

SENDING OUT CODING QUERY TO PHYSICIANS

FOLLOW THE STEPS TO SEND A CODING QUERY ON POWERCHART

1. Open the Task queue application \rightarrow Select your queue \rightarrow Select Location

ProFile: Task Queue					
Task View Help					
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Filtere: Undate Date: All Dates / Comr	lete / In Process / Pen	ding / Opened / ()n Hold		
Thers. Opuale Date. An Dates / Comp	nete / in rocess / ren	ing / Opened / C	n noid		
Name	MRN	Task Status	Task Type	Reason	User
SYSTEMTEST, HIMTWO ZZZ	11000701	Pending	HIM Coding - IP SCS		SYSTEM, SYSTEM Ce
ZZTEST, CUTOVEREXPIRED	11054772	Pending	HIM Coding - IP SCS		SYSTEM, SYSTEM Ce
HIMFOURTYFIVE, ANYTEST ZZZ	11001808	Pending	HIM Coding - IP SCS		SYSTEM, SYSTEM Ce
ZZTEST, CHANTALLE	11000133	Pending	HIM Coding - IP SCS		SYSTEM, SYSTEM Ce
HDSREHAB, DEMOONE	11054737	Pending	HIM Coding - IP SCS		SYSTEM, SYSTEM Ce
ZZPHRSTEST, STEVEN GEORGE	11054682	Pending	HIM Coding - IP SCS		SYSTEM, SYSTEM Ce
SYSTEMTESTTWO, IPACADMINFOUR	11054097	Pending	HIM Coding - IP SCS		SYSTEM, SYSTEM Ce
WTISTEST, CTHREE	11017458	Pending	HIM Coding - IP SCS		SYSTEM, SYSTEM Ce
ZZTEST, JASPER	11000525	Pending	HIM Coding - IP SCS		SYSTEM, SYSTEM Ce
ZZTEST, UNDOEDTOINPT	11054084	Pending	HIM Coding - IP SCS		SYSTEM, SYSTEM Ce
ZZTEST, CHANTALLE	11000133	Pending	HIM Coding - IP SCS		SYSTEM, SYSTEM Ce
ZZTEST, INPTCUTOVER	11054706	Pending	HIM Coding - IP SCS		SYSTEM, SYSTEM Ce
ZZTESTGELLAR, SARAH MICHELLE	11001896	Pending	HIM Coding - IP SCS		SYSTEM, SYSTEM Ce
TESTMH, ED KYIP	11054152	Pending	HIM Coding - IP SCS		SYSTEM, SYSTEM Ce
PHARMTEST, FIVE	11054533	Pending	HIM Coding - IP SCS		SYSTEM, SYSTEM Ce
ZZTEST, INPTCUTOVER	11054706	Pending	HIM Coding - IP SCS		SYSTEM, SYSTEM Ce
IKARI, SHINJI	11054515	Pending	HIM Coding - IP SCS		SYSTEM, SYSTEM Ce
TESTOP, ENDO	11054712	Pending	HIM Coding - IP SCS		SYSTEM, SYSTEM Ce
SYSTEMTEST, TGLNTEST	11002845	Pending	HIM Coding - IP SCS		SYSTEM, SYSTEM Ce
SYSTEMTEST, NB FEMALE TGLNTEST	11002847	Pending	HIM Coding - IP SCS		SYSTEM, SYSTEM Ce
WTISTEST, CONE	11002999	Pending	HIM Coding - IP SCS		SYSTEM, SYSTEM Ce
TEST, VICTORIA	11053444	Pending	HIM Coding - IP SCS		SYSTEM, SYSTEM Ce
ZZTEST, NB TESTING QUICK TO FULL	11000905	Pending	HIM Coding - IP SCS		SYSTEM, SYSTEM Ce

