

NEXTGEN PAQ (PROVIDER APPROVAL QUEUE) DEMONSTRATION

This demonstration reviews usage of the PAQ. Details of the workflow will likely vary somewhat, depending on practice policy, though this should give you a good idea of the PAQ functionality.

This has been prepared with EHR 5.6.4.15 and KBM 7.9. Subsequent updates may display cosmetic and functional changes.

Use the keyboard or mouse to pause, review, and resume as necessary.





The Provider Approval Queue, or PAQ, is where providers receive, view, and sign off items on the NextGen chart. Most commonly, these items will consist of visit notes you've generated, outside correspondence and test results that have been scanned in, some image files, and test results that are automatically imported into NextGen.

Providers are initially a bit confused as to the difference between the Task List (Inbox) and the PAQ. Hopefully this lesson and the separate lesson on Tasks will clear that up.

To access the PAQ, click the PAQ icon at the top.

Provider Approval Queue - Sign In

User Name:

Password:

[Keep me signed in on this computer unless I log out](#)



Sign In

Cancel

When you open your PAQ, you will be required to give your password. To avoid having to repeat this step, click the [Keep me signed in...](#) checkbox, and you won't have to supply your password again for the remainder of this NextGen session.

| | | Pending | Rejected | History | DUFFY, ROBERT LAMAR MD |
|--|------------------|-----------------------|----------|---------------------|------------------------|
| | Description | Patient | | Date-Time | |
| | OB_Master | Mullins, Maddie | | 09/02/2010 02:37 PM | |
| | OB_Master | GAFFORD, EXA... | | 09/01/2010 03:27 PM | |
| | OB_Master | Quagmire, Debra D | | 09/01/2010 02:39 PM | |
| | OB_Master | Scenario, Routine... | | 09/01/2010 12:20 PM | |
| | OB_Master | Quagmire, Decem... | | 09/01/2010 12:19 PM | |
| | OB_Master | GAFFORD, EXA... | | 09/01/2010 12:19 PM | |
| | OB_Master | GAFFORD, EXA... | | 09/01/2010 11:28 AM | |
| | GYN_Master | GAFFORD, LESLIE | | 08/31/2010 12:32 PM | |
| | OB_Master | Quagmire, Debra D | | 08/31/2010 08:35 AM | |
| | FreeText | Quagmire, Quincy Q | | 08/29/2010 08:47 PM | |
| | FreeText | Quagmire, Ann A | | 08/27/2010 12:07 PM | |
| | FreeText | DuffyRL, Example... | | 08/27/2010 11:40 AM | |
| | Master_Im | Test, Wilma Flinst... | | 08/27/2010 11:26 AM | |
| | Master_Im | Test, Daffy Duck | | 08/27/2010 11:10 AM | |
| | Master_Im | Test, Janna | | 08/27/2010 10:40 AM | |
| | Master_Im | Test, Alisa | | 08/26/2010 10:37 AM | |
| | Master_Im | Test, Alisa | | 08/26/2010 10:28 AM | |
| | Master_Im | Test, Alisa | | 08/26/2010 09:39 AM | |
| | Master_Im | Test, Janna | | 08/26/2010 09:35 AM | |
| | Master_Im | Test, Alisa | | 08/26/2010 09:17 AM | |
| | Order: Abnormal | TEST, MATT | | 08/25/2010 02:21 PM | |
| | Order | TEST, LISA | | 08/25/2010 02:21 PM | |
| | Order | TEST, MOM | | 08/25/2010 08:19 AM | |
| | Order | TEST, LISA | | 08/24/2010 02:22 PM | |
| | Order | TEST, MATT | | 08/24/2010 02:22 PM | |
| | Order | TEST, DEE DEE | | 08/24/2010 02:22 PM | |
| | Order: Very High | TEST, DEE DEE | | 08/24/2010 10:10 AM | |

Preview | Comments |

HighEdit

Times New Roman 10 11 12 13 14 15



USA FAMILY MEDICINE
1504 SPRINGHILL AVE STE 1800
MOBILE, AL 366043273

PATIENT: Debra Quagmire
 DATE OF BIRTH: 03/15/1990
 AGE: 20 years
 DATE: 05/03/2010 9:18 AM
 VISIT TYPE: OB Prenatal - Initial

On the left you'll see a list of items for you to sign off, and on the right you'll see a preview of the item.

Currently, a visit note is selected, so we'll work through signing that off.

| | | DUFFY, ROBERT LAMAR MD |
|--|------------------|------------------------|
| | Description | Patient |
| | OB_Master | Mullins, Maddie |
| | OB_Master | GAFFORD, EXA... |
| | OB_Master | Quagmire, Debra D |
| | OB_Master | Scenario, Routine... |
| | OB_Master | Quagmire, Decem... |
| | OB_Master | GAFFORD, EXA... |
| | OB_Master | GAFFORD, EXA... |
| | GYN_Master | GAFFORD, LESLIE |
| | OB_Master | Quagmire, Debra D |
| | FreeText | Quagmire, Quincy Q |
| | FreeText | Quagmire, Ann A |
| | FreeText | DuffyRL, Example... |
| | Master_Im | Test, Wilma Flinst... |
| | Master_Im | Test, Daffy Duck |
| | Master_Im | Test, Janna |
| | Master_Im | Test, Alisa |
| | Master_Im | Test, Alisa |
| | Master_Im | Test, Alisa |
| | Master_Im | Test, Janna |
| | Master_Im | Test, Alisa |
| | Order: Abnormal | TEST, MATT |
| | Order | TEST, LISA |
| | Order | TEST, MOM |
| | Order | TEST, LISA |
| | Order | TEST, MATT |
| | Order | TEST, DEE DEE |
| | Order: Very High | TEST, DEE DEE |
| | Order | TEST, MATT |
| | GYN_Master | TEST, MOM |

Preview | Comments |

HighEdit

Times New Roman 10 11 12 13 14 15



USA FAMILY MEDICINE
1504 SPRINGHILL AVE STE 1800
MOBILE, AL 366043273

PATIENT: Debra Quagmire
 DATE OF BIRTH: 03/15/1990
 AGE: 20 years
 DATE: 05/03/2010 9:18 AM
 VISIT TYPE: OB Prenatal - Initial

Page 1/2 Line 1 Col 2

The preview on the right is a basic word processor, allowing you to scroll through the note, and directly edit the text that has been generated.

| Description | Patient | Date-Time |
|-------------|-----------------|---------------------|
| OB_Master | Mullins, Maddie | 09/02/2010 02:37 PM |
| OB_Master | GAFFORD, EXA... | 09/01/2010 03:27 PM |

Preview Comments

 | [HighEdit](#)

Times New Roman

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11

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x

NextGen usually generates a stiffly-worded, poorly-punctuated note. It will be tempting for some to go through this note, and heavily edit the wording.

