



STARLING RUNS ON ALLSCRIPTS

# Clicks and Tricks from EHR

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## Who's in EHR:

Mary Kurlick  
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## How to Contact Us

Email:  
EHRTeam@starlingphysicians.com

Task: EHR Help Desk

Call: ext 9801

## What's new in EHR:

Happy New Year from the EHR Dept.

Remember to contact the EHR Dept with any Allscripts issues you might be having. Call Ext 9801, email [EHRTeam@starlingphysicians.com](mailto:EHRTeam@starlingphysicians.com) or task EHR Help Desk.

## Trick of the Month:



### Changing Provider when entering In-Office orders:

When entering an order for something done in-office, you will need to make sure the Ordered by, Supervised by and Managed by fields all match on the details page. As well as the Billing Provider and Performing Providers in the charging details section of the order. Many of the in-office orders are setup to automatically drop billing charges for the providers. If this information does not match it will not drop the charges correctly for the providers to bill.

**Changing the Facility when placing orders:** When you are placing an order and you want it to be sent to another facility other than your default facility you will need to change this on every order for that patient. It **will not** automatically change for all subsequent orders for that patient. Remember if the patient decides to go to a different lab other than the one on the order that is fine. They can always take the paper order to any facility.

## Click of the Month:



### What to do when putting in a lab and you get the "Failed Medical Necessity Checking" window:

When placing an order for a Medicare patient you may sometimes get a pop up because the diagnosis you have selected is not covered for this test. There are some options on this page that you will need to fill out. First you will see the list of covered diagnosis for this test that are already on the patients account and can select from the list, you can search for a new diagnosis and add it to the patient's chart or you can select one of the ABN waiver Disposition options. You could also choose not to place order.

If you select one of the ABN Waiver Disposition options, make sure you

have discussed this with the patient. Also, if you have any questions regarding the billing of this test you would need to contact the billing department.

**Placing Recurring orders:** Allscripts will allow you to setup recurring orders. To do this go to the  icon at the end of the To Be Done line.



This will then open another window where you will setup up how often you want the order to recur. Once you have setup the Recurrence Pattern and the Range of Recurrence you will need, click on the Generate button, so it populates the Selected Date box. Then you are able click OK. The recurrence can be setup prior to selecting the labs if you have multiples that will be included. To do this you will see the



are in and can then select .