

Chapter 3

Introduction & Setup

Chapter 3 Content:



- Overview/History
 - SpringCharts® Features
 - User Preferences
 - Data Setup
 - Addresses
 - Patients
 - Insurances
-

1. Overview



1. Overview

- **SpringCharts® EHR** software has been chosen because of its:
 - ~ Ease of use
 - ~ Richness in features
 - ~ Customizability for a wide range of medical specialties
 - ~ CCHIT Certified® in 2007, 2010

1. Overview

- **SpringCharts® EHR** software has been chosen because of its:
 - ~ Ease of use
 - ~ Richness in features
 - ~ Customizability for a wide range of medical specialties
 - ~ CCHIT Certified® in 2007, 2010
- The program streamlines communications and documentation, and improves workflow in both the administrative and clinical practice areas.

1. Overview

- **SpringCharts® EHR** software has been chosen because of its:
 - ~ Ease of use
 - ~ Richness in features
 - ~ Customizability for a wide range of medical specialties
 - ~ CCHIT Certified® in 2007, 2010
- The program streamlines communications and documentation, and improving workflows in both the administrative and clinical practice areas.
- **Features:**
 - ❖ template-based charting
 - ❖ chart evaluation manager
 - ❖ evaluation and management coder
 - ❖ drug and allergy interaction
 - ❖ electronic lab interface
 - ❖ integrated e-mail, messaging, & reminders

21 SpringCharts EHR Features



File Edit View Window Help

File Edit View Window Help

100%

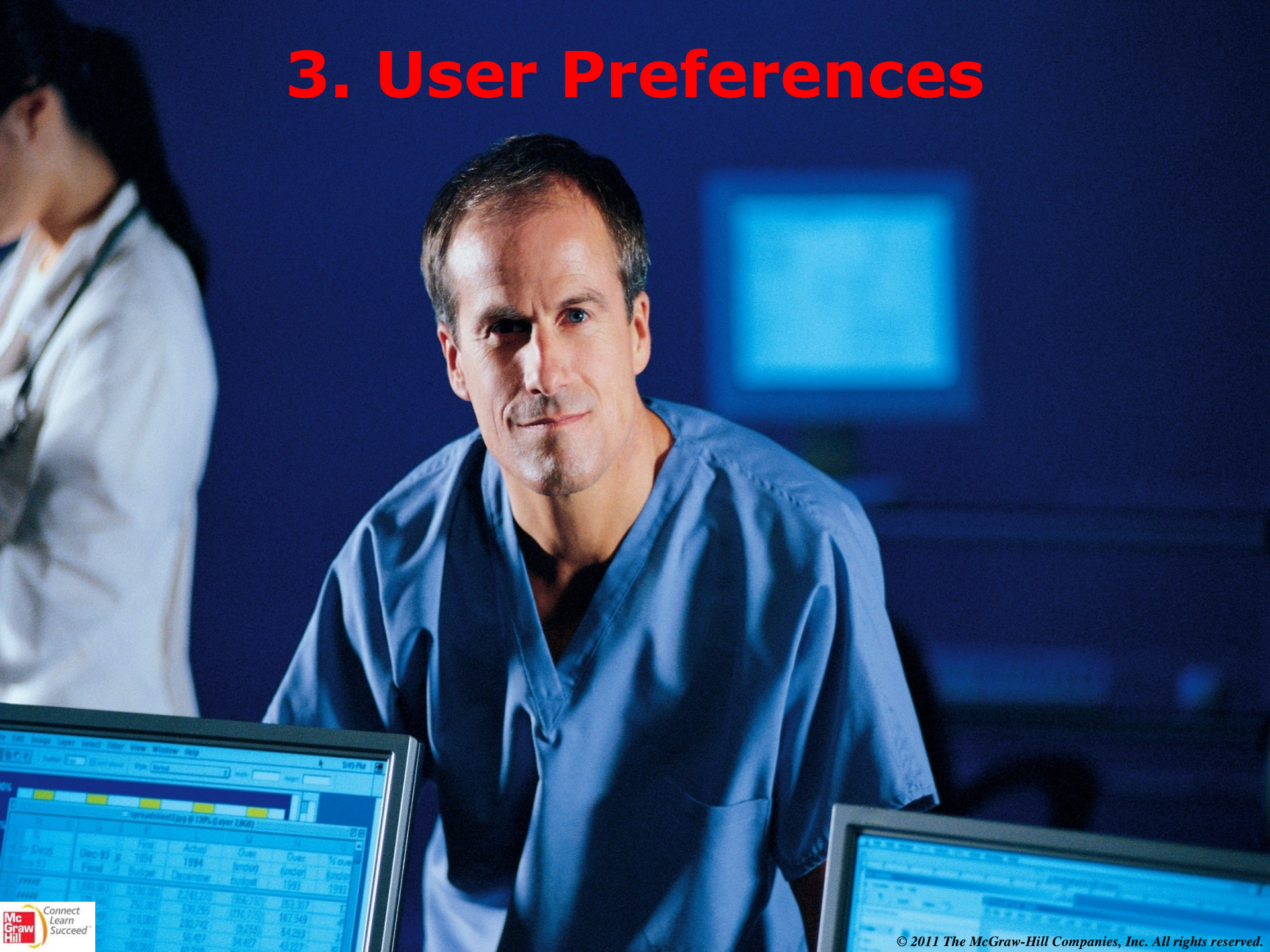
Worksheet: [jag @ 130%] (over 2,000)

