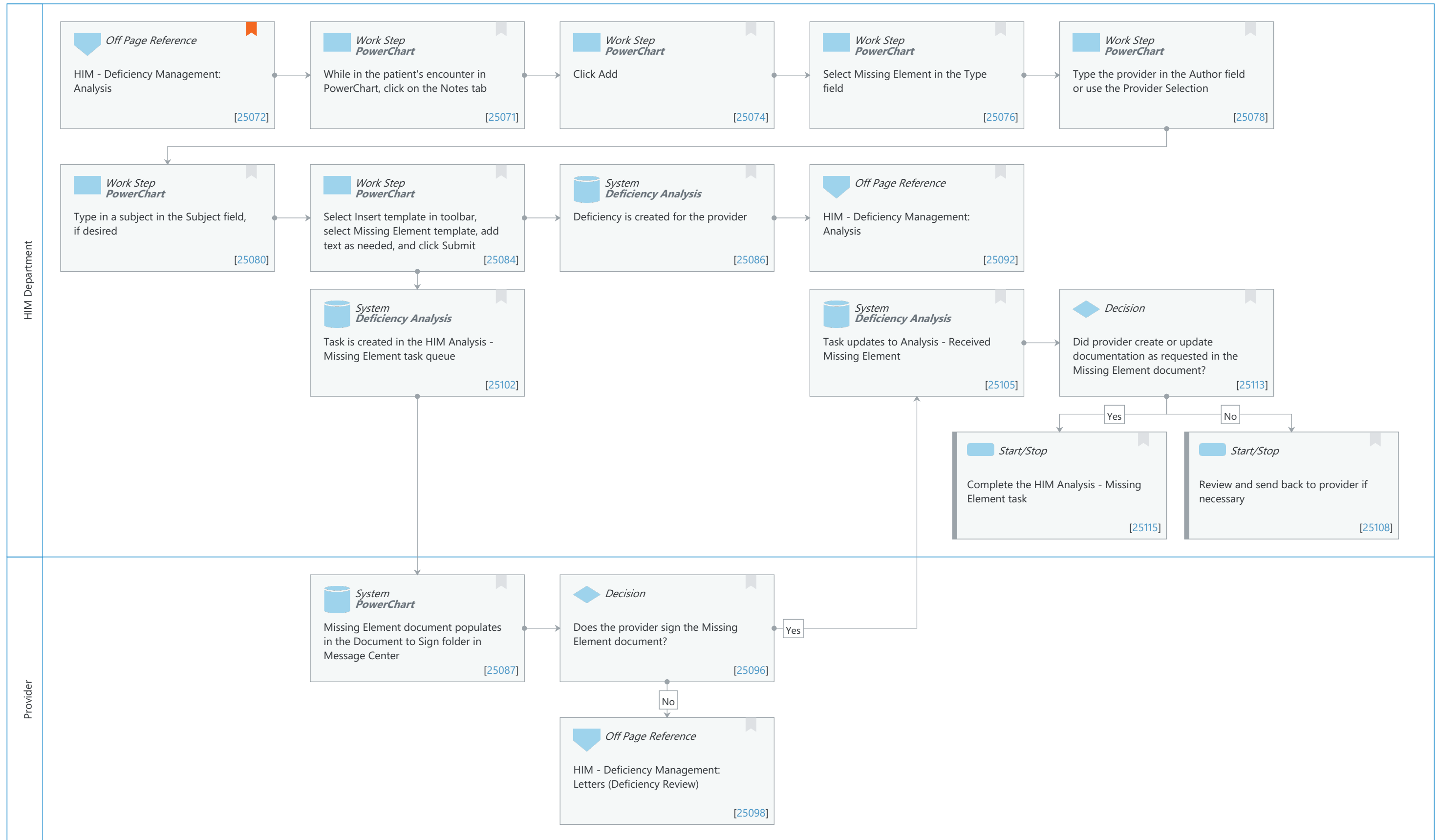


Future State: HIM - Deficiency Management: Analysis (Missing Elements)

Cerner Workflow ID: 10233 (v. 16.0)

Client Workflow ID: 494

Last updated by Debbie Begin, Nov 30, 2023 11:15am (UTC -4 hours)



