

PRESCRIBERS

The Care Team Lists' functionality will automatically populate with the medical services and teams the provider is assigned in the **Care Team Build Tool**. As a physician, you can add additional care team lists to view so you can display the patients associated with a list in **Prescriber Handoff**.



Add a Care Team List to Patient Overview

From the List drop-down, you can view and work with one or more Care Team lists and/or Patient Lists.

To add one or more Care Team lists to your drop-down:

- 1. Click drop-down next to List.
- 2. Click Care Team List.
- 3. If no Care Teams display, click Manage Care Team Lists to add.

NOTE: You will automatically be assigned to your medical service list, however, you will need to find your more specific medical service/Care Team List by following the steps above. **DO NOT USE** the medical service list only.

- 4. Select your Facility from the **Facility** drop-down.
- 5. Select the Care Team you want to view from the **Care Team List** drop-down.
- 6. Click Save





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The selected Care Team list displays with all of the patients assigned to the Care Team (if someone on your Care Team already added patients to your list.) If you are the first user to access the Care Teams List it will be blank.

ist: Cardiology (4) 🗸										Add Patient	Establish	Relationships	5=	Fil
Patient	Location	Illness Seve	Actions	Isolation	Labs	Mi	P	D	Discharge	D	A	Pri	C	
*ZZTEST, H 46 yrs F	HW1-A SC ED													
*ZZTEST, SURGTOI 36 F	SC 2AB	 Unstable 	2							1 - C. 2 - S.		Cardiol	1	
ZZTEST, MEG 44 yrs F	SC1B21-A SC 1BB									1 - C.		Cerner		
ZZPETTY, BARTHEL 25 M	221-03 2C BHC	Stable								1 - C. 2 - S.		Cerner		

NOTE: You can also assign a Care Team to a patient from the Care Team component in the Inpatient Workflow.

For the complete details on adding, modifying, list, please see the **Care Teams Complete Overview** Tip Sheet

Add a Patient to the Care Team from Prescriber Handoff

- 1. Open the Care Team list.
- 2. Click the Add Patient button.
- 3. Search for and select the patient/encounter.

Add Multiple Patients from a Care Team List to Another Care Team List - Using Row Selection

- 1. Click the **Row Selection** = button
- 2. Select the patients to be added to the Care Team.
- 3. Click the **Add to list** button.
- 4. Select the Care Team to which you wish to add patients.

Pati	ent Overview												💱 🕻 Full scre	ten 20	16 minu	tes ago
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Pa	tient Overview × +															≡•
List:	MSJ Providence Breast Centre Referral Triage (52)	~											Add Patient Establ	ish Relatio	onships 🔚 🚺	-
	Select all (52) 2 of 52 records selected												Add to list 3 nove	Prim	ary Contact Print	t ~
	Patient Information	^	New Results	Diagnoses	Illness Severity	Actions	Location	Primary Cont	Notifications	Visit	Diet	COVID	Add to list	×	Care Team	^
2	BSURG, MSJBREASTCLERKT 7.						MSJ Breast						custom			
2	*AMBSURG, MSJBREASTCLERKT 7 DOB: 24 OCT 1950						MSJ Breast						"SPH – No Care Team (S Pauls)	SPH St	Dingee, Carol Kat.	
	*AMBSURG, MSJBREASTNURSE 7. DOB: 24 OCT 1950						MSJ Breast						Perioperative (SPH St Pa	esiology uls) Paule)		
	*AMBTESTI, AMBTESTI AMBTES 8_ DOB: 29 JUL 2012						MSJ Breast						General Surgery (SPH St	Pauls)	4 stUser, Surgeo	
	*AMBTESTI, AMBTESTI AMBTES 8. DOB: 29 JUL 2012						MSJ Breast						Orthopedic Surgery (LGH Gate)	Lions		







Remove Multiple Patients from a Care Team list - Using the Row Selection button.

- 1. Click the **Row Selection** button.
- 2. Select the patients to be removed from the **Care Team**.
- 3. Click the **Remove** button.

