

PCP PATIENT SUMMARY “CHEAT SHEET” FOR OSCAR TEMPLATE

Thank you for continuing to help us improve the flow of patient information into the hospital. We know it takes time, but sending in your GP Patient Summary (now called the PCP Patient Summary in Power Chart) really improves your patients’ care. To help you create the summaries as quickly as possible, we have created templates for each major EMR in our community. These templates have been developed collaboratively with GPs and hospitalists who have given input on the information they need most. Although each EMR template will look different because the EMRs are different, we're designing them so they have the same structure, as much as possible, across EMRs - so the same information is at least presented in the same order when the MRP goes to read it.

We've really been leading the way in this area and in fact the first template that we built for IntraHealth, is the basis of ongoing provincial work on data standards. We appreciate any and all feedback so that we can continue to create and advocate for what we need to make information transfer work both for providers and our patients.

The following documents will guide you through setting up and using the OSCAR PCP Patient Summary template for transferring information to the hospital when your patient is admitted or likely to be admitted sometime soon.

Document 1: The Patient Admission Summary template will pull information automatically from your patient’s chart. In Document 1 meet our test patient Betty Boop and see how her Summary auto-populates. Also find the tips on how to complete the rest of the template, or how to get the best out of it. It is a work still in progress, so unfortunately there are still a few glitches.

Document 2: Here is the completed Betty Boop template so you can get an idea of the finished product.

Document 3: At present, it is not possible to directly attach documents to the e-form template. We are working on a smooth way to do this, but at the moment it takes a few steps. You can either print off all the documents and fax them as a bundle, or you can create a paperless bundle by following the steps in Document 3.

Please remember that Power Chart already contains hospital-based labs, imaging and consults, so you do not need to attach these. What it does **NOT** contain are **community specialist consults** which are often very helpful to the MRP.

Installing GP Patient Summary template:

Now in OSCAR eForm library entitled Primary Care Provider Patient Summary:

Follow these steps if you are installing the eForm at your clinic for the first time.

Installing the Patient Medical Summary eForm

Step 1

Download the *.zip file that contains the Patient Medical Summary to your desktop.

You can find this at oscarcanada.org.

a) Click on lime green eforms button.

b) click on eforms again to browse the data base.

c) On the upper R corner, find the 'search site' window and write Primary Care Provider Patient Summary. It will find both PDF and zip file copies. Click on the 2019 zip file and download to your desktop.

Step 2

Within Oscar you will navigate to:

a) Administration

b) Manage eForms

The eForms Library for your OSCAR (specific to your clinic) will open and show all the existing eForms uploaded to your instance.

c) Select Import

You should be on this screen

eForm Library [View Deleted](#)

[Upload](#) [Import](#) [Download](#)

Import eForm:
Choose File no file selected ⚠ Import

Info: When importing the file format is required to be a zip file.

A. Click on "Choose File" - it will take you to your desktop so you can click on the 2019 Primary Care Provider Patient Summary zip file.

The file will appear as seen in the below image.

eForm Library [View Deleted](#)

Upload

Import

Download

Import eForm:

Choose File



PCP_Patient_Summary_V1..



Import

Info: When importing the file format is required to be a zip file.

B. Select "Import" again

The eForm will now be part of your Eforms in your clinic.

The eForm Name is *"Primary Care Provider Patient Summary"*

DOCUMENT 1

PRIMARY CARE PROVIDER PATIENT SUMMARY

Date: 2019-07-22

Physician Information:

Lisa Veres

Hillside Medical Clinic
130-1641 Hillside Ave
Victoria, BC, V8T 5G1
Tel: 250-595-4151
Fax: 250-598-7125

Free text: fill in with your preferred contact information ie. office private number or cell phone

Physician Private Line:

Add private line if available

Patient Information:

BOOP, BETTY
1234 Fort St., BC
Tel: 250 123 4567(H) (W)
25/01/1943(F) HIN: 99999999

Free text: provide helpful details that only you may be aware of - can even copy and Paste last office encounter here.