There is one thing to keep in mind, however, if you edit this text. If the document is re-generated from the template, either by you or someone else with access to the encounter, the document will be overwritten, and the edits you make will be lost.

So if you need to make major changes to the content of the note, it is best to go back to the template and modify your documentation. And, unless the wording is something you just absolutely can't live with, the most efficient use of your time is probably to accept it as is.

| DUFFY, ROBERT LAMAR MD | | |
|------------------------|----------------------|---------------------|
| Description | Patient | Date-Time |
| OB_Master | Mullins, Maddie | 09/02/2010 02:37 PM |
| OB_Master | GAFFORD, EXA... | 09/01/2010 03:27 PM |
| OB_Master | Quagmire, Debra D | 09/01/2010 02:39 PM |
| OB_Master | Scenario, Routine... | 09/01/2010 12:20 PM |
| OB_Master | Quagmire, Decem... | 09/01/2010 12:19 PM |
| OB_Master | GAFFORD, EXA... | 09/01/2010 12:19 PM |
| OB_Master | GAFFORD, EXA... | 09/01/2010 11:29 AM |

| | |
|--|----------|
| Preview | Comments |
|  | |
| <input type="button" value="OK"/> <input type="button" value="Cancel"/> <input type="button" value="Print"/> <input type="button" value="Help"/> | |
| Times New Roman 10 <input type="button" value="Font"/> <input type="button" value="Bold"/> <input type="button" value="Italic"/> <input type="button" value="Underline"/> <input type="button" value="ABC"/> <input type="button" value="X"/> <input type="button" value="Z"/> | |
| 10 11 12 13 14 15 | |

If you have reviewed the note and find the content satisfactory, you can click the **Accept** button. This applies your electronic signature, completing your signoff of this document. It will drop out of your PAQ, and the next item will display.

| Master_Im | Test, Alisa | 08/26/2010 08:17 AM |
|------------------|---------------|---------------------|
| Order: Abnormal | TEST, MATT | 08/25/2010 02:21 PM |
| Order | TEST, LISA | 08/25/2010 02:21 PM |
| Order | TEST, MOM | 08/25/2010 08:19 AM |
| Order | TEST, LISA | 08/24/2010 02:22 PM |
| Order | TEST, MATT | 08/24/2010 02:22 PM |
| Order | TEST, DEE DEE | 08/24/2010 02:22 PM |
| Order: Very High | TEST, DEE DEE | 08/24/2010 10:10 AM |
| Order | TEST, MATT | 08/24/2010 10:10 AM |
| GYN_Master | TEST, MOM | 08/23/2010 05:11 PM |

| |
|---|
| <input checked="" type="checkbox"/> Accept |
| <input type="checkbox"/> Reject |
| <input checked="" type="checkbox"/> To Do |

Document: OB_Master
 Created: 08/31/2010 08:35 AM
 by: Duffy, Robert L
 Modified: 08/31/2010 08:35 AM
 by: Duffy, Robert L

| |
|---|
| <input type="button" value="Open"/> |
| <input type="button" value="Reassign"/> |
| <input type="button" value="Options"/> |

| | |
|---|--|
| PATIENT: Debra Quagmire DATE OF BIRTH: 03/15/1990 AGE: 20 years DATE: 05/03/2010 9:18 AM VISIT TYPE: OB Prenatal - Initial | |
| <input type="button" value="Print"/> Page 1/2 Line 1 Col 2 | |
| <input type="button" value="Font..."/> <input type="button" value="Add"/> | |



The image shows a toolbar for a text editor. It includes a font dropdown set to 'Times New Roman', a size dropdown set to '10', alignment buttons (left, center, right, justify), bold, italic, underline, and ABC buttons, and a text color palette with red and blue options. Below the toolbar is a horizontal ruler with numerical markers from 0 to 5. A preview window at the bottom shows a red 'OK' button.

Depending upon your screen size and resolution, you may well not be able to see the full width of the note on the right, which is annoying. An alternative is to click the **Open** button, which will open the patient's chart, and display the note at full width.

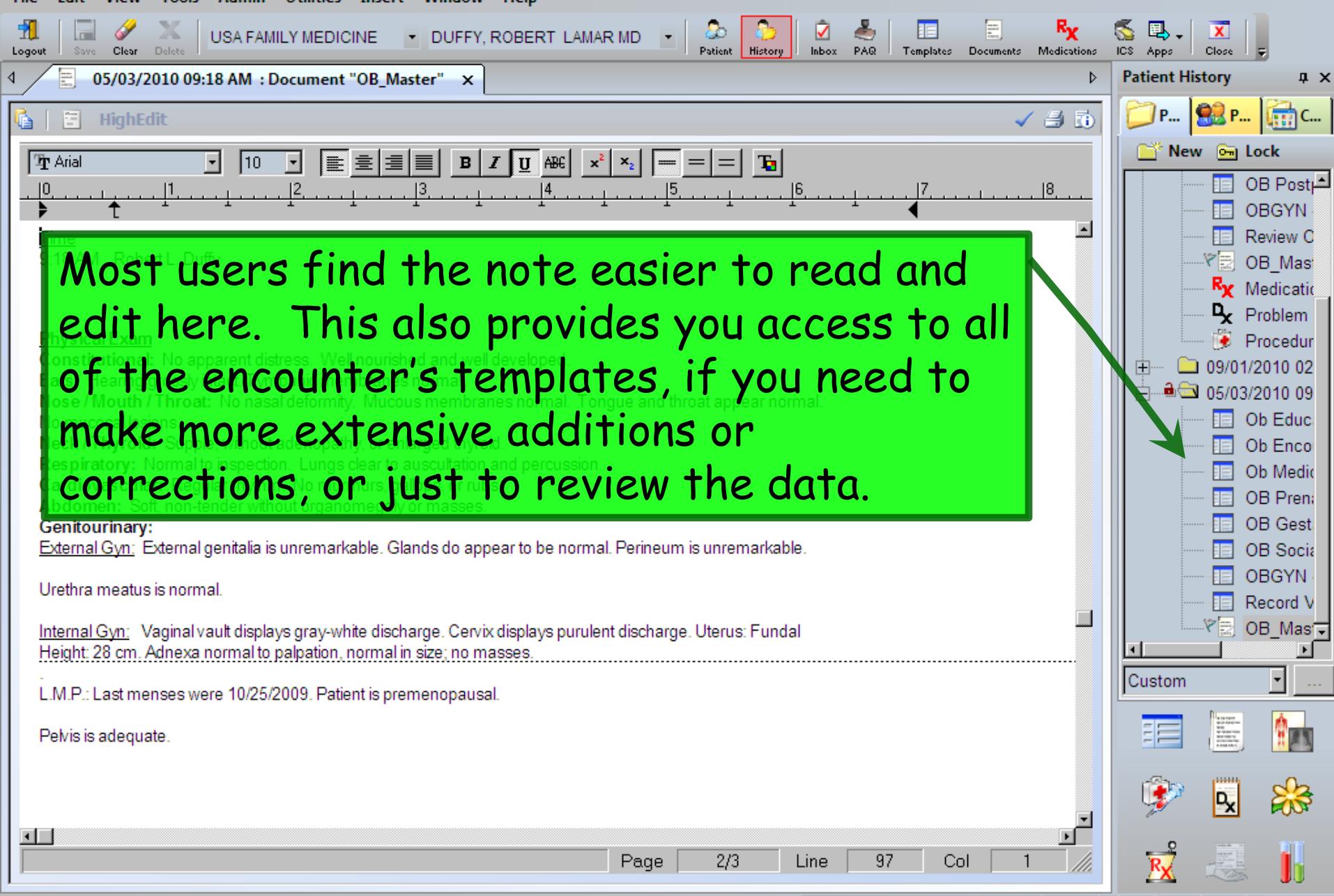
PATIENT: Debra Quagmire
DATE OF BIRTH: 03/15/1990
AGE: 20 years
DATE: 05/03/2010 9:18 AM
VISIT TYPE: OB Prenatal - Initial