Pa	atient Overview × +														Ξ.
List:	Cothoped: Surger(7) Add Patent: Establish Relations														
	Select al (7) 2 of 7 records velocidad Remove) [Primary Contract] [Primary Contract]														
2	Patient Information	^	New Results	Diagnoses	Illness Severity	Actions	Location	Primary Contact	Notifications	Visit	Diet	COVID	Medication His	Care Team	
8	BLOGGENS, HARLEY 43 yrs F DOB: 19 APR 1978			1 - Cholecystitis 2 - Hypertension	O Watch	1	PACU 1 Wait-08 LGH PACU 1			Lengt 21 month Admit 09 AUG	Multiple		V Medication Hist. Admission 1	Grafstein, Eric Jon.	
2	*CSTPET, ENDOCRINOLOGY 31 yrs F DOB: 02 JAN 1990						2EL-05 LGH 2E			Lengt 16 month Admit 20 JAN				TestPET, Anesthes	-
8	*CSTPET, ORTHO 41 yrs F DOB: 04 JAN 1980						ASC-45 LGH ASC			Lengt 16 month Admit 03 JAN				TestPET, Orthope.	-
171	CETTEETZERO COMPETCUT 4 H		011111111111111111111111111111111111111				NGM_NG07			Length of 12 m				TectOFT General	

Establishing a relationship

- 1. Click the **Row Selection** 🚈 button
- 2. Check the boxes next to the patient name to establish relationships.

Press	riber Handoff																🖶 Print 😔	23 minutes ago
A 1		• 4																
Pre	Precober Handoff × +																	
List:	Gastroenterology On Call SCS (2) 🗸															Add Patient Estat	blish Relationships	Filter
⊠ s	elect all (2) 2 of 2 records selected															Add to list Remove	Primary Cont	tact Print 🗸
	Patient	L.,	Н	II	Primary Contact	A	Diagnoses	C	C	Restraints	L	Labs	М	Diagnost	Pathelogy	Discharge	ALC	
Ø	*ZZTEST, H 46 yrs F	HW SC ED																
Ð	*ZZTEST, TRANSFE 34 F	SC	ON															

3. Click on the Establish Relationship button

Establish Relationships	Estal	blish Relationships	×
Relationship: Select a relationship Select Patients ZZTEST, H DOB: 08 AUG 1978 Sex: Female MRN: 11000108 FIN: 22-000053	* Rel * Sel Zi Submit Cancel	ationship: Select a relationship Consent Override sct Patients Consulting Physician ZZINA, MAC Peer Review DOB: 13 NOV Physician (Office/Clinic Only) Referring Physican Utilization Review	B358 La

- 4. Select Relationship Type
- 5. Click Submit

NOTE: For **acute physicians**, the most common relationships from this drop-down will be **Consulting Physician** and **Covering Physician**.

For clinic physicians, select Physician (Office/Clinic Only).



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CARE TEAMS OVERVIEW HOSPITAL INFORMATION SYSTEM (HIS)

Assigning Yourself as a Primary Contact for Patients on Care Team Lists

NOTE: Assigning yourself as a primary contact for patient's on Care Team lists ensures that the team knows the covering physician for the patient and provides information of who should be contacted if needed.

- ¥= button 1. Click the **Row Selection**
- 2. "Select all the patients for whom you want to assign yourself as the Primary Contact. After you have made selection, click on the **Primary Contact** button Primary Contact

List: General Internal Medicine 44 CTU (2) 🗸	Add Patient Establish Relation	ships 🚝	Filter
20 Select al (2) 1 2 of 2 records selected	Add to list Remove Primary	Contact	$Print \checkmark$

3. If you're assigning yourself, leave the default as Assign Myself.

4.	Under Your team drop-down to sele and select your me	and medical service, click the ect Team or Medical Service edical service.	e Update Primary Contact Assign Myself as Primary Contact Assign Provider as Primary Contact Assign Team or Medical Service as Primary Contact				
5.	Click Apply .		Assign Health of Health Service as Primary Contact No Primary Contact Source as madilized assignments				
		Jpdate Primary Contact Assign Myself as Primary Contact Assign Provider as Primary Contact Assign Team or Medical Service as Primary Contact Your team or medical service Select Team or Medical Service Lg:		Apply Close			
			Apply Close				

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Assigning a Provider to one or multiple patients

1. Click the **Row Selection** ¥= button

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Add a Patient to a Care Team from the Care Team Component

- 1. Click the **drop-down arrow** next to the **plus** sign.
- 2. Click Assign Provider Team.

