

## Community Health Record Tip Sheet

HHIE Website URL: <https://www.hawaiihie.org>

Health eNet Portal URL: <https://chr.healthnet.org/ProAccess/login>

HHIE Training Video: <https://www.youtube.com/watch?v=NabdwsRpZKM>

### 1) Patient Search

- Use the patient search bar to locate your patients by name and/or date of birth.
- For a more specific search, use the advanced search feature to you more than one patient identifier such as name and date of birth.
- The advanced search is especially helpful for hyphenated and names with okinas

### 2) Access Additional Records

- “No records to display” does NOT mean no results available. Access to records is based on the user’s role and association with the patient.
- Providers are automatically associated with patients when they order tests, are cc’d on results or write notes in the hospital.
- All users are required to select the reason for completing an expanded search from the drop-down box.

### 3) Encounters

Contains two parts 1) Problem List and 2) Encounter History

Problem List

- Displays all problems identified on each source ADT and corresponding ICD-10 Codes.
- “No records to display” means no data was sent by the data contributors. It does NOT mean the patient has no problems.

Encounter History

- Displays a history of all the encounters the patient has had with the CHR data contributors since the contributor started sending data.
- You can click on the encounter to see studies completed during visit (except HPH and Maui Health Systems encounters).
- VA/DOD and Kaiser Permanente currently do not share encounter data through an ADT.

### 4) Results Tab

- Able to view results of “Final” status/electronically signed notes.
- Results are filterable by check box or search box.

Specific Results include:

- Transcription Reports (varies by sending facility) – History and Physicals, Discharge Summaries, ED Provider Notes, Consult Notes, Procedure Notes, Operative Reports, Hospitalist Progress Note, Orthopedic Progress Note, etc.
  - **Queen’s Health Systems, Castle Medical Center, HHSC East (Hilo Benioff Medical Center) and (HHSC West) Kona Medical Center and Kohala**
  - **Elation EHR** currently shares limited provider notes.
  - **Queen’s Health Systems and Kona Community Hospital** display a **downloadable PDF link for transcription reports**

- Lab Results
  - **Queen's Labs** labeled as DLS
  - **HPH Labs** are now in the Results tab
  - **Maui Health Systems Labs** labeled as Clinical Labs
  - **Data Gap:** Hilo Medical Center (labs) You can find some of the labs in the Transcribed reports
- Pathology Reports
  - **HPH Path** are now in Results tab
  - **PPPL and HPL**
- Radiology Imaging Reports
  - Queens, HHSC East, HHSC West, Castle, Hawaii Diagnostic Radiology
- Cardiac Studies – EKG, ECHO, Stress Test
  - HHSC East EKG and Echo reports are labeled RAD

#### 5) Medication Tab

- The medication feature is used for viewing allergies reported by the patient within the data provided, medication fill history over past 12 months in the US, and medication alerts such as non-compliance.
- If you plan to run a medication history query for a patient, HHIE recommends that users do so first as it can take 1-3 minutes to complete.
- Users can navigate away from the medication query page while it runs and even look up another patient while the query continues running.
- Medication queries provide 12 months of medication history across the United States.
- A single patient can only be queried once every 24 hours.

#### 6) Documents Tab– Continuity of Care Documents

- The 'Find External Documents' button will create a query to receive a Continuity of Care Document (CCD) that may be available on-demand from the following data sources: **Hawaii Pacific Health, Veterans Administration/Department of Defense, Maui Health Systems, HHSC Kauai, and Kaiser Permanente.**
- **Molokai CHC and Rehab Hospital of the Pacific will be pushed into the Documents tab and a query is not necessary.**

#### 7) Profile and Face Sheets

- This tab provides access to both patient Demographics and exportable Face Sheets
- Face Sheets contain basic information about the patient encounters and provide easy recognition of how, where, and why the patient has accessed care. They can be downloaded and attached to the user's EHR or printed.