**Panel Cleanup Yearly Schedule**

February/March- Active patients/unassigned patients

It’s time to review your active/ unassigned patients

- click on the “Outcomes” icon in top right-hand corner of the main Med-Access screen.

- click on the “All Dashboards” icon and go to panel 1 - “PSP’s Primary Indicators”

- go to the box called “Active Patients”

- click on the “Never seen” or the “Last seen 5+ years”

- review charts for ones that are not active anymore and change their status to inactive

\*\*\*Please refer to your Panel Management workbook for any additional steps

April- Anxiety, Depression

It's time to review your Anxiety/Depression patients

- click on the “Outcomes” icon in top right-hand corner of the main Med-Access screen.

- click on the “All Dashboards” icon and go to panel 3 - “PSP’s Mental Health Indicators”

- under “Consider Anxiety” and “Consider Depression” click on each report to review patients that meet the criteria of anxiety and also depression but have not been coded in profile (code 300 for anxiety and 311 for depression when diagnosed)

\*\*\*Remember coding when adding entries to the profile is best practice

\*\*\*Please refer to your Panel Management workbook for any additional steps

May - Ischemic Heart Disease, Cerebrovascular Disease

It's time to review your Ischemic Heart Disease/Cerebrovascular Disease patients

- click on the “Outcomes” icon in top right-hand corner of the main Med-Access screen.

- click on the “All Dashboards” icon and go to panel 2 - “PSP’s Secondary Indicators”

- under "Consider Ischemic Heart Disease" and "Consider Ischemic Cerebrovascular Disease" click on each report to review charts that meet the criteria of ischemic heart disease and also cerebrovascular disease but have not been coded in profile (code 414 for ischemic heart disease and 436 for cerebrovascular when diagnosed)

\*\*\*Remember coding when adding entries to the profile is best practice

\*\*\*Please refer to your Panel Management workbook for any additional steps

June - Chronic Kidney Disease, Chronic Liver Disease

It's time to review your Chronic Kidney Disease/Chronic Liver Disease patients

- click on the “Outcomes” icon in top right-hand corner of the main Med-Access screen.

- click on the “All Dashboards” icon and go to panel 2 - “PSP’s Secondary Indicators”

- under "Consider Chronic Kidney Disease" click on each report to review charts that meet the criteria of chronic kidney disease, code 585 for chronic kidney disease

- chronic liver disease is not in the dashboard. So go into “Reports” and on the “Template” drop-down list, select “OD-PSP Liver disease ID labs” to find any missed patients that have not been coded in profile (code 571 for chronic liver disease when diagnosed)

\*\*\*Remember coding when adding entries to the profile is best practice

\*\*\*Please refer to your Panel Management workbook for any additional steps

July - Dementia/Alzheimer, Frail

It's time to review your Dementia/Frail patients

- click on the “Outcomes” icon in top right-hand corner of the main Med-Access screen.

- click on the “All Dashboards” icon and go to panels 2 - “PSP’s Secondary Indicators” & 3 - “PSP’s Mental Health Indicators”

- under "Consider Dementia" and "Consider Frailty" click on each report to review patients that meet the criteria of Dementia/Frailty but have not been coded in profile (code 290 for dementia and V15 for frailty when diagnosed)

\*\*\*Remember coding when adding entries to the profile is best practice

\*\*\*Please refer to your Panel Management workbook for any additional steps

August- COPD

It's time to review your COPD patients

- click on the “Outcomes” icon in top right-hand corner of the main Med-Access screen.

- click on the “All Dashboards” icon and go to panel 1 - “PSP’s Primary Indicators”

- under "Consider COPD" click on each report to review patients that meet the criteria of COPD but have not been coded in profile (code 496 for COPD when diagnosed)

\*\*\*Remember coding when adding entries to the profile is best practice

\*\*\*Please refer to your Panel Management workbook for any additional steps

September – Diabetes

It's time to review your diabetes patients

- click on the “Outcomes” icon in top right-hand corner of the main Med-Access screen.

- click on the “All Dashboards” icon and go to panel 1 - “PSP’s Primary Indicators”

- under "Consider Diabetes" click on each report to review charts that meet the criteria of diabetes but have not been coded in profile (code 250 for diabetes when diagnosed)

\*\*\*Remember coding when adding entries to the profile is best practice

\*\*\*Please refer to your Panel Management workbook for any additional steps

October- Polypharmacy (physician)

It’s time to remind your doctors to review their polypharmacy

- click on the “Outcomes” icon in top right-hand corner of the main Med-Access screen.

- click on the “All Dashboards” icon and go to panel 1 - “PSP’s Primary Indicators”

- have your doctors go through the “10+ Rx:” and discontinue any old prescriptions.

\*\*\*Remember to discontinue old meds and or use “short term” as best practice to reduce your polypharmacy

\*\*\*Please refer to your Panel Management workbook for any additional steps

November- Chronic pain (physician), Osteoarthritis

It’s time to remind your doctors to review their chronic pain/ Osteoarthritis

- click on the “Outcomes” icon in top right-hand corner of the main Med-Access screen.

- click on the “All Dashboards” icon and go to panels 1 - “PSP’s Primary Indicators” & 2 - “PSP’s Secondary Indicators”

- have your doctors go through the “Consider Pain” reports and code 3384 to any newly diagnosed chronic pain patients

- Under "Consider Osteoarthritis" find any newly diagnosed patients and code 715 for osteoarthritis to the profile

\*\*\*Remember to code any new diagnoses to the profile using the templates for best practice

\*\*\*Please refer to your Panel Management workbook for any additional steps

December-Substance Use (drug dependence, alcohol dependence)

It's time to review your drug dependence, alcohol dependence patients

- click on the “Outcomes” icon in top right-hand corner of the main Med-Access screen.

- click on the “All Dashboards” icon and go to panel 3 - “PSP’s Mental Health Indicators”

- under the "Consider Drug Dependence" and "Consider Alcohol Dependence" click on each report to review charts that meet the criteria of drug dependence/ alcohol dependence but have not been coded in profile (code 304 for drug dependence and 303 for alcohol dependence when diagnosed)

\*\*\*Remember coding when adding entries to the profile is best practice

\*\*\*Please refer to your Panel Management workbook for any additional steps

January- Hypertension, Heart Failure

It’s time to review your hypertension and heart failure patients

- click on the “Outcomes” icon in top right-hand corner of the main Med-Access screen.

- click on the “All Dashboards” icon and go to panel 1 - “PSP’s Primary Indicators”

- under the “Consider Hypertension” and “Consider Heart Failure” click on each report to review charts that meet the criteria of hypertension and heart failure but have not been coded in profile (code 401 for hypertension and 428 for heart failure when diagnosed)

\*\*\*Remember coding when adding entries to the profile is best practice

\*\*\*Please refer to your Panel Management workbook for any additional steps