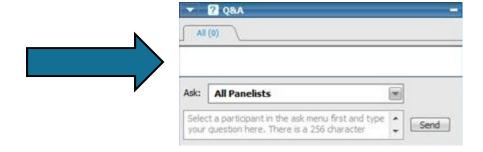
Galen Reporting

Minimizing the Requisition





Submit questions during the webcast







Agenda

- Original requisition
- Problems with long requisitions
 - Possible solutions
- New requisition examples
- How to minimize the requisition
 - Header
 - Details
 - Footer
- Best practices





Original requisition

- Shows all pertinent info
 - Site data, patient data, insurance data
 - Order data, provider data, additional information
- Works for almost all order needs
 - Not all data is needed by everyone



Original requisition

Section definitions

Originated From: Performing Facility: New World Cardiology New World Health System New World Health 25 Green Mountain Drive South Burlington, VT 05403 Requistion #: Phone: (802) 985-1234 Printed by: jbones 11/16/2011 11:00:00AM Patient: Dan Test MRN: 110322095041437 Sex: M 1550 Apple Tree Circle \$\$N: 133558855 Indianapolis, Indiana 54283 DOB: 02-Aug-1972 Insurance: Cigna - [CIG] Home: (413) 790-8837 Guarantor: Test, Dan - [Self] Work: (413) 550-1170 Encounter Date: 16-Nov-2011 Appt. Location: PCP: Peter Allbright - [1TW050] Ordering Provider: Jeff Bones, MD - [1TW290]

CBC - [2000	1650]			
Date Ordered	Approving Pro	vider	CPT4 Code	
16-Nov-2011	August Allscript	s - [9654721]	85025	
To Be Done Date	Priority	Status		
16 Nov 2011	Routine	Active		
	Referred to Pr	ovider	Order #	
	- []		TW96059	
Problems				
Acute Anteroapical M	Myocardial Infarction	- Initial Care (New MI)	410.11	
Acute Bacterial Arthr	ritis		711.00	
Chronic Bronchitis			491.9	
Annotations				
Bones, Jeff ~ 11/1	.6/2011 10:59:00AN	1		
Dationt must fac	st for 12 hours p	rior		





Requisition problems

- Might miss some orders or pages
- Requisition is too long
- Easy to overlook some parts of requisition
- Split orders



Possible solutions

- Multiple order requisitions
 - Not always practical
- Custom requisition for specific order types
- Reduce the size of the orders
- Remove unnecessary data from the requisition





Requisition Examples

Reduced data and size

- Extraneous data is gone
- Can be used for all orders
- Adjustments made to data layout

»CBC - [2000650]

Date Ordered	Approving Provider	•	CPT4 Code
16-November-2011	August Allscripts - [9654721]	85025
To Be Done Date	Priority	Status	Order #
16 Nov 2011	Routine	Active	TW96059

Problems

Acute Anteroapical Myocardial Infarction - Initial Care (New M4).0.11
Acute Bacterial Arthritis 711.00
Chronic Bronchitis 491.9

Annotations

Bones, Jeff ~ 11/16/2011 10:59:00AM Patient must fast for 12 hours prior



Safety test



Requisition Examples

Bare minimum/custom order type

- Single row per order
- No extra data

Order Code / Name	To Be Done	Priority	Comments	
- [2000650]CBC	16 Nov 2011	Routine	Safety test	
Annotations				
Bones, Jeff ~ 11/16/2011 10:5	9:00AM			
Patient must fast for 12 ho	urs prior			

 Code: Test Name
 Diagnosis
 To Be Done
 Priority
 Bill Type:

 2000650: CBC
 410.11, 16 Nov 2011
 Routine
 UNKNOWN 711.00, 491.9

Annotation: Patient must fast for 12 hours prior





How to minimize the requisition

Report header

- Only used once
- Often contains necessary information
- Can be cut down more if the report is custom
 - Insurance information
 - Site and location information
- Adjust spacing and reorganize data fields





How to minimize the requisition

Details section

- Most opportunity for changes
- Remove unnecessary codes, dates, and descriptions
- Additional information subreports can be removed or suppressed
- Signatures can be changed or removed
- Some data isn't required on a per-order basis
- Page header data can move to report header for singe page reports





How to minimize the requisition

Report footer

- Typically add fields to this section
- Signature for grouped orders
- Clean up any formatting



Best Practices

- Usability!
 - Who, what, and where
- Consider the purpose of the customizations



Thank you for joining us today. For additional assistance....

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