| | | |
|--|--|--|
| <input checked="" type="checkbox"/> Accept | Document: OB_Master Created: 08/31/2010 08:35 AM by: Duffy, Robert L Modified: 08/31/2010 08:35 AM by: Duffy, Robert L | <input type="checkbox"/> Open |
| <input type="checkbox"/> Reject | | <input type="checkbox"/> Reassign |
| <input checked="" type="checkbox"/> To Do | | <input type="checkbox"/> Print <input type="checkbox"/> Email |
| Options | | |



Document: OB_Master
Created: 08/31/2010 08:35 AM
by: Duffy, Robert L
Modified: 08/31/2010 08:35 AM
by: Duffy, Robert L





Most users find the note easier to read and edit here. This also provides you access to all of the encounter's templates, if you need to make more extensive additions or corrections, or just to review the data.

Genitourinary:

External Gyn: External genitalia is unremarkable. Glands do appear to be normal. Perineum is unremarkable.

Urethra meatus is normal.

Internal Gyn: Vaginal vault displays gray-white discharge. Cervix displays purulent discharge. Uterus: Fundal Height: 28 cm. Adnexa normal to palpation, normal in size; no masses.

L.M.P.: Last menses were 10/25/2009. Patient is premenopausal.

Pelvis is adequate.

One problem with NextGen's notes is that they tend to be long, detailed, and awkwardly worded. This increases the odds that the 2-3 sentences that you think are most important can get lost in the background noise.

There are some things you can do to highlight key phrases within the note.

Constitutional: No apparent distress. Well nourished and well developed.

Ears: Hearing grossly intact. Tympanic membranes normal.

Nose / Mouth / Throat: No nasal deformity. Mucous membranes normal. Tongue and throat appear normal.

No mucosal lesions.

Neck: Thyroid: No goiter. No bruits. No lymphadenopathy.

Respiratory: Normal to inspection. Auscultation and percussion.

Cardiovascular: Regular rhythm. No murmur, gallops or rubs.

Gastrointestinal: No epigastric tenderness. No abdominal masses.

Genitourinary:

External Gyn: External genitalia is unremarkable. Glands do appear to be normal. Perineum is unremarkable.

Urethra meatus is normal.

Internal Gyn: Vaginal vault displays gray-white discharge. Cervix displays purulent discharge. Uterus: Fundal

Height: 28 cm. Adnexa normal to palpation, normal in size, no masses.

L.M.P.: Last menses were 10/25/2009. Patient is premenopausal.

Pelvis is adequate.

Ready

USA Health Services Foundation rlduffy

CAP NUM SCRL 09/08/2010



05/03/2010 09:18 AM : Document "OB_Master" x

HighEdit

Arial 10

Time 9:18 AM Robert L. Duffy

Physical Exam

Constitutional: No apparent distress. Well nourished and well developed.

Ears: Hearing grossly intact. Tympanic membranes normal.

Nose / Mouth: No rhinorrhea. No epistaxis. No mucosal lesions.

Neck / Thyroid: Supple, without adenopathy, or enlarged thyroid.

Respiratory: Normal to inspection. Lungs clear to auscultation and percussion.

Cardiovascular: Regular rhythm. No murmurs, gallops, or rubs.

Abdomen: Soft, non-tender without organomegaly or masses.

Genitourinary:

External Gyn: External genitalia is unremarkable. Glands do appear to be normal. Perineum is unremarkable.

Urethra meatus is normal.

Internal Gyn: Vaginal vault displays gray-white discharge. Cervix displays purulent discharge. Uterus: Fundal Height: 28 cm. Adnexa normal to palpation, normal in size, no masses.

L.M.P.: Last menses were 10/25/2009. Patient is premenopausal.

Pelvis is adequate.

Page 2/3 Line 116 Col 96

Patient History

New Lock

OB Post
OBGYN
Review C
OB_Mas
Medicatio
Problem
Procedur
09/01/2010 02
05/03/2010 09
Ob Educ
Ob Enco
Ob Medic
OB Pren
OB Gest
OB Socia
OBGYN
Record V
OB_Mas

