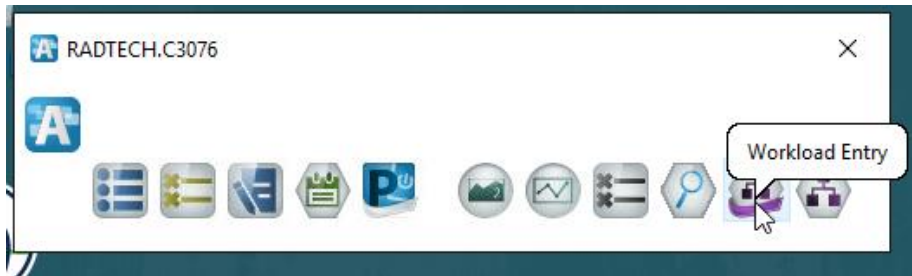


### Workload Entry

In order to add workload you will first need to launch the **Workload Entry** application from the AppBar



You will be required to type in a patient name in the top left search box. An encounter box will open. Ensure you select the correct encounter and then click "ok".

Workload Entry

Task View Help

Person name:  1

Patient info

Workload Info

Personnel:

Service resource:

Workload Spreadsheet

Codes Stag

Encounter Search

Health Card Number:

Patient Last Name:

Patient First Name:

MRN:

Birth Date (DD-MMM-YYYY):

Gender:

FIN:

Deceased:

Save as default

| MRN      | Health Card Number | VC | Patient Name        | Birth Date (DD-MMM-YYYY) | Age      | Gender | Phone |
|----------|--------------------|----|---------------------|--------------------------|----------|--------|-------|
| 11000868 | 3333-333-351       |    | SYSTEMTEST, RADTEN  | 20/May/1977              | 47 Years | Female |       |
| 11000867 | 3333-333-349       |    | SYSTEMTEST, RADNINE | 13/Apr/1980              | 44 Years | Male   |       |
| 11000817 | 3333-333-334       |    | SYSTEMTEST, RADONE  | 20/Feb/2019              | 5 Years  | Male   |       |

| MRN      | Facility | Privacy | FIN       | Patient Type | Reg Date (DD-MMM-YYYY) | Medical Service    | Location | Disch Date (DD-MM-YY) |
|----------|----------|---------|-----------|--------------|------------------------|--------------------|----------|-----------------------|
| 11000867 | NFS      |         | 22-001999 | Outpatient   | 2024-May-22 15:53      | Diagnostic Imaging | NF CT    |                       |
| 11000867 | WS       |         | 22-000655 | PreReg       | 2024-May-22 15:46      | Ambulatory         | WS ORTHO |                       |
| 11000867 | WS       |         | 22-001127 | Outpatient   | 2024-Feb-23 11:52      | Diagnostic Imaging | WS US    | 2024-Apr-08 10:01     |

2

3



Under “workload standards” search for the desired workload. Most of the workload codes are built under “**Diagnostic Imaging Workload Standard**”. When you find the correct standard, double click to pull up the workload codes, they will appear on the right-hand side.

Person name: SYSTEMTEST, RADNINE

Patient Info

Patient name: SYSTEMTEST, RADNINE  
 Age: 44 Years  
 Sex: Male  
 Date of Birth: 1980-Apr-13 00:00  
 Encounter type: Outpatient  
 Attending Doctor: Cerner Test, Physician - Hospitalist Cerner

MRN: 11000867  
 FIN: 22-001127  
 Reg date & time: 2024-Feb-23 11:52  
 Discharge date & time:  
 Location: WS US:

Workload Info

Personnel: RADTECH Cerner Test, RadNet - Technologist Cerner  
 Service date and time: 29/Oct/2024 11:34  
 Service resource: WS CT 1  
 Workload standards:

- Allied Health
- Cardiology
- Clinical Lab L-Code
- Diagnostic Imaging Workload Standard**
- Non-Service Recipient Activities
  - CT (NSR)
    - CT: Functional Centre Activities**
    - CT: Org/Professional Activities
    - CT: Research
    - CT: Teaching/In-Service
  - IR (NSR)
  - MM (NSR)
  - MR (NSR)
  - NM (NSR)
  - OBSP (NSR)
  - US (NSR)
  - XR (NSR)
  - Service Recipient Activities
  - Laboratory Workload