Care Team	re Team								
Role/Relationship	Contact	Phone	Service	Assign Myself					
▼ This Visit				Assign Provider Team					
	SMITH, KAREN LOUISE MD (Primary)	2024763732	Hospitalist						
	& AT2 - Purple		Hospitalist	Assign Provider					
Hospitalist	MANICONE, PAUL E. MD	2024763732	Hospitalist	Assign Non-Provider					
Primary Care Physician	BEERS, NATHANIEL BRITTINGHAM MD								

3. Choose team (teams have the **person and** icon next to them).

Assign Provider Team	×
Cardiac Critical Care	>
Hospitalist	>
Neonatology	>
Neurology	>
Le Pediatric Cardiology	
Pediatric Critical Care	>
Le Pediatric Emergency Medicine	
Le Pediatric Surgery	
Pulmonary & Adolescent	>
	Cancel

NOTES:

- If you click on any of the patient's Care Teams, you have the option of making the Care Team the Primary Contact using the **Make Primary** button.
- If you click on any of the patient's Care Teams, you have the option of removing the Care Team using the **Remove** button.

Care Team					+ ~ 🗇 🗏	Make Primary Remove
Role/Relationship	Contact	Phone	Service	Team		Endocrinology
	🏖 Dermatology (Primary)		Dermatology			
	🏝 Endocrinology	-	Endocrinology			Phone Numbers
	🏖 Internal Medicine		Internal Medicine			
	Lotolaryngology (ENT)		Otolaryngology (ENT)			Medical Service
						Endocrinology







Remove a Patient from a Care Team List

- 1. Select the patient name under Patient Information in the Patient Overview tab.
- 2. Once selected, click **Care Team.**
- 3. Click **Remove**.

Patient Overview		, i					💱 Full screen 💮 Print 🌍	24 minutes ago
Al 🗎 🖶 🐘 🔍 🔍 100% 🔷 🖨 🖾								
Patient Overview \times +								
.ist: Orthopedic Surgery (7) 🗸							Add Patient Establish Relationships	= Filter
Patient Information	New Results	Diagnoses	Illness Severity	Actio				×
BLOGGENS, HARLEY 43 yrs F DOB: 19 APR 1978	1	1 - Cholecystitis 2 - Hypertension	🔴 Watch	1	BLOGGENS, HARLEY			
*CSTPET, ENDOCRINOLOGY 31 yrs F DOB: 02 JAN 1990					TO PER TARBON DOD, EXPERIENCE TRUE TRUE TRUE TARE TARBON DE TARE			
*CSTPET, ORTHO 41 yrs F DOB: 04 JAN 1980					▼ Allergies			^
CSTTESTZERO, COVIDEIGHT 6 yrs M DOB: 02 APR 2015					Allergies: clindamycin	Length of Stay: 661 day	s Code Status: No results found	
EDTEST, ORANGE 27 yrs F DOB: 17 JUL 1993					I-PASS Clinical Data Care Team			
HIMTEST, MMODAL FFT Q 9 yrs U DOB: 21 JAN 2012					Care Team	+ ~ 0 =	Make Primary Remove 3	×
TESTSEPSIS, BUMBLE 20 yrs F DOB: 02 SEP 2000					Kole/Relation Contact Phone Service This Visit	Team	Orthopedic Surgery	
					& Orthopedic Surge Orthopedic Surgery	-	Phone Numbers	
							Medical Service Orthopedic Surgery	
							Medical Service Members Grafstein, Eric Jonathan, MD (604)806-8982 TestED, Emergency-Physician3, (604)001-0107	