Custom

HighEdit

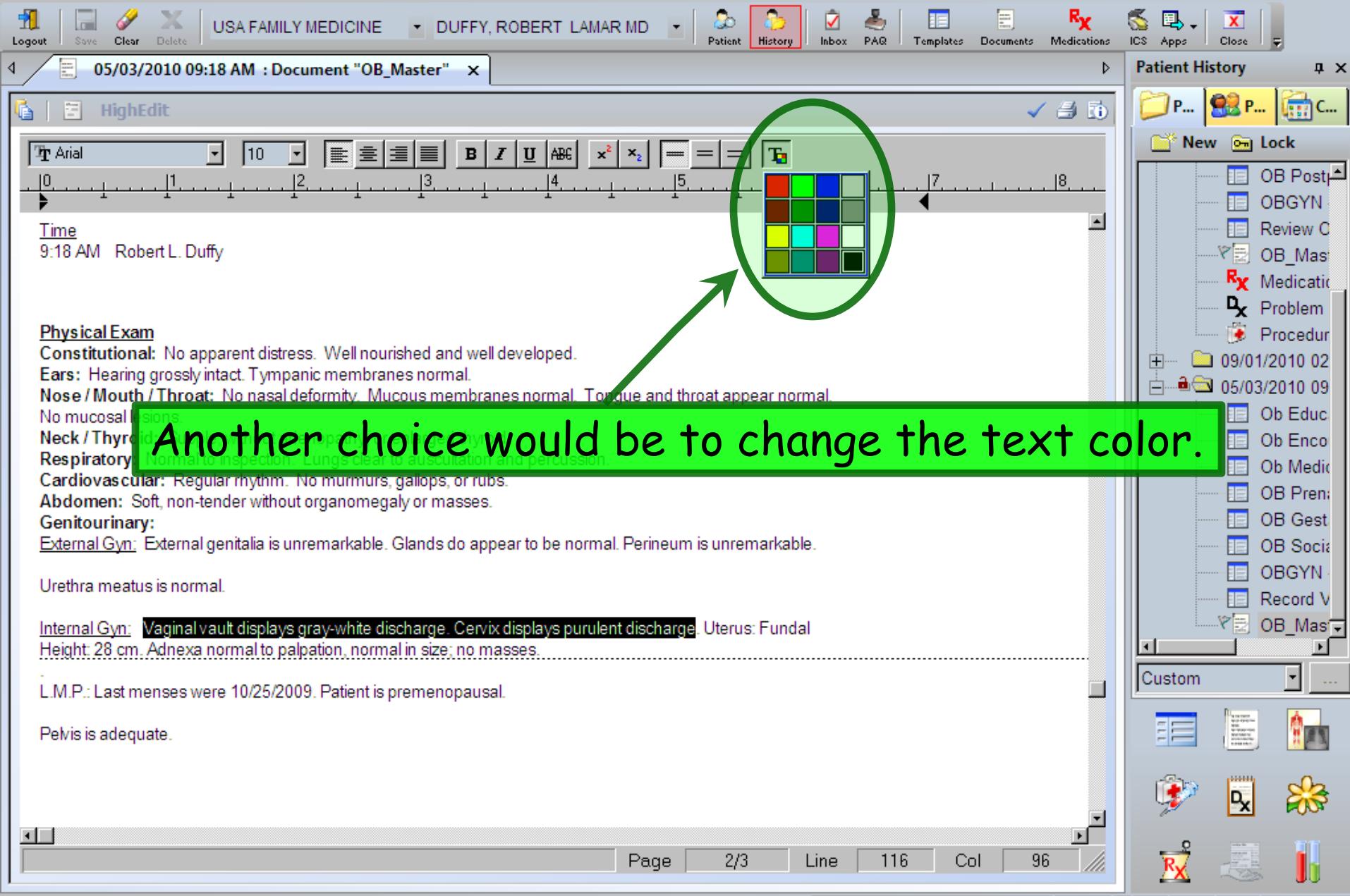
Logout Save Clear Delete

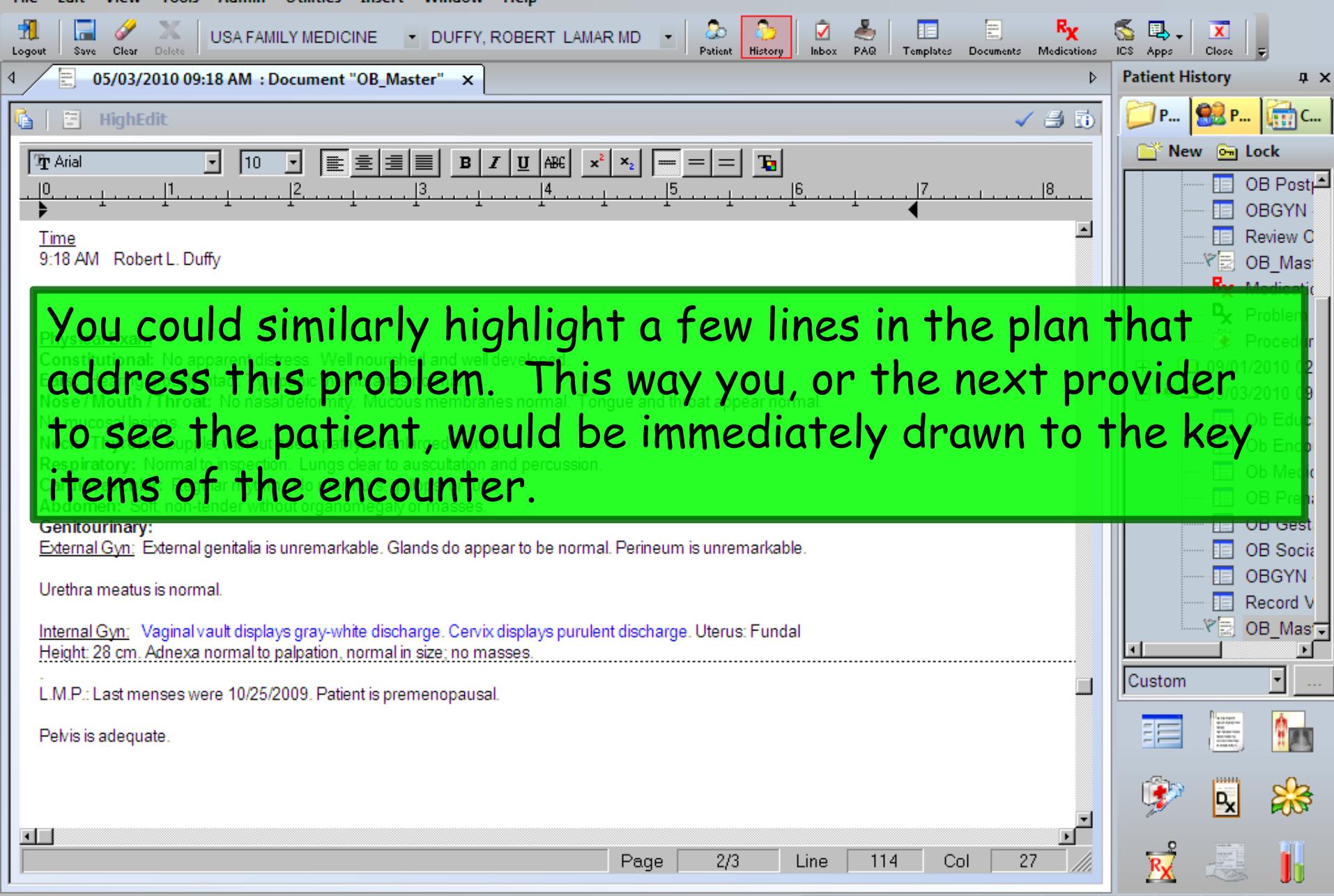
USA Health Services Foundation rlduffy CAP NUM SCRL 09/08/2010

Start NextGen C:\MSO... NGLesso... medicatio... PAQ[EH... PhotoImp... NextGe... 4:22 PM

Highlight the desired text.

One alternative would be to enlarge the font size.