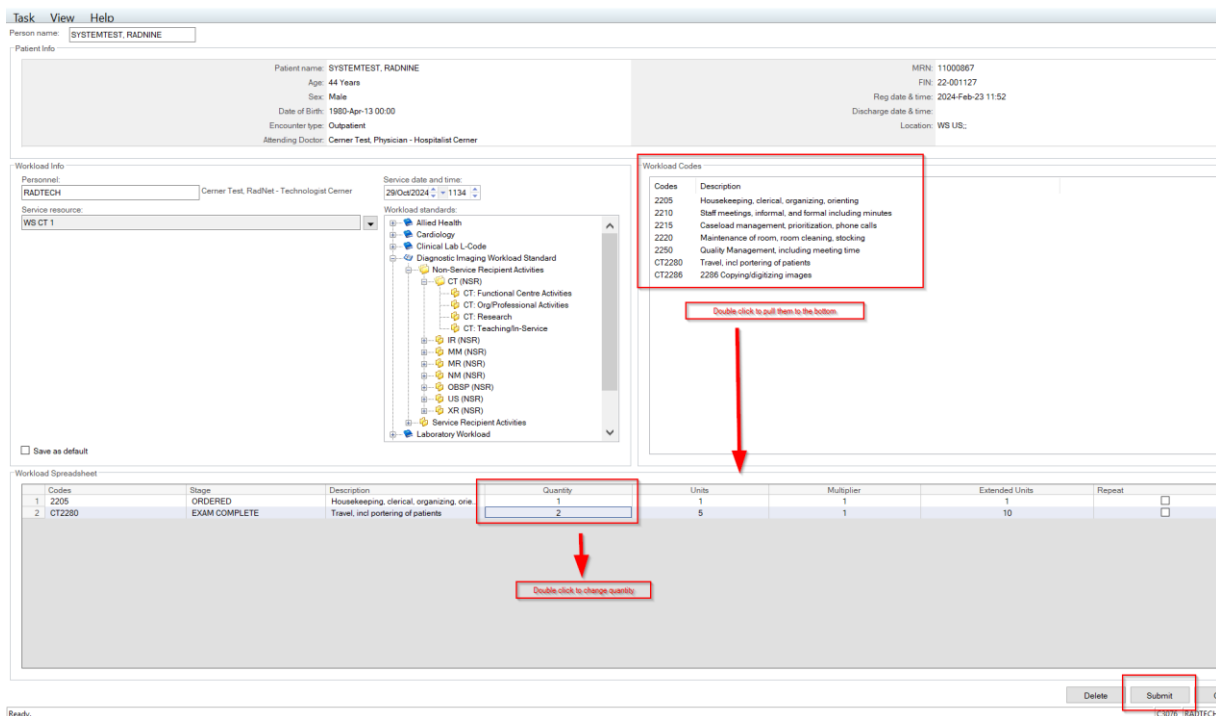
Workload Codes

| Codes  | Description  |
|--------|--|
| 2205   | Housekeeping, clerical, organizing, orienting          |
| 2210   | Staff meetings, informal, and formal including minutes |
| 2215   | Caseload management, prioritization, phone calls       |
| 2220   | Maintenance of room, room cleaning, stocking           |
| 2250   | Quality Management, including meeting time             |
| CT2280 | Travel, incl portering of patients                     |
| CT2286 | 2286 Copying/digitizing images                         |

Workload Spreadsheet

| Codes | Stage | Description | Quantity | Units | Multiplier | Extended Units |
|-------|-------|-------------|----------|-------|------------|----------------|
|       |       |             |          |       |            |                |

Double click on the codes that are on the right-hand side to pull them into the workload spreadsheet at the bottom. You can add multiple at once, if needed. If you need to update the quantity, double click under the quantity column, and update that field. Hit “Submit” to submit the workload.



Task View Help

Person name: SYSTEMEST\_RADNINE

Personnel: RADTECH

Service resource: WS CT 1

Service date and time: 29/Oct/2024 11:34

Workload standards:

- Allied Health
- Cardiology
- Clinical Lab L-Code
- Diagnostic Imaging Workload Standard
- Non-Service Recipient Activities
  - CT (NSR)
    - CT Functional Centre Activities
    - CT Org/Professional Activities
    - CT Research
    - CT Teaching/In-Service
  - IR (NSR)
  - MM (NSR)
  - MR (NSR)
  - NM (NSR)
  - OBSP (NSR)
  - US (NSR)
  - XR (NSR)
  - Service Recipient Activities
  - Laboratory Workload

Workload Codes

| Codes  | Description  |
|--------|--|
| 2205   | Housekeeping, clerical, organizing, orienting          |
| 2210   | Staff meetings, informal, and formal including minutes |
| 2215   | Case load management, prioritization, phone calls      |
| 2220   | Maintenance of room, room cleaning, stocking           |
| 2250   | Quality Management, including meeting time             |
| CT2280 | Travel, incl portering of patients                     |
| CT2286 | 2286 Copying/lighting images                           |

Double click to pull them to the bottom

Workload Spreadsheet

| Codes    | Stage         | Description                             | Quantity | Units | Multiplier | Extended Units | Repeat                   |
|----------|---------------|---|----------|-------|------------|----------------|--------------------------|
| 1 2205   | ORDERED       | Housekeeping, clerical, organizing, one | 1        | 1     | 1          | 1              | <input type="checkbox"/> |
| 2 CT2280 | EXAM COMPLETE | Travel, incl portering of patients      | 2        | 5     | 1          | 10             | <input type="checkbox"/> |

Double click to change quantity

Delete Submit

If you wish to then view the workload that has been entered you can go into **Workload Viewer**, which can be launched from the AppBar.



RADTECH.C3076

Workload Viewer

Room: SC4B06