Provider eCW Clinical Training Record

Name: ________________________________

Core Competency

☐ Login to eCW

☐ Select patient by name, secondary search by DOB

☐ Describe the top navigation panel of the Hub

☐ Describe the most important links in the Hub

☐ Describe the purpose of each jellybean

☐ Scroll through the Overview tab of the right panel and describe the sections

☐ Recognize ICD-9 codes, and demonstrate the ability to update the problem list from the right panel

☐ Describe the various areas of the DRTLA tab of the right panel

☐ Describe the various areas of the history tab of the right panel

☐ Merge a template into a note, understand the check boxes in the template screen (right panel)

☐ Understand the difference between merging and copying a template into a note

☐ Demonstrate how to view a template and how to make it a favorite

☐ Add a chief complaint to a progress note

☐ Perform medication reconciliation correctly
  • demonstrate discontinuing a medication
  • document the reason for discontinuing a medication
  • find previous medication lists
  • view past filled prescriptions
  • add a medication to the list using MedispanRx

☐ Update and verify the allergy list, add a new drug allergy, understand why MedispanRx and structured allergy entries are important

☐ Complete the smoking and alcohol smartforms

☐ View labs, DI, and encounters from an open progress note, view cumulative labs
☐ Document a physical exam

☐ Use SmartSearch to find a diagnosis, understand diagnoses that require greater specificity, use the Problem List to populate the assessment, how to update the problem list on the fly in the assessment screen

☐ Understand the problem with documentation in the Notes box of the treatment screen

☐ Order labs and DI from the treatment screen

☐ Refill a medication from the treatment screen

☐ Add a new prescription from the treatment screen, make a medication favorite in the process

☐ Add E&M code in the billing box

☐ Lock a note

☐ Send a clinical message

☐ Open a new telephone encounter, complete all field necessary for documenting patient phone call, add timestamp comment, assign TE to another person, receive TE in T jellybean, address TE

☐ Mange ePrescription request from a pharmacy
  • Understand the importance of pulling the refill from the current medication list
  • Understand how to find a patient from an ePrescription request when eCW cannot match the patient
  • Understand how to check past encounters as well as medication history from an ePrescription request
  • Understand how to refill a controlled drug from an ePrescription request

☐ Update My Settings

☐ View unreviewed labs and DI

☐ Add timestamp to labs/DI, reassign labs/DI

☐ Review labs and DI

Date __________________________

☐ Passed
☐ Needs further training

Date __________________________

☐ Passed
☐ Needs further training
Advanced Competency

☐ Open CDSS, understand the content of CDSS

☐ For PCP: Suppress a CDSS measure, add and remove health maintenance measures in a progress note

☐ Understand how to fill out a questionnaire (placeholders, clear all, expand/contract HPI box)

☐ Create/use physical exam template

☐ Complete ROS – understand how to use placeholders, how to find the correct ROS folder

☐ Understand RAF scores

☐ Use lab and DI favorites to order; create lab and DI favorites

☐ Use a lab alias; create a new lab alias

☐ Use macros in the treatment screen; create a new macro

☐ Refill a medication from a telephone encounter; generate a new prescription from a TE

☐ Add a lab and DI order in a virtual visit of a telephone encounter

☐ Send an eMessage from a telephone encounter to Five Pcaretest

☐ Send an eMessage from the Hub to Five Pcaretest

☐ Demonstrate an understanding of SNOMED errors and how to correct them

☐ Set up a P2P communication from a completed progress note

☐ Save a note as a template

☐ Add addendum to a note

☐ Open D jellybean, view unaddressed documents, add timestamp, reassign document, address document

☐ Review P2P document, move it to P2P folder, address P2P document

☐ Document smoking cessation counseling in Preventive Medicine

Date _________________________  Date __________________________

☐ Passed  ☐ Passed

☐ Needs further training  ☐ Needs further training
Optional

☐ Enter an immunization from a progress note, and enter a past immunization from the Hub

☐ Review/cosign an advanced practice provider's note (for providers with APP in their office)

☐ Reassign note – for advanced practice providers

☐ Review and update a TCM notification

☐ Open Info screen, change primary pharmacy

☐ Create a new action

☐ Create a patient specific alert

☐ Publish educational material to the Health Portal

Date __________________________  Date __________________________

☐ Passed

☐ Needs further training

☐ Passed

☐ Needs further training

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