You could similarly highlight a few lines in the plan that address this problem. This way you, or the next provider to see the patient, would be immediately drawn to the key items of the encounter.

Genitourinary:

External Gyn: External genitalia is unremarkable. Glands do appear to be normal. Perineum is unremarkable.

Urethra meatus is normal

Internal Gyn: Vaginal vault displays gray-white discharge. Cervix displays purulent discharge. Uterus: Fundal Height: 28 cm. Adnexa normal to palpation, normal in size; no masses.

| M P: Last menses were 10/25/2009. Patient is premenopausal

Pelvis is adequate



05/03/2010 09:18 AM : Document "OB_Master" x

HighEdit

Arial 10

Time
9:18 AM Robert L. Duffy

Physical Exam
Cervically: No apparent distension. Well-preserved, well-developed.
External Genitalia: Normal. No vaginal discharge. No external genitalia abnormalities.
Nose/Mouth/Throat: No nasal deformity. Mucous membranes normal. Tongue and throat appear normal.
Heart: Normal heart sounds.
Neck/Thyroid: Supple without adenopathy or enlarged thyroid.
Respiratory: Normal breath sounds. Lungs clear to auscultation and percussion.
Abdomen: Soft, non-tender. No hepatosplenomegaly. No abdominal masses.
Genitourinary:

External Gyn: External genitalia is unremarkable. Glands do appear to be normal. Perineum is unremarkable.

Urethra meatus is normal.

Internal Gyn: Vaginal vault displays gray-white discharge. Cervix displays purulent discharge. Uterus: Fundal Height: 28 cm. Adnexa normal to palpation, normal in size, no masses.

L.M.P.: Last menses were 10/25/2009. Patient is premenopausal.

Pelvis is adequate.

Page 2/3 Line 114 Col 27

Patient History

New Lock

OB Post
OBGYN
Review C
OB_Mast
RX Medication
Problem
OB Gest
OB Socia
OBGYN
Record V
OB_Mast
Custom

Signoff Queue - [DUFFY, ROBERT LAMAR MD]

| DUFFY, ROBERT LAMAR MD | | |
|------------------------|---------------------|---------------------|
| Description | Patient | Date-Time |
| GYN_Master | Obgyn, Example01 | 07/28/2010 02:46 PM |
| GYN_Master | Scenario, Discharge | 07/28/2010 02:33 PM |
| GYN_Master | Obgyn, Scenario1 | 07/28/2010 01:30 PM |
| GYN_Master | Scenario, Pessary | 07/28/2010 10:44 AM |
| GYN_Master | Scenario, Pessary | 07/28/2010 10:21 AM |
| GYN_Master | Quagmire, Felicia | 07/26/2010 11:40 PM |
| GYN_Master | Scenario, Pessary | 07/26/2010 01:45 PM |
| GYN_Master | Obgyn, Scenario1 | 07/26/2010 01:45 PM |
| GYN_Master | Scenario, Depo | 07/26/2010 09:49 AM |

Pretend this is a letter, form, etc.

Another thing you might sign off in the PAQ would be a letter from a consultant, or some sort of form that had been saved to the chart. You would often do this by just clicking **Accept**.

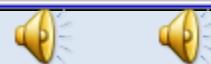
| | | |
|----------------|---------------------|---------------------|
| Master_Im | Quagmire, Abigail A | 06/21/2010 11:34 PM |
| OB_Master | DICKERSON, EX... | 06/18/2010 11:35 AM |
| Order: High | TEST, LABCORE | 06/17/2010 08:58 AM |
| Order: Low | TEST, LABCORE | 06/17/2010 08:58 AM |
| Correspondence | Test, Alisa | 06/16/2010 10:29 AM |
| Order: Low | TEST, LABCORE | 06/14/2010 01:35 PM |
| Order: High | TEST, LABCORE | 06/14/2010 01:16 PM |
| Master_Im | Quagmire, Abigail A | 05/27/2010 05:46 PM |
| Order: High | TEST, LABCORE | 05/26/2010 01:57 PM |
| Order | Patient, Test T | 05/26/2010 01:22 PM |

Here we'll click **Open** to demonstrate another way to sign off such items.

ICS Image: Lab
Created: 06/16/2010 10:29 AM
by: Massey, Jessica
Modified: 06/16/2010 10:29 AM
by: Massey, Jessica