	1994	Actual	Over	Over	% over
Actual	Budget	December	Budget	(Under)	(Under)
1,000,000	1,200,000	2,243,270	1,043,270	283,307	
250,000	500,000	500,000	250,000	167,549	
210,000	280,742	5,270	54,259		
30,000	50,000	34,227	43,227		

21 SpringCharts ENR Features

- 2004 – Interface bridge developed between Medisoft & SpringCharts
- 2006 – Interface developed with Macintosh PMS program
- 2009 – SpringCharts became SureScripts® Certified for e-prescribing
- 2010 – SpringCharts became CCHIT® Re-Certified
 - ❖ Functionality
 - ❖ Interoperability
 - ❖ Security

3. User Preferences



Year	Actual	Over	Under
1994	2,243,270	166,730	283,307
1995	530,295	216,770	167,349
1996	280,742	5,270	54,259
1997	50,457	34,027	43,227

3. User Preferences

Set User Preferences window
Preferences 1 tab

Set User Preferences User Name: demo

Preferences 1 | Preferences 2 | Password | Signature

Your Doctor: John O. Smith, M. D.

Your Practice: Suburban Medical Group, 101 Elm Street

Appt Schedule: John O. Smith, M. D.

Auto Log Off (min): never

Tracker Group

OV Form View: Large Screen
 Classic

Search Mode: Rapid Select
 Standard Select

PopUp Text Insert: Insert at End
 Insert at Cursor

Measurements Use Metric (kg,cm)
 Use Imperial (lbs,in)