2. Click open the task and open Powerchart from top toolbar

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Patier	t: ZZTEST, CHANTAL	Birth date:	1990-Oct-18	Sex:	Female					
MR	N: 11000133	Age:	34 Years	SSN:						
FIN numbe	er: 22-006356		2024-Oct-30		2024-Oct-31	Patient type: In	patient			
Facili	y: St. Catharines Site		Kalchman, Marc Jor	n Discharge disposition:	Home					
Paye	C Ontario Health Insura		1			Coding status Di	raft			
Second pays	Commercial Insurance		\$0.00							
Visit Ac	lmit Date Discharge Group	er Type HAC Cod	le Description	MDC Co M	IDC Description	Weight Reimb Payl	Rate Pay Stat AM	ALOS GMLOS Se	everity Risk of Morta	líty
<i>i</i> 20	24-Oct 2024-Oct									

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3. Go to Notes and Select 'Add'



4. Select Document Type as 'Coding Query'





5. Click on Insert template

Add Do	ocument: ZZTEST	, CHANTALLE	- 11000133	3							
*Type:	Coding Query			~	*Author:	Malik, Mayank	:				
*Date:	07/Nov/2024	÷ ~ 09	26	EST	Status:	In Progress					
Subject:											
Associate	ed Providers:	Modify									
Patient L	evel Document:										
*Editor:											
Arial		~ 10	~ 🤫	ৰ্ ব্	, X 🖻 💼	🐃 в 🗉	ΙS	📥 🔤 🕸	Ø		
								Insert Terr	nplate		

6. Select the correct template from the Associated or All Templates pane and click Insert on bottom

P Template Selection			\times
Associated templates			
CQ - Resp Infection vs. COPD			~
CQ - Sepsis localized vs systemic			
CQ - Spinal Stenosis			
CQ - Uncontrolled Diabetes			
CQ - Unspecified Pneumonia			
CQ - Urosepsis			
CQ - VAP query			
CQ- ALC			~
All existing templates			
CQ - Bacteremia vs Sepsis			~
CQ - Bipolar vs. Unipolar Total Hip Attribute			
CQ - Borderline Diabetes			
CQ - Clarification			
CQ - Coding Query for Physicians			
CQ - Culture Positive Result			
CQ - Debridement Depth			
CQ - Delirium vs. Confusion			~
Insert:			
Template selected will be inserted at the location of the cursor.			_
Append:			
Template selected will be inserted at the end of the document.			
Replace:			
Template selected will replace all unsigned text.			
Insert Append Rep	lace	Cano	el:







- 7. After selecting the template
 - a. Enter your query details

b. For multiple choices, Please enter an "X" in the brackets and change font colour to red using the Font Colour option on the toolbar (Painter's Palette icon) and "**B**" for Bold

- c. Enter your name in the area assigned at the bottom
- d. Always use the Sign at the bottom to complete the coding query process.

	P Add Document: ZZTEST, CHANTALLE - 11000133	-		×
ili ek	*Type: Coding Query *Author: Malik, Mayank			
	*Date: 07/Nov/2024 • 1213 • EST Status: In Progress			
	Subject: Coding Query			
	Associated Providers: Modify			
	Patient Level Document:			
d.	*Editor:			
1				
1				
1	incomplete Documentation			
	We are striving to improve the quality and accuracy of documentation within the patient's charts, which can potentially affect			
	our funding, or impact a performance indicator. This chart is being returned to you for further clarification.			
	To improve data quality and documentation, please see incomplete element(s) indicated below and complete an addendum to the original document.			
	Please address the following incomplete element(s):			
7	(_X_) Most responsible diagnosis			
	() Complications / Post Comptilaties			
	() Service interruption start and end dates			
	() Reason for: ()Transfer to Acute Care			
	()Service Interruption ()Extended Length of Stay			
	()Alternate Level of Care			
	() Other			
	Thank you very much.			
	If you have any questions, please contact:			
7	ILESI CODER			
				~
	Sign Save Save	& Close	Ca	ncel







