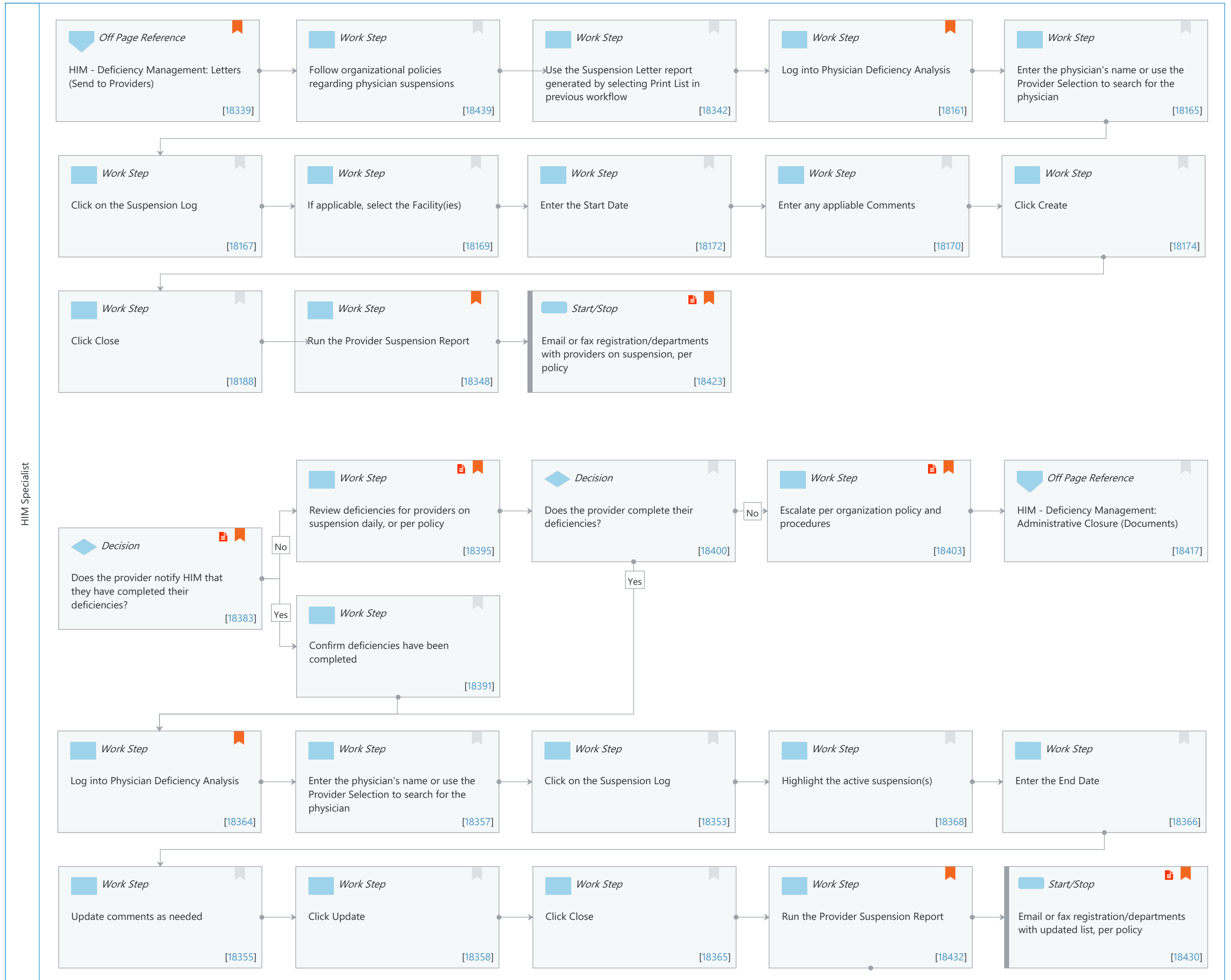


Future State: HIM - Deficiency Management: Letters (Suspension)

Cerner Workflow ID: 244 (v. 20.0)

Client Workflow ID: 502

Last updated by Shihab Joseph, Sep 29, 2023 3:39pm (UTC -4 hours)



HIM Specialist

Future State: HIM - Deficiency Management: Letters (Suspension)

Cerner Workflow ID: 244 (v. 20.0) Client Workflow ID: 502

Last updated by Shihab Joseph, Sep 29, 2023 3:39pm (UTC -4 hours)