Time Use 12 Hour Time
 Use 24 Hour Time

Font Large Font
 Small Font

Rx Print Attending None

Save Cancel Help

3. User Preferences

*Set User Preferences window
Preferences 2 tab*

3. User Preferences

- Set up on SpringCharts server

3. User Preferences

- Set up on SpringCharts server
- Optional high-security password management

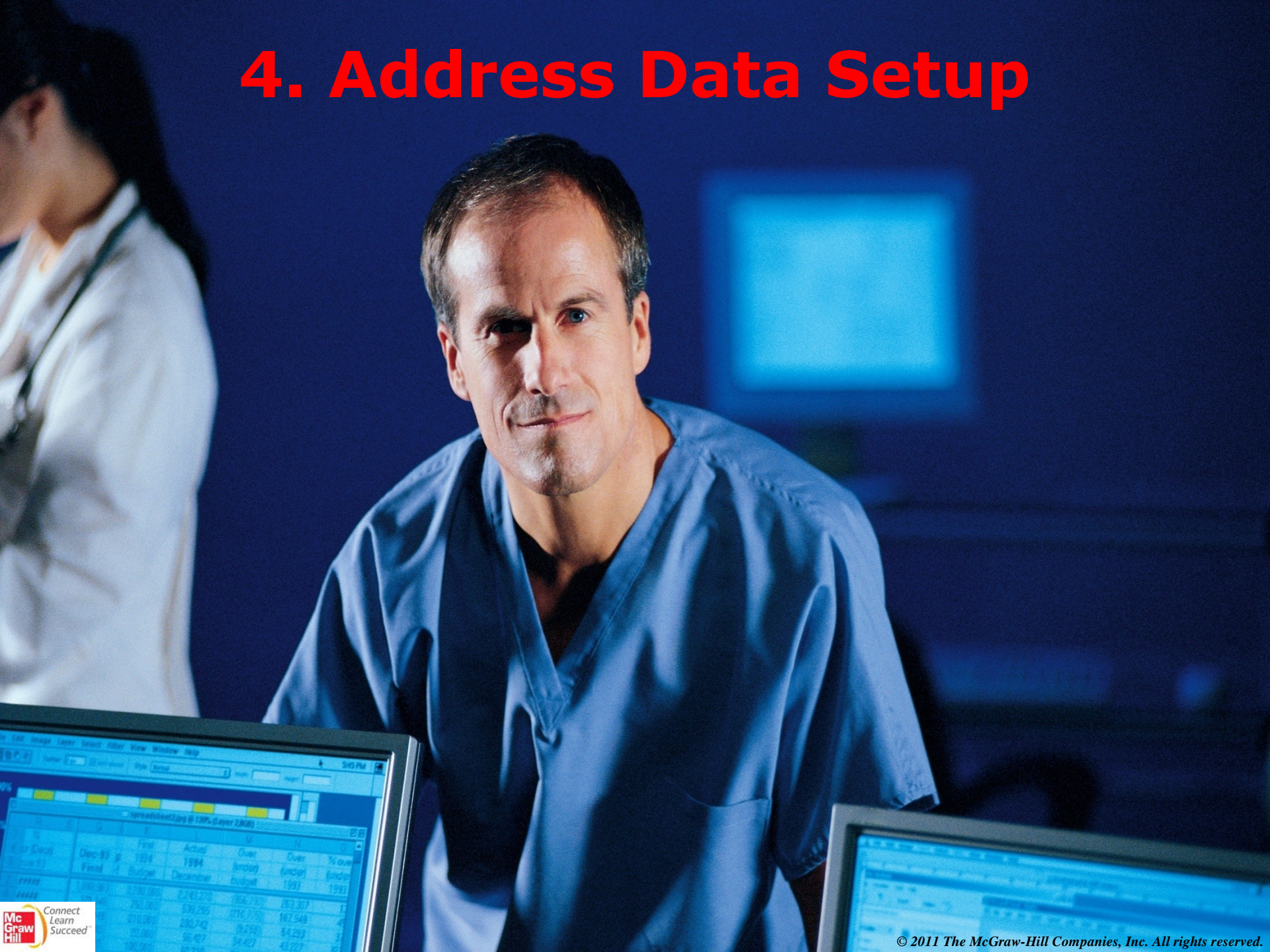
3. User Preferences

- Set up on SpringCharts server
- Optional high-security password management
 - ❖ Passwords Encrypted
 - ❖ Reset every 60 Days
 - ❖ 8 to 16 Characters
 - ❖ Case Sensitive
 - ❖ Contains Special Characters
 - ❖ Tracked by Audit Manager

3. User Preferences

- User Signatures
 - ❖ Used for letters, reports & prescriptions
 - ❖ Import signature from a scan
 - ❖ Directly using Tablet PC
 - ❖ Signing an electronic signature pad

4. Address Data Setup



Year	Actual	Budget	Over
1994	2,243,270	186,730	2,056,540
1995	530,295	216,770	313,525
1996	280,742	5,270	275,472
1997	50,457	34,027	16,430

4. Address Data Setup

New Address window

- ❖ Do NOT add Patients here
- ❖ Use either *Last Name* or *Company* field
- ❖ Must use *Category* field
- ❖ The *Category* and *Specialty lists* are set up on SC server

4. Address Data Setup

New Address window

- ❖ Do NOT add Patients here
- ❖ Use either *Last Name* or *Company* field
- ❖ Must use *Category* field
- ❖ The *Category* and *Specialty lists* are set up on SC server

5. Patient Data Setup

New Patient window

- ❖ *First Name, Last Name, & DOB* fields must be completed
- ❖ *PMS ID* sent from PMS program
- ❖ *Pt ID* assigned by SC program
- ❖ Use [Copy Pt] button to copy family address
- ❖ Pts can be archived from *Edit Patient* window

5. Patient Data Setup

New Patient window

- ❖ *First Name, Last Name, & DOB* fields must be completed
- ❖ *PMS ID* sent from PMS program
- ❖ *Pt ID* assigned by SC program
- ❖ Use [Copy Pt] button to copy family address
- ❖ Pts can be archived from *Edit Patient* window

6. Insurance Data Setup

New Insurance window

- ❖ Primary insurance may import from PMS program
- ❖ Use [New Ins. Comp.] button to add new ins.
- ❖ Use [Get Pts. Ins.] button to view & modify a patients insurance