

# “What Goes Where”: A Guide to Clinical Documentation at Western Health



## Adult & Paediatric Outpatient Clinics

iPM	EMR - Cerner	Paper	BOSSnet	Other Applications
<ul style="list-style-type: none"> <li>• Patient registration</li> <li>• Patient billing</li> <li>• Updating patient demographic information/ compensable</li> <li>• Print patient labels</li> <li>• Creating/ modifying clinic appointments</li> <li>• Generate appointment letters</li> <li>• Arrive/ Discharge</li> <li>• Clinic waitlists</li> </ul>	<ul style="list-style-type: none"> <li>• Allergies</li> <li>• Alerts</li> <li>• Weight</li> <li>• Medication</li> <li>• Orders/Administration</li> <li>• Pathology/ Radiology Orders (printed)</li> <li>• Pathology/ Radiology Results</li> <li>• Outpatient Prescription (printed)</li> <li>• Review of relevant prior inpatient documentation</li> <li>• Growth charts</li> <li>• Appointment management (Ambulatory organiser, check patient in, check patient out, DNA workflow)</li> <li>• Appointment outcomes</li> </ul>	<ul style="list-style-type: none"> <li>• Outpatient documentation (progress notes/ consultation records) – selected clinics</li> <li>• Assessment forms</li> <li>• Treatment plans</li> <li>• Referral to external services</li> <li>• Referrals to hand therapy</li> <li>• Referrals to Plaster Technician</li> <li>• Consult sheet for internal referrals (if not using e-Referrals)</li> <li>• Bolton Clarke referrals</li> <li>• Post-Acute Care referrals</li> <li>• HITH referrals</li> </ul>	<ul style="list-style-type: none"> <li>• Appointment reminders (SMS)</li> <li>• Scanned GP referrals</li> <li>• Maternity Documentation</li> <li>• Non Synapse and non Dorevitch results</li> <li>• e-Referrals</li> <li>• Correspondence</li> </ul> <p>*All internal and external paper documentation will continue to be scanned as per pre EMR process.</p>	<ul style="list-style-type: none"> <li>• Open Scape</li> <li>• Enlighten</li> <li>• Lanier</li> </ul>