

# Entering EMR Additional Follow Up



# Steps

1. Locate the patient in your EMR
2. Locate the patient in the ACHQC (follow instructions on How to Search for a Patient)
3. Find the most recent clinical note (note the date) that documents either an abdominal physical exam by a licensed provider (doesn't have to be a surgeon) or a radiographic study that includes the area of the hernia repair
4. Determine if the patient has had a reoperation for recurrence of the hernia (or reoperation related to the hernia repair) and note the date of the reoperation. If no reoperation, note the date you are entering the information (i.e. today's date)
5. Place the information from Step 3 and Step 4 into the correct window in the ACHQC
  1. If the information from Step 3 and Step 4 fall into the same follow up window, just select the single window and enter all the information that was collected during that time period.
  2. If the information from Step 3 and Step 4 fall into separate follow up windows, just select each window and enter the corresponding information that was collected during each time period
  3. If there is no clinical information available (i.e. no abdominal examinations or imaging), but you can determine that the patient did not have a reoperation, enter 'No reoperation' into the ACHQC and today's date using the latest available time window (you can skip all other questions). An assessment for reoperation should always be made and entered into the latest available time window for any patient undergoing EMR additional follow up.

# Step 1 – Locate the patient in your EMR

Johnny Public  
Legal: John Public  
Male, 37 y.o., 1/30/1987  
MRN: 100000000  
Code: FULL (click for ACP docs)  
HCA: Not Active  
Legal Guardian: Public, Jane

Admitted: No  
Pain Agreement: None  
**Research Participant**  
Care Team: No PCP  
Primary Cvg: None  
**Allergies (11)**  
**Active Treatment Plans**  
Ob Status: Hormonal Contraceptive  
Weight: 72.6 kg (160 lb)

Chart Review

Encounters Episodes Provider Notes **Notes** Medications Labs Micro Imaging ECG Surgery Anesthesia Procedures

Preview Refresh (9:06 PM) Select All Deselect All Review Selected Route Load Remaining Edit Note Add to Bookmarks

Filters  Default filter  Me  General Surgery  SUR  Telephone  Consents  Advance Directives  ED Notes More

⚠ Not all records have been loaded and sorted. Load remaining records to sort all records. Load All Records Hide

	Date of Service	Type	Tag	Status	Author	Authorizing Pi
Recent Notes						
	04/19/2024 08:24	Progress Notes		Signed		
	04/19/2024 08:19	Telephone Encounter		Signed		
	04/19/2024 08:15	Telephone Encounter		Signed		
	04/18/2024 13:24	Telephone Encounter		Signed		
	04/15/2024 11:23	Telephone Encounter		Signed		
	04/15/2024 11:19	Telephone Encounter		Signed		
	04/12/2024 15:21	Telephone Encounter		Signed		

# Step 2 – Locate the patient in the ACHQC

Registry Overview: ACHQC

ACHQC

Compliance Statistics Details Patients Analytics

Registry Patients

Add Patient to Registry Create Patient Merge Patients

Clinics Providers E-Consent Enrollment Status Search Patients... Search

All	External Id	Oberd ID	Name	Age	Sex	Provider	Surgery Date	Codes	Days Left	Added On	Manual Reminders	Export Withdrawn Patients
<input type="checkbox"/>				68	M			49650			Remind	Actions
<input type="checkbox"/>				72	M			49596			Remind 1	Actions
<input type="checkbox"/>				54	M			49650			Remind	Actions
<input type="checkbox"/>				63	F			15734 ...			Remind	Actions
<input type="checkbox"/>				38	F			49595			Remind	...

# Step 3

— Find the most recent clinical note (note the date) that documents either an abdominal physical exam by a licensed provider (doesn't have to be a surgeon) or a radiographic study that includes the area of the hernia repair

Tips:

-A documented negative abdominal exam by a licensed provider (MD, DO, APP) will suffice to assess for hernia recurrence.

-US, CT, or MRI that includes the area of the original hernia repair will suffice to assess for hernia recurrence.

-If neither can be obtained, can still proceed to the next step and assess for reoperation for recurrence.

**Step 4** – Determine if the patient has had a reoperation for recurrence of the hernia (or reoperation related to the hernia repair) and note the date of the reoperation. If no reoperation, note the date you are entering the information (i.e. today's date)

**Tips:**

- Search for reoperations like you would if in clinic looking up the surgical history. Would search the usual clinical notes, problems lists, CareEverywhere (or equivalent), and media for scanned operative notes
- If no reoperation is noted (most common situation), the date of follow up will be the date you are looking up information (today's date)
- If a reoperation is noted, note the date

# Step 5 – Place the information from Step 3 and Step 4 into the correct window in the ACHQC

The screenshot displays the 'Registry Patients' section of the ACHQC interface. The table lists various follow-up windows and their corresponding dates. A red arrow labeled 'Window' points to the 'ACHQC Additional Follow Up' row. Another red arrow labeled 'Window Dates' points to the date range '03-23-2024' to '03-18-2025' in the same row. The 'Actions' dropdown menu for that row is open, showing 'Answer Responses'.

Follow-up Window	Start Date	End Date	Days	Actions
ACHQC- Preop Information and Operative Details	07-24-2021	10-20-2021	--	Actions
ACHQC 30 Day Follow Up	08-23-2021	10-09-2021	--	Actions
ACHQC Additional Follow Up	10-10-2021	12-29-2021	--	Actions
ACHQC Additional Follow Up	12-28-2021	05-07-2022	--	Actions
ACHQC Additional Follow Up	05-07-2022	03-26-2023	--	Actions
ACHQC Additional Follow Up	03-23-2023	03-17-2024	--	Actions
ACHQC Additional Follow Up	03-23-2024	03-18-2025	--	Answer Responses
ACHQC Additional Follow Up	03-23-2025	03-18-2026	--	> 100 days
ACHQC Additional Follow Up	03-23-2026	03-18-2027	--	> 100 days

- If the information from Step 3 and Step 4 fall into the same follow up window, just select the single window and enter all the information that was collected during that time period (Click Actions on the right then Answer).
- If the information from Step 3 and Step 4 fall into separate follow up windows, just select each window and enter the corresponding information that was collected during each time period
- If there is no clinical information available (i.e. no abdominal examinations or imaging), but you can determine that the patient did not have a reoperation (almost always can do this), enter 'No reoperation' into the ACHQC and today's date using the latest available time window (you can skip all other questions). An assessment for reoperation can and should always be made and entered into the latest available time window for any patient undergoing EMR additional follow up.