Accept **Reject** **To Do**

Correspondence

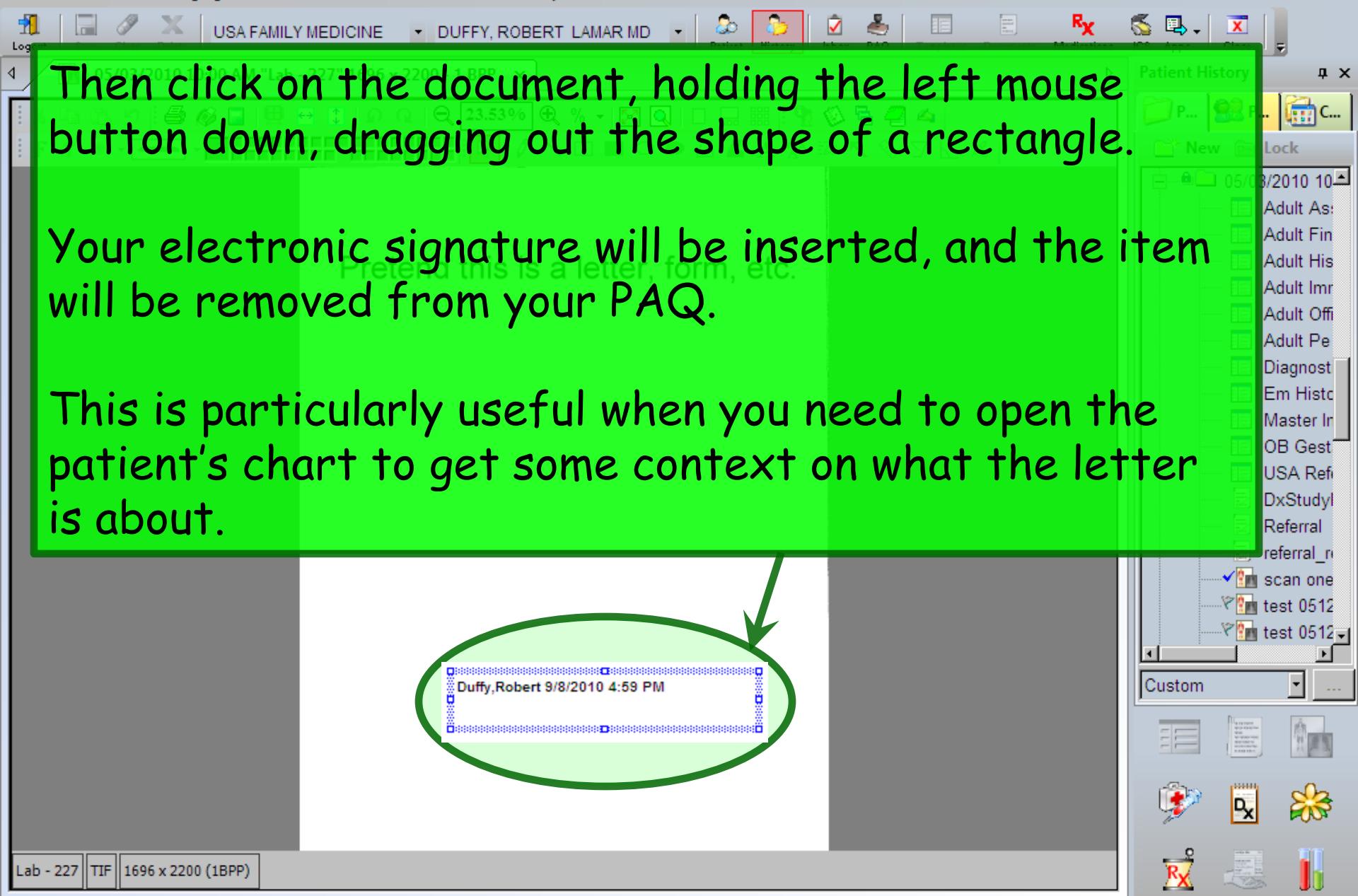


Pretend this is a letter, form, etc.

You are now viewing the document within the encounter.
Note the handwriting icon. Click this...



Lab - 227 TIF 1696 x 2200 (1BPP)



Signoff Queue - [DUFFY, ROBERT LAMAR MD]

Pending

Rejected

History

DUFFY, ROBERT LAMAR MD

| Description | Patient | Date-Time |
|-------------|---------------------|---------------------|
| GYN_Master | Obgyn, Example01 | 07/28/2010 02:46 PM |
| GYN_Master | Scenario, Discharge | 07/28/2010 02:33 PM |
| GYN_Master | Obgyn, Scenario1 | 07/28/2010 01:30 PM |
| GYN_Master | Scenario, Pessary | 07/28/2010 10:44 AM |
| GYN_Master | Scenario, Pessary | 07/28/2010 10:21 AM |
| GYN_Master | Quagmire, Felicia | 07/26/2010 11:40 PM |
| GYN_Master | Scenario, Pessary | 07/26/2010 01:45 PM |

Preview

Comments

22.17%

Font...

Add

PRETEND THIS IS A LAB REPORT.

The other major category of items in your PAQ will be test results. Some of these will be paper reports scanned in by office staff, such as this.

As above, you could simply sign it off by clicking **Accept**. But most often you'll want to address the result in some fashion on the chart, so click **Open**.

| | | |
|-------------|---------------------|---------------------|
| Order: Low | TEST, LABCORE | 06/17/2010 08:58 AM |
| Lab | Test, Alisa | 06/16/2010 10:29 AM |
| Order: Low | TEST, LABCORE | 06/14/2010 01:35 PM |
| Order: High | TEST, LABCORE | 06/14/2010 01:16 PM |
| Master_Im | Quagmire, Abigail A | 05/27/2010 05:46 PM |
| Order: High | TEST, LABCORE | 05/26/2010 01:57 PM |
| Order | Patient, Test T | 05/26/2010 01:22 PM |

Accept

Reject

To Do

ICS Image: Lab
Created: 06/16/2010 10:29 AM
by: Massey, Jessica
Modified: 06/16/2010 10:29 AM
by: Massey, Jessica

Font...

Add



05/03/2010 10:00 AM "Lab - 227" 1696 x 2200 - 1 BPP x

PRETEND THIS IS A LAB REPORT.

The result is displayed within the patient encounter. You can sign it off by using the handwriting icon, as discussed above. But to further document a response to this result, we'll use the Provider Test Action template. Click the Template module.

Lab - 227 TIF 1696 x 2200 (1BPP)

P... P... C...

New Lock

05/03/2010 10:00 AM

- Adult As...
- Adult Fin...
- Adult His...
- Adult Imr...
- Adult Off...
- Adult Pe...
- Diagnos...
- Em Histo...
- Master In...
- OB Gest...
- USA Ref...
- DxStudyl...
- Referral...
- referral_n...
- scan one...
- test 0512...
- test 0512...

Custom



05/03/2010 10:00 AM "Lab - 2

Select Template

Medical Records Demographics

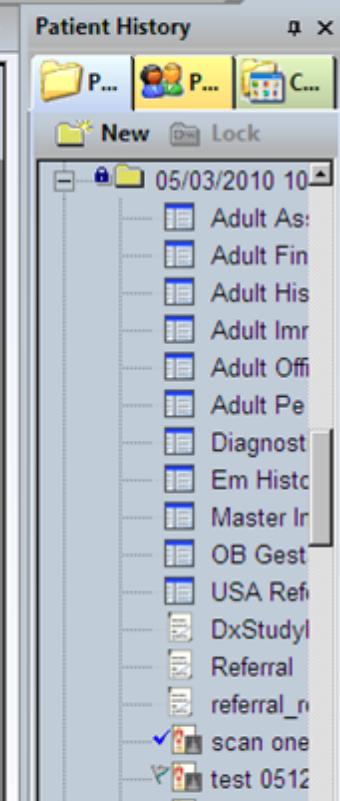
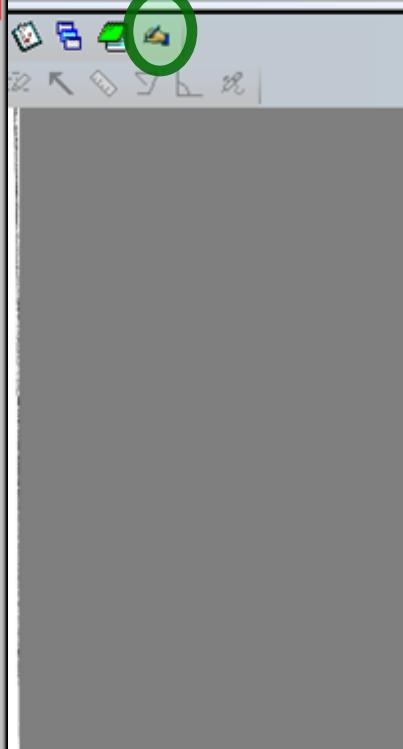
- Adult Office Visit
- Chart Abstraction
- Derm Home
- Master Im
- OB Gestational Age
- OBGYN - Home
- Peds Home
- PEDS Office Visit
- Preceptor
- Provider Test Action
- USA Telephone Call
- USAadult Finalize Ov

Show

 All
 PreferredCategories

From the popup, select **Provider Test Action**.