8. Go back to task queues \rightarrow Right click on task \rightarrow Add Note (if required)

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HIMFOURTYFIVE	ANYTEST ZZZ	110	01808		C	nHold	HIM	Codina - IP	SCS S	can Rec - Misc	ellaneous Hold		Malik, M
ZZTEST, CHANTA	LLE	110	00133		C	nHold	HIM	Codina - IP	SCS C	odina - Receive	d Codina Quer	/	SYSTEM
SYSTEMTEST, H	IMONE ZZZ	110	00052		C	nHold	HIM	Codina - IP	scs c	oding - Manage	er Review		SYSTEM
ZZTEST, MOM		110	00087		C	nHold	HIM	Coding - IP	scs c	oding - Manage	er Review		SYSTEM
SYSTEMTEST, H	IMONE ZZZ	110	01205		C	nHold	HIM	Coding - IP	scs c	oding - Manage	er Review		NHS Te
SYSTEMTEST, M	HAFIFTYONE	110	01187		C	nHold	HIM	Coding - IP	scs c	oding - Manage	er Review		NHS Te
ZZTEST, BECKY		110	00132		C	nHold	HIM	Coding - IP	scs c	oding - Manage	er Review		Cerner 1
ZZTEST, ALICE		110	00111		C	nHold	HIM	Coding - IP	SCS C	oding - Manage	er Review		Cerner 1
ZTEST, KERRI		110	00283		C	pened	HIM	Coding - IP	SCS				Malik, N
SYSTEMTEST, H	IMTWO ZZZ	110	00701		P	ending	HIM	Coding - IP	SCS				SYSTEM
ZZTEST, CUTOVE	REXPIRED	110	54772		P	ending	HIM	Coding - IP	SCS				SYSTEM
HIMFOURTYFIVE	, ANYTEST ZZZ	110	01808		P	ending	HIM	Coding - IP	SCS				SYSTEM
HDSREHAB, DEM	NOONE	110	54737		P	ending	HIM	Coding - IP	SCS				SYSTEM
ZZPHRSTEST, ST	FEVEN GEORGE	110	54682		P	ending	HIM	Coding - IP	SCS				SYSTEM
ZZTEST, JASPER		110	00525		P	ending	HIM	Coding - IP	SCS				SYSTEM
WTISTEST, CTHR	REE	110	17458		P	ending	HIM	Coding - IP	SCS				SYSTEM
ZZTEST, UNDOE	DTOINPT	110	54084		P	ending	HIM	Coding - IP	SCS				SYSTEM
SYSTEMTESTTW	O, IPACADMINFOUR	110	54097		P	ending	HIM	Coding - IP	SCS				SYSTEM
ZZTEST, CHANTA	ULE	110	00133		P	ending	HIM	Coding - IP	SCS				SYSTEM
ZZTESTGEL	Open		01896		P	ending	HIM	Coding - IP	SCS				SYSTEM
TESTMH, EL	Complete		54152		P	ending	HIM	Coding - IP	SCS				SYSTEM
PHARMTES	Parracia		54533		P	ending	HIM	Coding - IP	SCS				SYSTEM
ZZTEST, INF	-		54706		P	ending	HIM	Coding - IP	SCS				SYSTEM
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ady	Pending			C3076	MALMA	Y 07/Nov/20	024 11:42	Total: 526	Complete: 20	In process: 0	Pending: 496	On hold: 8	Opened: a
ive Record	Create Additional Task			· · · ·	1-1-1-	oripication	13 /1 030	Comorbio	ditteo				
	Transfer		nne			tervention /	procedu	res	nd dates				
					() S	ervice Inter	rupuon s	and and e	nu dates				

9. Write the required note \rightarrow save it from the Save icon on the toolbar

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Task View Help							
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Name	MF	ta 🔲 💥 🖓 👘					
HIMFOURTYFIVE, ANYTEST ZZZ	11		10.000				ec - Miscellaneous Hold
ZZTEST, CHANTALLE	11	Notes for HIM Coding	- IP SCS task:	Contents:			- Received Coding Quer
SYSTEMTEST, HIMONE ZZZ	11	Save New Note	:	CQ Sent			- Manager Review
ZZTEST, MOM	11						- Manager Review
SYSTEMTEST, HIMONE ZZZ	11						- Manager Review
SYSTEMTEST, MHAFIFTYONE	11						- Manager Review
ZZTEST, BECKY	11						- Manager Review
ZZTEST, ALICE	11						- Manager Review
ZZTEST, KERRI	11						
SYSTEMTEST, HIMTWO ZZZ	11						
ZZTEST, CUTOVEREXPIRED	11						
HIMFOURTYFIVE, ANYTEST ZZZ	11						
HDSREHAB, DEMOONE	11						
ZZPHRSTEST, STEVEN GEORGE	11						
ZZTEST, JASPER	11						1
WTISTEST, CTHREE	11	Permanent note					
ZZTEST, UNDOEDTOINPT	11	Print on deficiency	slip				
SYSTEMTESTTWO, IPACADMINFOUR	11	Author					
ZZTEST, CHANTALLE	110	000133	Pending	HIM Codi	ng - IP SCS		
ZZTESTGELLAR, SARAH MICHELLE	110	001896	Pending	HIM Codi	ng - IP SCS		

