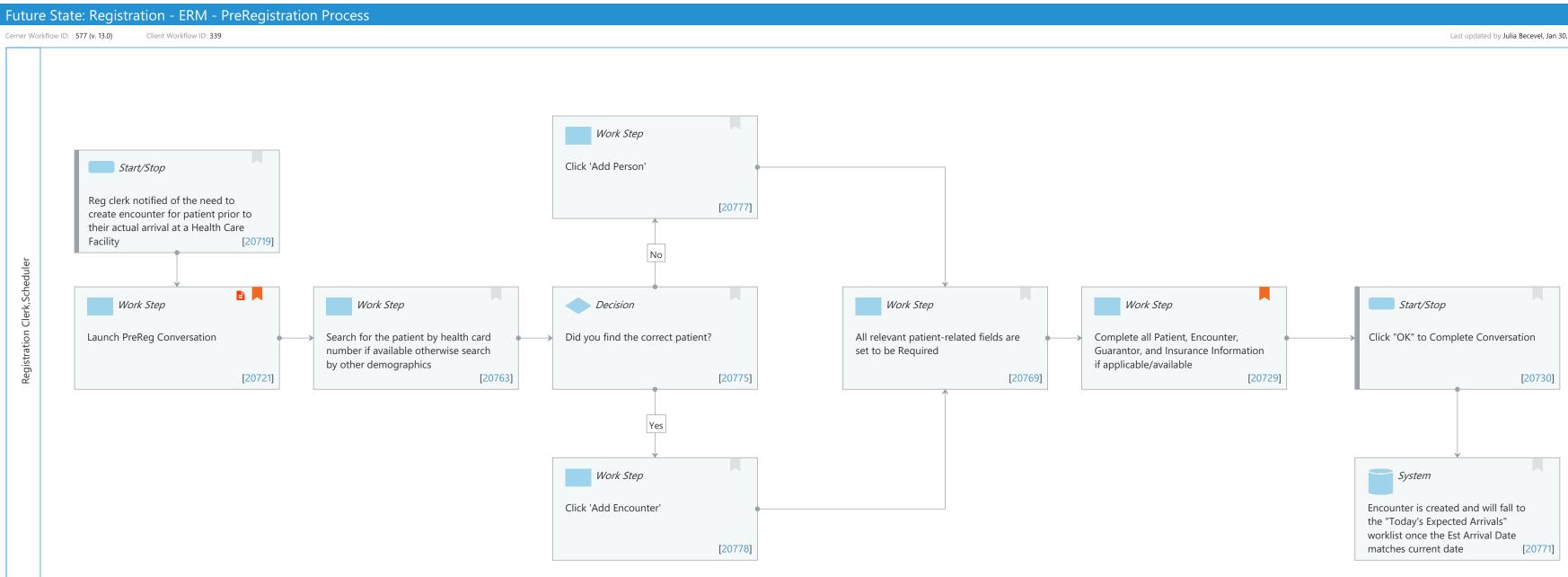
# Niagara Health System





Last updated by Julia Becevel, Jan 30, 2024 10:36am (UTC -4 hours)

## Niagara Health System

## Future State: Registration - ERM - PreRegistration Process

Cerner Workflow ID: 577 (v. 13.0) Client Workflow ID: 339

Oct 16, 2024

# **Workflow Details:**

Workflow Name: Registration - ERM - PreRegistration Process Workflow State: Future State Workstream: Pre-Admission/Pre-Visit Venue: Acute Care Post Acute Client Owner: Cerner Owner: Standard: Yes Related Workflow(s): Tags:

# **Workflow Summary:**

Service Line: Related Solution(s): Registration Management Project Name: Niagara Health System:OPT-0297674:NIAG\_CD Niagara HIS RFP TestBuilder Script(s): Cerner Workflow ID: 577 (v. 13.0) Client Workflow ID: 339 Workflow Notes: Introduced By: WS 1 Validated By: WS 6

# Swim Lane:

Role(s): Registration Clerk Scheduler Department(s): Patient Access Security Position(s): Registration - Clerk Registration - Supervisor Scheduling - Clerk Scheduling - Clerk Advanced

# Work Step [20777]

Description: Click 'Add Person'

# Start/Stop [20719]

Description: Reg clerk notified of the need to create encounter for patient prior to their actual arrival at a Health Care Facility



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## Work Step [20721]

Description: Launch PreReg Conversation

Step Impact: Policy/Procedure

Comments: This conversation can be launched Access Management Office or Scheduling Appointment Book

## Work Step [20763]

Description: Search for the patient by health card number if available otherwise search by other demographics

## **Decision** [20775]

Description: Did you find the correct patient?

## Work Step [20769]

Description: All relevant patient-related fields are set to be Required

## Work Step [20729]

Description: Complete all Patient, Encounter, Guarantor, and Insurance Information if applicable/available

Comments: If unable to complete all required information, populate as much as able and return encounter PreReg Status to "Incomplete" (per organization policy)

## Start/Stop [20730]

Description: Click "OK" to Complete Conversation

# Work Step [20778]

Description: Click 'Add Encounter'

## System [20771]

Description: Encounter is created and will fall to the "Today's Expected Arrivals" worklist once the Est Arrival Date matches current date