(This will be among the Preferred templates we will recommend as we set each provider's initial preferences.)



10/20/2010 10:08 AM : "Provider Test Action" x

Navigation



Appointment information

First office visit: 06/1/2010



Most recent office visit: 10/20/2010



Contact information

Home: (251) -

Work: () -

Pharmacy (preferred): Buy-Rite Drugs #10

Medications

| Medication | Description | Last Refilled |
|--------------------------------|---|---------------|
| Ambien CR 12.5 mg Tab | take 1 tablet (12.5MG) by ORAL route every day at bedtime | // |
| Protonix 20 mg Tab | take 2 tablet (40MG) by ORAL route every day | // |
| Zyrtec-D 5 mg-120 mg 12 hr Tab | take 1 tablet by ORAL route every 12 hours | // |

Type a response to the test.

You can also use the checkboxes and lines below.

2. Action details/Notes

Potassium normal at 4.0. Tell her to continue current dose, and follow-up in 3 months.

3. To do

- Adjust medication
- Contact patient by phone
- Counsel patient
- Place new medication order
- Repeat test within

- Schedule appointment
- Send lab letter
- Send referral
- Send test results
- Other

Then click Save, or
Save and Task, if you
wish to send a task
to someone.



10/20/2010 10:08 AM : "Provider Test Action" x

Alert

Appointment information

First office visit: 06/1/2010 [Appointments](#)

Most recent office visit: 10/20/2010 [Alert](#)

Contact information

Home: (251) - Work: () -

Pharmacy (preferred): Buy-Rite Drugs #10

Medications

| Medication | Description | Last Refilled |
|--------------------------------|---|---------------|
| Ambien CR 12.5 mg Tab | take 1 tablet (12.5MG) by ORAL route every day at bedtime | / / |
| Protonix 20 mg Tab | take 2 tablet (40MG) by ORAL route every day | / / |
| Zyrtec-D 5 mg-120 mg 12 hr Tab | take 1 tablet by ORAL route every 12 hours | / / |

1. Select category

Diagnostic study Referrals Other reports Lab orders Lab results (view only) All orders Notes only

No results were found

2. Action details/Notes

Potassium normal at 4.0. Tell her to continue current dose, and follow-up in 3 months. [My Phrases](#) [Edit My Phrases](#) [Clear](#)

3. To do

| | |
|---|---|
| <input type="checkbox"/> Adjust medication | <input type="checkbox"/> Schedule appointment |
| <input type="checkbox"/> Contact patient by phone | <input type="checkbox"/> Send lab letter |
| <input type="checkbox"/> Counsel patient | <input type="checkbox"/> Send referral |
| <input type="checkbox"/> Place new medication order | <input type="checkbox"/> Send test result(s) |
| <input type="checkbox"/> Repeat test within | <input type="checkbox"/> Other |

[Test Action](#) [Labs](#) [Document Library](#) [Save](#) [Save and Complete](#) [Save and Task](#) [Normal](#)

Next click Test Action to generate a brief document with these instructions.



USA FAMILY MEDICINE

DUFFY, ROBERT LAMAR MD



05/03/2010 10:00 AM : "Provider Test Action" 05/03/2010 10:00 AM : Document "Provider_Test_Action" X

HighEdit

Times New Roman 10 11 12 13 14 15 16 17 18

B I U ABE x² x₂ = = T

Document Name: Provider Test Action
Patient Name: Janna Test
Practice: USA FAMILY MEDICINE
Current Provider: ROBERT LAMAR DUFFY MD
Encounter Date: 05/03/2010 10:00 AM
Primary Care Physician:

Lab Results

Notes:
Category/Notes
Lab Potassium normal at 4.0. Tell her to continue current dose, and follow-up in 3 months.

Page 1/1 Line 1 Col 1

P... P... C...

New Lock

05/03/2010 10:00 AM

- Adult As...
- Adult Fin...
- Adult His...
- Adult Imr...
- Adult Off...
- Adult Pe...
- Diagnos...
- Em Histo...
- Master In...
- OB Gest...
- USA Refi...
- DxStudyl...
- Referral...
- referral_n...
- scan one...
- test 0512...
- test 0512...
- Lab - 227...
- Double...

Custom



10/20/2010 10:08 AM : "Provider Test Action" x

Navigation

Tracking Tasks

Intake History Summary SOAP Finalize OV Checkout Protocols

Record Vital Signs Order Management Allergies Immunizations Past Medical Hx Family History Social History Tobacco Cessation Problem List Disease Mgmt Procedures Tuberculin Skin Test Document Library

Nutrition Anticoagulation

Preview Offline

To Do

Date Due: 06/11/2010 Priority: 10/20/2010 Normal

Subject: Work: (Buy-Rite Drug Referrals

Category: Message: Please call her & let her know about K result.

Save and Close Cancel

Medications Vitals Allergies

Prescription Last Refilled
Take 1 tablet (12.5MG) by ORAL //
Take every day at bedtime
Take 2 tablet (40MG) by ORAL route //
Take 1 tablet by ORAL route every day
hours

All orders Notes only

If you didn't send a task earlier, you can still one using the Tasking button on the Nav Bar. Type your message, then click Save and Close.

Send lab letter Send referral Send test result(s) Other

Labs Document Library Save Save and Complete Save and Task Norm Page Down

10/20/2010 10:08 AM : "Provider Test Action" x

Navigation

Intake History Summary SOAP Finalize OV Checkout Protocols

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Nutrition Anticoagulation

Tracking Tasking

Medications

Attach Patient's Document

OK Cancel

No Attachment This Template Template Document Image ICS Image

Medications Vitals Allergies

Medications Description Last Refilled

take 1 tablet (12.5MG) by ORAL route, every day at bedtime //

Templates

OK Cancel

Provider Test Action

Telephone Call Procedures Intake - OV Summary - OV Histories - OV SOAP - OV Protocols

10/20/2010 10:08 AM

10/19/2010 01:34 PM

10/18/2010 03:40 PM

10/15/2010 00:50 PM

My Phrases Edit My Phrases Clear

Attach the Provider Test Action template.