Workflow Details:

Workflow Name: HIM - Deficiency Management: Letters (Suspension)

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

Project Name: Niagara Health System:OPT-0297674:NIAG_CD Niagara HIS RFP

TestBuilder Script(s):

Cerner Workflow ID: 244 (v. 20.0)

Client Workflow ID: 502

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

With the Letters (Suspension) workflow, physicians can be placed on suspension and removed from suspension once they complete their deficiencies. When integrated with Scheduling Management and Registration Management, a warning message is displayed if the selected physician is suspended. If the physician should be allowed to treat patients, an authorized person can override the warning. When using Revenue Cycle registration, no alert will be available. It is important to note that when a physician is removed from suspension in Physician Deficiency Analysis, the suspension remains active until midnight. If an organization does not suspend physicians based on their policies and procedures, HIM can still use the suspension log and suspension reports.

Introduced By: WS 2

Validated By: WS 4

Swim Lane:

Role(s): HIM Specialist

Future State: HIM - Deficiency Management: Letters (Suspension)

Cerner Workflow ID: 244 (v. 20.0) Client Workflow ID: 502

Last updated by Shihab Joseph, Sep 29, 2023 3:39pm (UTC -4 hours)

Department(s): Health Information Management
Security Position(s): HIM - Specialist

Off Page Reference [18339]

Workflow Link: HIM - Deficiency Management: Letters (Send to Providers)

Value Impact: Quality

Work Step [18439]

Description: Follow organizational policies regarding physician suspensions

Work Step [18342]

Description: Use the Suspension Letter report generated by selecting Print List in previous workflow

Work Step [18161]

Description: Log into Physician Deficiency Analysis

Comments: Application executable: himphysiciandeficiencyanalysis.exe

Work Step [18165]

Description: Enter the physician's name or use the Provider Selection to search for the physician

Work Step [18167]

Description: Click on the Suspension Log

Work Step [18169]

Description: If applicable, select the Facility(ies)

Work Step [18172]

Description: Enter the Start Date

Work Step [18170]

Description: Enter any applicable Comments

Work Step [18174]

Description: Click Create

Work Step [18188]

Description: Click Close

Future State: HIM - Deficiency Management: Letters (Suspension)

Cerner Workflow ID: 244 (v. 20.0) Client Workflow ID: 502

Last updated by Shihab Joseph, Sep 29, 2023 3:39pm (UTC -4 hours)

Work Step [18348]

Description: Run the Provider Suspension Report

Comments: The Provider Suspension Report can be accessed through Business Objects within the Discern Reporting Portal.

Start/Stop [18423]

Description: Email or fax registration/departments with providers on suspension, per policy

Step Impact: Policy/Procedure

Work Step [18395]

Description: Review deficiencies for providers on suspension daily, or per policy

Step Impact: Policy/Procedure

Decision [18400]

Description: Does the provider complete their deficiencies?

Work Step [18403]

Description: Escalate per organization policy and procedures

Step Impact: Policy/Procedure

Off Page Reference [18417]

Workflow Link: HIM - Deficiency Management: Administrative Closure (Documents)

Decision [18383]

Description: Does the provider notify HIM that they have completed their deficiencies?

Step Impact: Policy/Procedure

Work Step [18391]

Description: Confirm deficiencies have been completed

Work Step [18364]

Description: Log into Physician Deficiency Analysis

Comments: Application executable: himphysiciandeficiencyanalysis.exe

Work Step [18357]

Description: Enter the physician's name or use the Provider Selection to search for the physician

Future State: HIM - Deficiency Management: Letters (Suspension)

Cerner Workflow ID: 244 (v. 20.0) Client Workflow ID: 502

Last updated by Shihab Joseph, Sep 29, 2023 3:39pm (UTC -4 hours)

Work Step [18353]

Description: Click on the Suspension Log

Work Step [18368]

Description: Highlight the active suspension(s)

Work Step [18366]

Description: Enter the End Date

Work Step [18355]

Description: Update comments as needed

Work Step [18358]

Description: Click Update

Work Step [18365]

Description: Click Close

Work Step [18432]

Description: Run the Provider Suspension Report

Comments: The Provider Suspension Report can be accessed through Business Objects within the Discern Reporting Portal.

Start/Stop [18430]

Description: Email or fax registration/departments with updated list, per policy

Step Impact: Policy/Procedure