## Future State: HIM - Deficiency Management: Analysis (Missing Elements)

Cerner Workflow ID: 10233 (v. 16.0) Client Workflow ID: 494

Last updated by Debbie Begin, Nov 30, 2023 11:15am (UTC -4 hours)

**Workflow Details:**

Workflow Name: HIM - Deficiency Management: Analysis (Missing Elements)

Workflow State: Future State

Workstream: Post-Discharge/Post-Visit

Venue: Acute Care

Emergency Medicine

Perioperative

Client Owner:

Cerner Owner:

Standard: Yes

Related Workflow(s):

Tags:

**Workflow Summary:**

Service Line:

Related Solution(s): Health Information Management

PowerChart

Project Name: Niagara Health System:OPT-0297674:NIAG\_CD Niagara HIS RFP

TestBuilder Script(s):

Cerner Workflow ID: 10233 (v. 16.0)

Client Workflow ID: 494

Workflow Notes: For the steps to configure and follow the workflow, see [Understand Missing Elements Workflow](#).

When a HIM specialist notices a missing element (for example, blanks in transcribed documents or missing information on a scanned document), they create Missing Element note in PowerChart and send the Missing Element note to the physician for completion. A Missing Element deficiency is automatically created for the physician, and a new task is created in the Missing Element task queue. After the physician signs the Missing Element note, the Missing Element deficiency is completed. The task in the Missing Element task queue is updated to an On Hold status with the pass reason Analysis - Received Missing Element.

This workflow provides a way to communicate missing elements to providers and to track that communication as a deficiency to ensure physicians are fulfilling the missing element, therefore ensuring the medical record is accurate and complete.

Introduced By: WS 2

## Future State: HIM - Deficiency Management: Analysis (Missing Elements)

Cerner Workflow ID: 10233 (v. 16.0) Client Workflow ID: 494

Last updated by Debbie Begin, Nov 30, 2023 11:15am (UTC -4 hours)

Validated By: WS 4

**Swim Lane:**

Role(s): HIM Department

Department(s): Health Information Management

Security Position(s): HIM - Specialist

**Off Page Reference** [25072]

Workflow Link: HIM - Deficiency Management: Analysis

Value Impact: Quality

**Work Step** [25071]

Description: While in the patient's encounter in PowerChart, click on the Notes tab

Method: PowerChart

**Work Step** [25074]

Description: Click Add

Method: PowerChart

**Work Step** [25076]

Description: Select Missing Element in the Type field

Method: PowerChart

**Work Step** [25078]

Description: Type the provider in the Author field or use the Provider Selection

Method: PowerChart

**Work Step** [25080]

Description: Type in a subject in the Subject field, if desired

Method: PowerChart

**Work Step** [25084]

Description: Select Insert template in toolbar, select Missing Element template, add text as needed, and click Submit

Method: PowerChart

**System** [25086]

Description: Deficiency is created for the provider

## Future State: HIM - Deficiency Management: Analysis (Missing Elements)

Cerner Workflow ID: 10233 (v. 16.0) Client Workflow ID: 494

Last updated by Debbie Begin, Nov 30, 2023 11:15am (UTC -4 hours)

Method: Deficiency Analysis

**Off Page Reference** [25092]

Workflow Link: HIM - Deficiency Management: Analysis

**System** [25102]

Description: Task is created in the HIM Analysis - Missing Element task queue

Method: Deficiency Analysis

**System** [25105]

Description: Task updates to Analysis - Received Missing Element

Method: Deficiency Analysis

**Decision** [25113]

Description: Did provider create or update documentation as requested in the Missing Element document?

**Start/Stop** [25115]

Description: Complete the HIM Analysis - Missing Element task

**Start/Stop** [25108]

Description: Review and send back to provider if necessary

**Swim Lane:**

Role(s): Provider

Department(s):

Security Position(s):

**System** [25087]

Description: Missing Element document populates in the Document to Sign folder in Message Center

Method: PowerChart

**Decision** [25096]

Description: Does the provider sign the Missing Element document?

**Off Page Reference** [25098]

Workflow Link: HIM - Deficiency Management: Letters (Deficiency Review)