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10. Final step is to right-click and \rightarrow Pass \rightarrow Waiting for Coding Query

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ZZTEST, CHANTALLE	11000133		Pending	HIM Coding - IP SCS		SYSTEM
ZZTESTGELLAR, SARAH MIC	Open		Pending	HIM Coding - IP SCS		SYSTEM
TESTMH, ED KYIP	Complete	_	Pending	HIM Coding - IP SCS		SYSTEM
PHARMTEST, FIVE			Pending	HIM Coding - IP SCS		SYSTEM
ZZTEST, INPTCUTOVER	Remove	_	Pending	HIM Coding - IP SCS		SYSTEN V
<	Pass					>
Ready	Pending	MAL	MAY 07/Nov/2024	11:01 Total: 526 Complete:	20 In process: 0 Pending: 496	On hold: 8 Opened: 2
	Create Additional Task					1
	Transfer					
	Notes +					
	Task Details		. 💊	<u></u>		

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Name	MRN	Task Status	Task Type		Reason	Us
HIMFOURTYFIVE, ANYTEST ZZZ	11001808	OnHold	HIM Coding - I	P SCS	Scan Rec - Miscellaneous Hold	M
ZZTEST, CHANTALLE	11000133	OnHold	HIM Coding - I	P SCS	Coding - Received Coding Query	S
SYSTEMTEST, HIMONE ZZZ	11000052	OnHold	HIM Coding - I	P SCS	Coding - Manager Review	S
ZZTEST, MOM	11000087	OnHold	HIM Coding - I	P SCS	Coding - Manager Review	S
SYSTEMTEST, HIMONE ZZZ	11001205		· · · · · · · · · · · · · · · ·	SCS	Coding - Manager Review	N
SYSTEMTEST, MHAFIFTYONE	11001187	Pass On Task	×	SCS	Coding - Manager Review	N
ZZTEST, BECKY	11000132			SCS	Coding - Manager Review	Ce
ZZTEST, ALICE	11000111		~	SCS	Coding - Manager Review	Ce
ZZTEST, KERRI	11000283	Doc Correction - On	Hold ^	SCS		M
SYSTEMTEST, HIMTWO ZZZ	11000701	Scan Rec - Miscellar	ting for User	SCS		S
ZZTEST, CUTOVEREXPIRED	11054772	Coding - Manager R	eview	SCS		S
HIMFOURTYFIVE, ANYTEST ZZZ	11001808	Coding - Training Re	view	SCS		S
HDSREHAB, DEMOONE	11054737	Coding - Waiting for	Coding Query	PSCS		S
ZZPHRSTEST, STEVEN GEORGE	11054682	Coding - Waiting for	Consultation No	PSCS		S
ZZTEST, JASPER	11000525	Pending	HIM Coding - I	PISCS		S
WTISTEST, CTHREE	11017458	Pending	HIM Coding - I	P SCS		S
ZZTEST, UNDOEDTOINPT	11054084	Pending	HIM Coding - I	P SCS		S
SYSTEMTESTTWO, IPACADMINFOUR	11054097	Pending	HIM Coding - I	P SCS		S
ZZTEST, CHANTALLE	11000133	Pending	HIM Coding - I	P SCS		S
ZZTESTGELLAR, SARAH MICHELLE	11001896	Pending	HIM Coding - I	P SCS		S
TESTMH, ED KYIP	11054152	Pending	HIM Coding - I	P SCS		S
PHARMTEST, FIVE	11054533	Pending	HIM Coding - I	P SCS		S
ZZTEST, INPTCUTOVER	11054706	Pending	HIM Coding - I	P SCS		S
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