Show/Hide Comments

Thank you for looking after this patient. Here are some details you may find helpful:

Add comments such as current supports, difficulties, substitute decision makers, advance care plans, immunizations, other pertinent information

To Documents To Preventions

MOST: () Add manually

Show/Hide PMHx

Ongoing Concerns and Medical History:

* PAST MEDICAL HISTORY:
- CHF: alcoholic cardiomyopathy EF 40% 2016
- CRF: GFR in 50's
- chronic pain L hip
- osteoporosis : on Actonel 2007-2017

* PAST Surgical History:
- 2017 L hip Arthroplasty
- 2016, 2015, 2014 face lift and revisions
- 1972: LEEP
- Tonsillectomy as child

PREGNANCIES: G3 mis 3

TRAUMA: L rib fractures 2005

Auto populates from: "Ongoing Concerns" and "Medical History"

Can be edited as needed

Show/Hide Last Visit Info

Last Visit information:

Last visit date: This must be entered manually

Last BP: (2017-10-C)

Last weight: 78 kg (2018-02-C)

Last height: 165 cm (2018-02-C)

Last BMI: 28.7 (2018-02-C)

Auto populates from: "Measurements"

Relevant Lab Results:

Last Hgb: ()
Last A1c: ()
Last eGFR: ()

Auto populates from:
"Labs"
Note: it is not always complete

Additional Labs

You can manually add additional labs here

Lab Row Display Lab Grid Display

Show/Hide Medications + Allergies

Current Medications:

Altace 10mg 1 od
Apo furosemide tab 20mg 1 BID

Auto populates, but if not entered perfectly, it sometimes does not populate. Ensure you double-check and manually add information, if needed.

Other Medications:

Vit D 1000u daily
The Elixir of Life from Naturopath to the Rich and Famous

Auto populates from:
"Other Medications"

**Allergies:
(note reaction)**

PENICILLINS

Show/Hide Social Hx

Social History

Substitute Decision Maker:

Free text

* Silent film star -retired 1963
Married: multiple times, currently has young lover Fidel
Children: no
Work: retired, although makes guest appearances on talk shows, and is contemplating a reality TV show

Auto populates from:
"Social History"

Show/Hide Risk Factors

Risk Factors

* Smoking: quit 1980s
Alcohol: alcoholic until quit in 1990s
Drugs: CBD oil baths BID

Auto populates from:
"Risk Factors"

Show/Hide Family Hx

Family History

* Mother: died CA breast age 50
Father: unknown, but probably a circus performer
Siblings: numerous but estranged

Auto populates from:
"FH"

Show/Hide Reminders

Reminders

* Living Will signed 2015: MOST C3
Med Representative: Fidel : call Fidel's cell at 250-FUN-LOVE, bone density due in 2019

Auto populates from:
"Reminders"

Subject:

Submit Reset Print Print and Submit Click to choose date

Please Note:

- It is possible to **edit** every box
- To attach documents, see next page. Hospital providers have said outpatient specialist consults are particularly helpful
- Lab attachments are more difficult but possible

DOCUMENT 2**PRIMARY CARE PROVIDER PATIENT SUMMARY****Date:** 2019-05-12**Physician Information:**

Lisa Veres

Hillside Medical Clinic
 130-1641 Hillside Ave
 Victoria, BC, V8T 5G1
 Tel: 250-595-4151
 Fax: 250-598-7125

Physician Private Line:

250-333-3333

Patient Information:

BOOP, BETTY
 1234 Fort St, BC
 Tel: 250 123 4567(H) (W)
 25/01/1923(F) HIN: 99999999

Thank you for looking after this patient. Here are some details you may find helpful:

I see Betty has been admitted with another fracture of the hip. Betty is a charming lady who, despite her great age, has a wonderful quality of life and wishes to keep on going. She requests full medical treatment at all times, and you should know that she will sue you if she does not receive it. The best of luck to you all - I am going on a long vacation starting today.

MOST: (C3)**Ongoing Concerns and Medical History:***** PAST MEDICAL HISTORY:**

- CHF: alcoholic cardiomyopathy EF 40% 2016
- CRF: GFR in 50's
- chronic pain L hip
- osteoporosis : on Actonel 2007-2017

*** PAST Surgical History:**

- 2017 L hip Arthroplasty
- 2016, 2015, 2014 face lift and revisions
- 1972: LEEP
- Tonsillectomy as child

PREGNANCIES: G3 mis 3

TRAUMA: L rib fractures 2005

Last Visit information:

Last visit date: 2019-05-06

Last BP: 130/60 (2017-10-06)

Last weight: 78 kg (2018-02-09)

Last height: 165 cm (2018-02-09)

Last BMI: 28.7 (2018-02-09)

Relevant Lab Results:

Last Hgb: 134 (2019-4-7)

Last A1c: ()

Last eGFR: 52 (2019-4-7)

BNP 230 April 14, 2018

Current Medications:

Altace 10mg 1 od
Apo furosemide tab 20mg 1 BID

Other Medications:

