

## OSCAR EMR – PAP Queries

Purpose: To be able to run query for the patient who had a pap done.

Need to login to the OSCAR (if OSCAR user) and should have admin privileges or have access to the Report by Template option (all the queries are generated here).

See URL (will be emailed to clinic) to upload query and save to Desktop.

1. Once logged in OSCAR account choose:  
**Admin -> Administrative Page open in New Tab -> Select Report by Template (under oscarReport).**
2. **Report by Template** tab open in new window. Displaying all the Report by Template queries available for the clinic use. **If query available** choose the RBT- Service Code Search Filtered on DOB and Gender, **if not available** can add the template through the left panel **ADD TEMPLATE** option.  
**Adding Query (File should be saved in the desktop for easy access)**
  - 2.1. Select **Add template** in the Report by template screen.
  - 2.2. Add template option will display, upload the file by choosing the template file from the desktop.  
Click **Upload & Add**.
3. Once Uploaded the template query will display on the left side of the Report by template screen.  
**Service Code Search Filtered on DOB and Gender.**

4. To run Pap queries within last 5 years, fill the following categories (ages: 25 to 69):

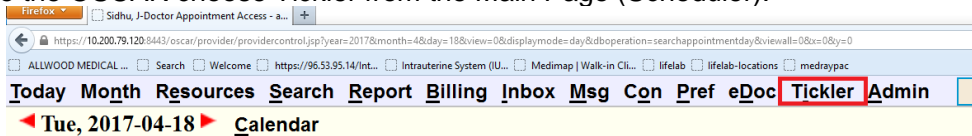
Providers Name:	Doctor,doctor
Service Code:	14560
Date From:	2012-01-01
Date To:	2016-12-31
Patient Gender:	Female
DOB from:	1948 (69)
DOB to:	1991 (25)
<b>Once all categories are filled <u>RUN QUERY</u></b>	

5. If any of the queries are filed wrong or is missing no reports will be generated.
6. Once the report is generated hit **Print** at the end of the report (Alphabetically Displays: Service Code, Practitioner, Patient Name, DOB, Age, Gender, Demo\_Link – to access patient’s Masterfile, service\_date).
  - The above query will generate the list of patients who had a pap within the last 5 years. It can also be run individually per year.
  - Surgical history search criteria have not been that effective for each doctor writes it differently once there is a set options for writing history then it will be effective.
  - All the doctors still have to lookup for the ages below 25 to make sure there were no abnormal Pap results and then they can be recalled on routine based on the new BC Cervical Screening Guidelines.
  - If the clinic only needs the list of female patients between an age group it can also be done through Main page (Schedule) **Click Reports -> Demographic Reports tool (fill the search criteria and Where)** to Run the demographic profile.

## OSCAR EMR – PAP Recalls

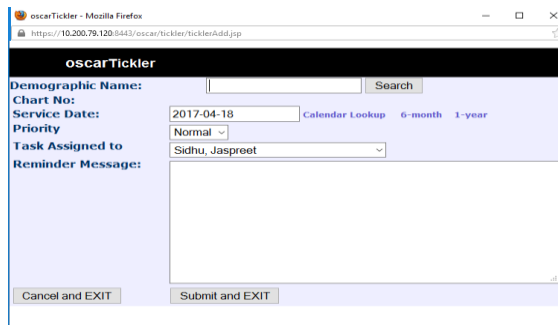
Purpose: To set reminder call for the Pap. Tickler is one of the most appropriate tool to use to set reminders for OSCAR. Tickler Alert will only display on the main page once they are due.

1. Once logged in to the OSCAR choose Tickler from the Main Page (Scheduler).

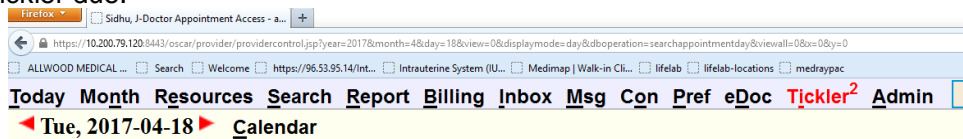


2. The OscarTickler window will open where we can add reminder for the patients.

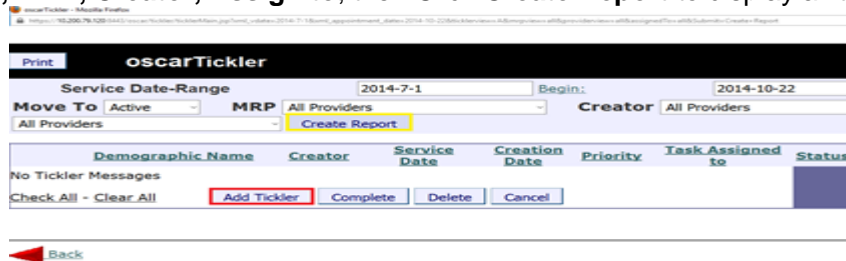
- 2.1. Click **Add Tickler** to create a reminder. It will open another screen where tickler is created. Fill the following information's: **Demographic Name (Patient), Service date (date for the reminder), Priority, Task Assigned to(MOA), Reminder Message (Pap due, last done, results).** Click **Submit and Exit** to add the reminder.



- 2.2. Once the set date for the reminder comes Tickler will have an alert on the Main page (Scheduler) with the numbers of tickler due.



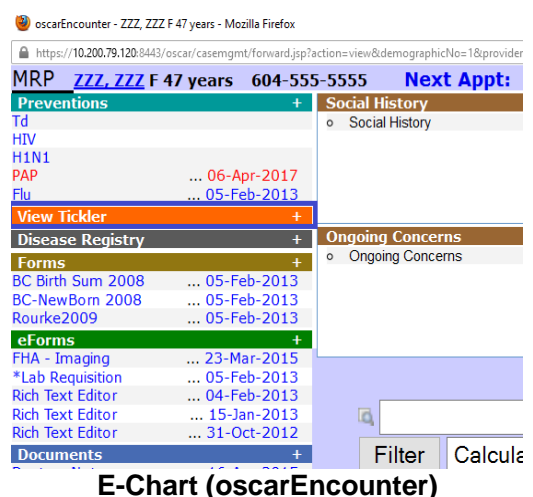
- 2.3. To create reports for a specific doctor for all the created tickler fill the following fields: **Service Date Range, Move to, MRP, Creator, Assign to;** then Click **Create Report** to display all the ticklers created.



**Note:** Tickler can also be created from the Patient's Masterfile Click **Tickler** under the **Clinical Modules** on the left side screen. It can also be added through the **oscarEncounter (E-Chart) View Tickler** on the left side of the screen.



**MasterFile**



**E-Chart (oscarEncounter)**