Schedule appointment Send lab letter Send referral Send test result(s) Other

Labs Document Library Save Save and Complete Save and Task Normal Page Down

Navigation

Intake History Summary SOAP Finalize OV Checkout Protocols

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Nutrition Anticoagulation

Available Users / Workgroups:

- FMC Attending Team (Attending Team)
- FMC Attendings (Physicians)
- FMC Blue Team (Blue Team e-Rx R...
- FMC Front Office (Front Office)
- FMC Green Team (Green Team e-Rx R...
- FMC Medical Records (Medical Rec...
- FMC Momcare Case Worker (Social...
- FMC Nursing (Nurses)

Task Recipients:

| Name | Type |
|------------------|------|
| Anderson, Brenda | User |

Add User(s) Add Group(s) Remove Clear

New Group Delete Modify OK Cancel

Choose your recipient and finish sending the task.

| DUFFY, ROBERT LAMAR MD | | |
|------------------------|----------------------|---------------------|
| Description | Patient | Date-Time |
| OB_Master | Quagmire, Debra D | 09/08/2010 04:44 PM |
| OB_Master | Mullins, Maddie | 09/02/2010 02:37 PM |
| OB_Master | GAFFORD, EXA... | 09/01/2010 03:27 PM |
| OB_Master | Quagmire, Debra D | 09/01/2010 02:39 PM |
| OB_Master | Scenario, Routine... | 09/01/2010 12:20 PM |
| OB_Master | Quagmire, Decem... | 09/01/2010 12:19 PM |
| OB_Master | GAFFORD, EXA... | 09/01/2010 12:19 PM |
| OB_Master | GAFFORD, EXA... | 09/01/2010 11:28 AM |
| GYN_Master | GAFFORD, LESLIE | 08/31/2010 12:32 PM |
| FreeText | Quagmire, Quincy Q | 08/29/2010 08:47 PM |
| FreeText | Quagmire, Ann A | 08/27/2010 12:07 PM |
| FreeText | DuffyRL_Example... | 08/27/2010 11:40 AM |

| Comments | |
|-------------|---|
| Panel Name | Amylase, Serum |
| Status | F |
| Comments | SRC:Blood venous Patient was very dehydrated Performed At: EDIWK, EDI Testing Lab 555 Anywhere Street, Anywhere, NC, 272150000 Testing, Pathologist, MD, Phone: 3365550001 |
| Result Name | Amylase, Serum |
| Value | 86 |
| Comments | |
| | |

Eventually we'll be able to receive lab results from LabCorp directly into the PAQ, enabling the capture of results as discrete data. These can be signed off and acted upon in any of the manners demonstrated above.

| | | |
|-------|---------------|---------------------|
| Order | TEST, MOM | 08/25/2010 08:19 AM |
| Order | TEST, LISA | 08/24/2010 02:22 PM |
| Order | TEST, MATT | 08/24/2010 02:22 PM |
| Order | TEST, DEE DEE | 08/24/2010 02:22 PM |

Unfortunately, as of this writing, the LabCorp interface is not operational.

Order

Created: 08/24/2010 10:10 AM
by: Mullins, Debbie
Modified: 08/24/2010 02:22 PM
by: Interface, Rosetta



Signoff Queue - [DUFFY, ROBERT LAMAR MD]

Occasionally, you might receive something in your PAQ that you realize actually belongs to another provider.

When this occurs, click the **Reassign** button, and choose the correct recipient from the ensuing popup.

Accept

✗ Reject

 To Do

Order: Very High
Created: 08/23/2010 03:27 PM
by: Mullins, Debbie
Modified: 08/24/2010 10:10 AM
by: Interface Rosetta

Open

 [Reassign](#)

Options

Preview Comments

| | |
|--------------------|---|
| Panel Name | CBC With Differential/Platelet |
| Status | F |
| Comments | SRC:Blood venous Performed At: EDIWK, EDI Testing Lab 555 Anywhere Street, Anywhere, NC, 272150000 Testing, Pathologist, MD, Phone: 3365550001 |
| Result Name | Baso (Absolute) |
| Value | 1.7 |
| Comments | |
| Result Name | Basos |
| Value | 2 |

Reassign PAQ Item

Select a Provider:

| Name |
|----------------------------|
| ATKINSON, TANGELA C MD |
| BERGER, LORETTA MD |
| BROOKSHIRE, STEPHANIE D MD |
| Brown, Sarah MD |
| COX, JEFFREY LAYNE MD |
| DELP, WILLIAM DONOVAN MD |
| Gaffney, Jacquelyn MD |
| GRIFFIN, JENNIFER K MD |
| Jacobs, Tracy MD |
| Khan, Ashraf MD |
| KIRKLAND, CHARLES II MD |
| LINDER, MICHAEL M MD |
| LIU, GERALD MD |
| McFaden, Thomas MD |

0

Cancer

A Font..

Add



Signoff Queue - [DUFFY, ROBERT LAMAR MD]

| | | |
|------------------------|----------|-----------|
| Pending | Rejected | History |
| DUFFY, ROBERT LAMAR MD | | |
| Description | Patient | Date-Time |

| | |
|---------|----------|
| Preview | Comments |
|---------|----------|

There may be times when you wish to review items you've addressed in the PAQ. To do this, click the **History** tab.

Select among the available search options, then click the **Search** button.

Display: Accepted Rejected Reassigned

Items: Documents Images Notes ICS Orders HIS

By: Duffy, Robert L All Others

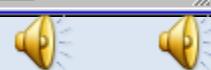
When

During the Previous Day(s)

between and

Accept Reject To Do

Provider: DUFFY, ROBERT LAMAR MD
Accepted: 0 items
Rejected: 0 items
Reassigned: 0 items



Signoff Queue - [DUFFY, ROBERT LAMAR MD]

| | Description | Patient | Date-Time |
|-------------------------------------|------------------------|-----------------|---------------------|
| <input checked="" type="checkbox"/> | Lab - 227 | Test, Janna | 09/08/2010 04:59 PM |
| <input checked="" type="checkbox"/> | Order: Abnormal | TEST, MATT | 09/08/2010 05:55 PM |
| <input checked="" type="checkbox"/> | anticoagulation_master | Quagmire, Nigel | 09/08/2010 05:56 PM |

Display: Accepted Rejected Reassigned

Items: Documents Images Notes ICS Orders HIE

By: Duffy, Robert L All Others

When

During the Previous Day(s)

Clear

Between and

Search

Accept

Reject

To Do

Document: anticoagulation_master
Sign Off Status: Accepted
Accepted: 08/21/2010 04:06 PM
by: Duffy, Robert L

Open

Reassign

Options

Preview Comments



USA FAMILY MEDICINE

1304 SPRINGHILL AVE STE 800

BIRMINGHAM, AL 36273

The items meeting your search criteria will appear.

Nigel Quagmire
02/01/1961

Indications for therapy

Phlebitis and thrombophlebitis of lower extremities, unspecified

Therapy was started on 07/25/2010. It is expected to continue 6 months.

Comments: D/W Dr. Duffy. Go to 2.5 MWF, 5 TTThSS. Recheck INR 3 days.

Vital signs this encounter

Date Ht Ft Ht In Wt Lb RMI BP Res Pulse Temp Talk

Page 1/2 Line 1 Col 1

Font...

Add

This concludes the
NextGen PAQ demonstration.

Why do they lock gas station bathrooms?

Are they worried someone will clean them?