Vit D 1000u daily
The Elixir of Life from Naturopath to the Rich and Famous

**Allergies:
(note
reaction)**

PENICILLINS

Social History**Substitute Decision
Maker:**

Fidel

* Silent film star -retired 1963
Married: multiple times, currently has young lover Fidel
Children: no
Work: retired, although makes guest appearances on talk shows, and is contemplating a reality TV show

Risk Factors

* Smoking: quit 1980s
Alcohol: alcoholic until quit in 1990s
Drugs: CBD oil baths BID

Family History

* Mother: died CA breast age 50
Father: unknown, but probably a circus performer
Siblings: numerous but estranged

Reminders

* Living Will signed 2015: MOST C3
Med Representative: Fidel : call Fidel's cell at 250-FUN-LOVE, bone density due in 2019

Document 3 - Instructions for Attaching

Unfortunately, it is not possible to attach documents to an e-form, so if you want to attach documents electronically so they can all be e-faxed or uploaded into the web portal as one bundle, you have to turn your PCP Patient Summary into a document.

1. You need to download the completed Patient Summary e-form into a PDF document and save it to your desktop. To do this, click on print and choose the 'print to PDF' option. Then upload the PDF version into the Documents section of your EMR.
2. Click on 'Documents' within the template (as per the below screen shot), and it will take you to your Documents inbox.

PRIMARY CARE PROVIDER PATIENT SUMMARY

Date: 2019-05-27

Physician Information:

Lisa Veres

Hillside Medical Clinic
130-1641 Hillside Ave
Victoria, BC, V8T 5G1
Tel: 250-595-1028
Fax: 250-598-7125

Physician Private Line:

Add private line if available

Patient Information:

BOOP, BETTY
1234 Fort St., BC
Tel: 250 123 4567(H) (W)
25/01/1943(F) HIN: 99999999

[Show/Hide Comments](#)

Thank you for looking after this patient. Here are some details you may find helpful:

Add comments such as current supports, difficulties, substitute decision makers, advance care plans, immunizations, other pertinent information.

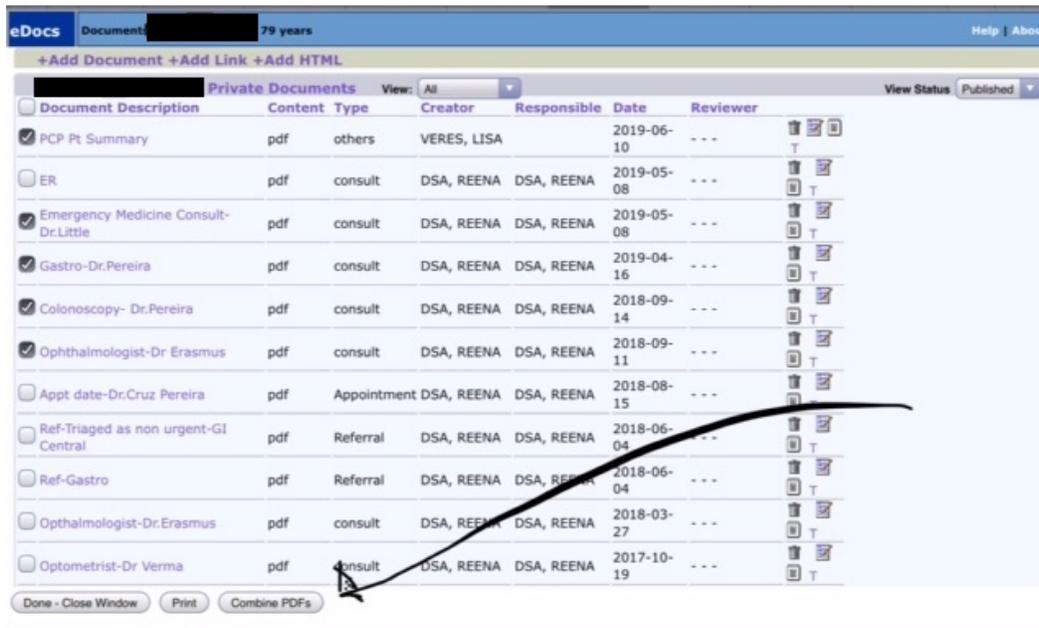
[To Documents](#) [To Preventions](#)

MOST: ()

[Show/Hide PMHx](#)

Ongoing Concerns and Medical History:

3. Select all of the documents you want to attach, including the PCP patient summary, then click “Combine PDF’s”. (as per the below screen shot).



Now you have 1 large document that can be e-faxed directly or uploaded into the web portal, no paper required!