Documentation – Tagging Text and Results in PowerChart and FirstNet



Digital Health Quick Reference Guide

This Quick Reference Guide will explain how to:

- Tag notes within PowerChart and FirstNet
- Tag pathology results to pull into documentation
- Tag radiology and pulling them into the documentation
- Tagging is used instead of "copy & paste" to auto-reference the source within PowerChart and FirstNet

Tagging text:

- Open up the document. Left click and drag the amount of text you want to tag. Once highlighted a "tag" button appears. Click this button to tag.
- Alternatively, right click to open up a menu whilst the text is still highlighted and select "Tag Selected".
- 2x 10mm IV potassium 8 Rly hartmans post IV replacement Chase VBG, UEC and CMP taken at MET Repeat electrolytes at 1600 after IV K replacer Imp Tag View History Show Tracked Changes Tag Selected Export...

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- Open the text document. On the left column the tagged text will be accessible. Click on the tagged text and drag it into the note
- Once tagged, the bottom of the note will reference the source of tagged section.

Assessment/Plan

MET call - hypotention 16/08/2023 13:56 Assessment/Plan 1. 2x 10mm IV potassiu.

Tagged Text

- 1. 2x 10mm IV potassium
- 2. 8rly hartmans post IV replacement

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Chase VBG, UEC and CMP taken at MET
Repeat electrolytes at 1600 after IV K replacement - charted [1]

[1] MET call - hypotention; 16/08/2023 13:56 AEST



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Tagging reports

- 1. Open up the report and highlight the text you would like to tag.
 - a. The tag button appears and can be clicked, or right click to open the menu and select "Tag Selected".
- 2. Open the text document. On the left column the tagged text will be accessible and can then be clicked and dragged into the text field of the note.
- 3. Complete the remainder of the documentation. At the bottom of the note there will be a reference section for the "tagged" text.

Tagging results:

Handy Hint

If the document template used contains a pathology or laboratory heading, tagged results will automatically populate under this heading when the document is generated.

 Navigate to an EMR mPage and find the "Laboratory" or "Pathology" component.
Note: This component can be found (but not limited to) in the Admit, Discharge,
Manage mPage within the Medical Officer View (PowerChart) Medical Officer View or

ED Doctor Workflow within the ED Doctor View (FirstNet) ED Doctor View

- Select the results you would like to tag holding the "Shift" or "Control" key to specify your selection. Scroll to the top of this section and click the "Tag" button on the top left corner.
- 3. Open your document (that has the Pathology Results placeholder) and the results will automatically populate. If you are using a document template without the placeholder, you can create your own section by dragging the first result from the left column into the appropriate area and then individually drag the remainder of the results.

	T mar Report
	IAGE LINK
This	s document has an image
Elbo	w Left (Xray) (Verified)
REPO	
EXAN	
Elbo	w Left (Xray)
	ITCAL NOTES:
	AICAL NOTES: slent discharge from the wound, recent elbow surgery, bony changes of osteomyelitis?
Purt	Lent discharge from the wound, recent elbow surgery, bony changes of osteomyelitis?
PIN	DINGS :
Forv	ard gentle angulation at the supracondylar region and cortical thickening is similar to
	vious x-ray from 27/06/2023.
Ghos	at tract posterior home screws of the olecranon and proximal ulmar shaft. No cortical bone
eros	sion, focal cortical bone breach/focal bony osteopenia.
Joir	nt line osteophytosis. No significant fat pad elevation to suggest a joint effusion.
	S Tag

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