



Future State: Registration - Patient Access - eSignature - Follow-Up List

Cerner Workflow ID: 24342 (v. 8.0) Client Workflow ID: 89

Last updated by Julia Becevel, Jan 29, 2024 12:07pm (UTC -4 hours)

Workflow Details:

Workflow Name: Registration - Patient Access - eSignature - Follow-Up List

Workflow State: Future State

Workstream: Admission/Intake

Venue: Acute Care

Client Owner:

Cerner Owner:

Standard: Yes

Related Workflow(s):

Tags:

Workflow Summary:

Service Line:

Related Solution(s): Content360 - eSignature

Patient eSignature

Revenue Cycle Registration

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

TestBuilder Script(s):

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Workflow Notes:

Introduced By: WS 3

Validated By: WS 6

Swim Lane:

Role(s): Registration Clerk

Registrar

Department(s):

Security Position(s):

Start/Stop [3]

Description: Patient falls to eSignature - Follow up list after being fully registered and not getting all documents signed.

Work Step [4]

Description: In the Queues perspective, select the eSignature - Follow-Up List.

Work Step [6]

Description: Select the appropriate filters for your Queue (Location, Medical Service, and Encounter Type). Select Perform Search.

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Work Step [8]

Description: Queue displays patients that meet the filter criteria.

Work Step [10]

Description: Find your patient on the queue

Decision [36]

Description: Is site using Mobile e-signature (iPad)?

Work Step [42]

Description: Right-click patient row and select "Open Encounter Perspective"

Work Step [12]

Description: Once Encounter Perspective opens, select the Images Tab from the Encounter Perspective window.

Work Step [14]

Description: Select the 'Sign eSig Form' option from the carrot drop down in the right hand corner.

Work Step [16]

Description: Sign eForms window displays with unsigned forms.

Off Page Reference [46]

Workflow Link: Enterprise Document Management - eSignature

Decision [23]

Description: Is patient able to eSign all required forms on eSignature pad?

Work Step [20]

Description: Patient signs all outstanding documents, Select 'Accept'.

Start/Stop [22]

Description: Patient falls of the worklist and all documents are now signed.

Off Page Reference [37]

Workflow Link: Enterprise Document Management - Mobile eSig

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Work Step [30]

Description: Mark document that cannot be signed electronically as "Manual Form" and have patient complete rest of the forms via eSign pad.