

### DEFICIENCY MANAGEMENT ANALYSIS – CLINICAL DOCUMENT CORRECTION

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#### DEFICIENCY MANAGEMENT ANALYSIS – CLINICAL DOCUMENT CORRECTION

The process involves identifying any incorrect documents in a patient’s chart that need to be marked as erroneous and replacing them with the correct patient document in the corresponding patient chart.

#### STEPS

1. Log in to Millennium using your authenticated credentials (username and password).
2. Select ‘Task Queue’ from AppBar

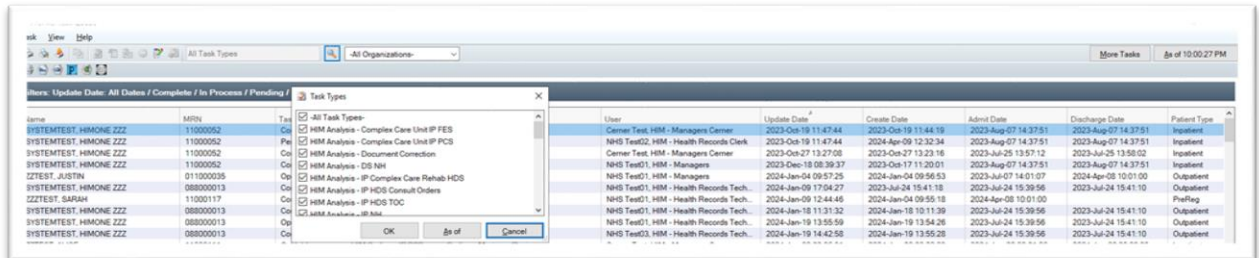


Click on Task Queue icon in Taskbar

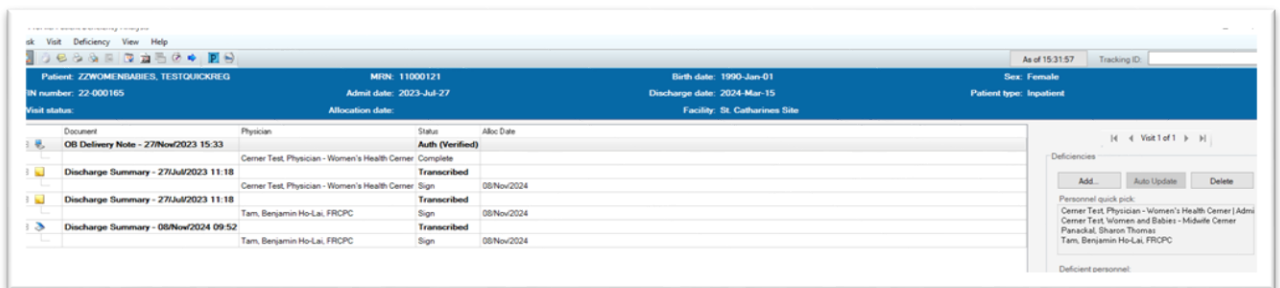
3. Task queue window opens, select the required task list by selecting
  - a. ‘Facility’ from the Facility/Organization dropdown list



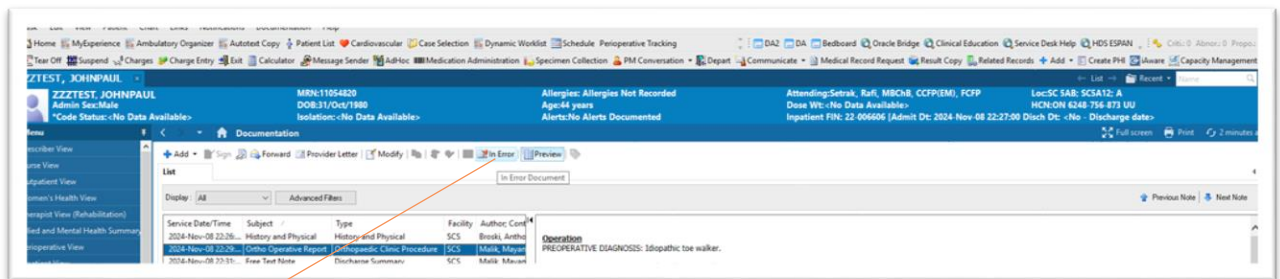
- b. 'Task Type' from the Task Type dropdown (Select the magnifying glass near task types dropdown and then select the required task type from the dropdown listed)



4. From the list of results generated, select the required patient record by double clicking on the patient record which opens the corresponding 'Patient Deficiency Analysis' window.



5. Go to Powerchart by selecting the Powerchart icon by clicking on 'Powerchart icon' from the toolbar of 'Patient Deficiency Analysis' window.
6. Click on Documentations tab from Powerchart, and select the required document to be marked as erroneous by selecting 'In Error' icon.



Click on 'In Error' to mark document as erroneous

Once a document is marked erroneous, it will still appear in Powerchart with an 'In Error Report', indicating that the document has been successfully marked as an error against the corresponding patient's profile.

