

## Profile EMR – PAP Queries

- Female
- 25 69 years of age
- Active
- Last seen within 5 yrs
- No hysterectomy

From the segment list (tool bar down the L side of the main Profile window), select the Clinical tab, then select Groups



Select the appropriate view from the top R. If necessary, create a view for each individual doctor. If you already have a view for each doctor, skip to Step 2.

|                          |                 | <b>6</b> . |
|--------------------------|-----------------|------------|
| View: Dr. R. Bhatti's pa | tients (active) | 🗲 Edit     |
|                          |                 |            |
|                          | Status          | Count      |
|                          |                 |            |
|                          | Active          | 5          |
|                          | Active          | 5          |









Steps 1 through 4 only need to be completed once.

If you need to create a view specific to a particular Dr, click on "Edit". Give the View Description a name (i.e. Dr. R. Bhatti's patients (active), select Group Status 🗹, select the appropriate provider, then select New

| Individual C Role: Sys Adm   | in  |          |
|--|---|----------|
| Views  |   |          |
| Dashboard drill down - pass/fail pat<br>AMH/CYMH QI Measures - patients  | ient groups for all providers<br>who have passed for me   | -        |
| Dr. R. Bhatti's patients (active   | .)  |          |
| Default View: Dr. R. Bhatti's patient  | s (active)  |          |
| View Description:  |   |          |
| Dr. R. Bhatti's patients (active)  |   |          |
| Show Patient Groups which conform<br>Privacy<br>@ Private and Shared<br>Private Only<br>Shared Only<br>Group Status<br>@ Active<br>Dusual<br>Preferred<br>Dosolete<br>Inactive<br>Active | to the following criteria:<br>Columns<br>Vame<br>DOB<br>DOB<br>Filenum<br>Age<br>Gender<br>Provider<br>Status<br>Phone<br>DLC |          |
| Patient Provider is: is<br>Group Owner is: any<br>Group Type:<br>Display the patients if there a<br>New Update   | Dr. Rajinder S. Bhatti (RB)      r      r      re fewer than 3000      Delete   | <b>¢</b> |

#### If you get a message:

The (previous) filter has been changed. Would you like to save the changes, select NO,



then select Apply near the bottom R.

### Step 2

Create a category for this new group by selecting the "New Category" icon.

|         | Gloups         |
|---------|----------------|
| Nork    | × 🕉 🍐 🗅 🗅 😽 😽  |
| linical | Dynamic Groups |









(

| Give your new category a name and select | OK |
|--|----|

|          | 23       |
|----------|----------|
| ory name |          |
|          |          |
|          |          |
| ОК       | Cancel   |
|          | ory name |

# <u>Step 3</u>

Now, to create dynamic groups, highlight your new category, and select the New Dynamic Group icon.



Enter an applicable caption (Females 69 and under) and select OK

| Group                              | 8  |
|------------------------------------|--|
| Females 69 and under               |  |
| Pap recalls                        |  |
| ✓ Shared<br>Show on Mobile Devices |  |
| Active                             | •  |
| 1                                  | •  |
|                                    |  |
|                                    | *  |
|                                    |  |
|                                    |  |
|                                    |  |
|                                    |  |
|                                    | *  |
|                                    |  |
| ок 🔤                               | Cancel   |
|                                    | Females 69 and under Pap recalls Show on Mobile Devices Active |









Set the age parameter to "Less than or equal to" "69" as well as the gender parameter "F", and the service code "is not found" to 14560 (which will automatically bring up the description shown), and select OK

|              | Presentation          |                  |            |        |   |                          |
|--------------|-----------------------|------------------|------------|--------|---|--------------------------|
|              | Caption:              | Females 69 and 1 | under      |        |   |                          |
|              | Use for filtering:    | General          |            | •      |   |                          |
|              | Age:                  | Less than or e 🔻 | 69         | ۲      | years                                     |                          |
|              | Genter:               | F -              | ]          |        |   | Filter by patient status |
| Dx C         | Code 🔻                | in problems 👻    | ever       | •      | Any 👻                                     | Capitated                |
| Serv         | vice Code             | is not found     | ever       | -      | ROUTINE PELVIC EXAM INCLUDING PAP (14560) | Enrolled                 |
| Pres         | cription              | is found         | in last 3m | -      |   | Active                   |
| (FIC3        |                       | is found         |            | -      |   | Casual                   |
| Note         | es Contain 🔻          | is found         | ever       | _      |   | Inactive                 |
| Null         | -                     | is found 👘 👻     | ever       |        | · · · · ·                                 | Transferred              |
| Item         | n has the parameters: |                  |            | *      |   | Deceased                 |
| Null<br>Item | n has the parameters: | is found *       | ever       | *<br>* |   | Deceased                 |

Create a second New Dynamic Group (Females 25 and over), by repeating the same steps as above, setting the gender parameter to F, set the age parameter to "greater than or equal" "25", and the service code "is not found" "ever" "14090", and select OK

| ilter       | Presentation        |               |       |            |       |  |                          |   |
|-------------|---------------------|---------------|-------|------------|-------|--|--------------------------|---|
|             | Caption:            | Females 25 ar | nd ov | rer        |       |  |                          |   |
|             | Use for filtering:  | General       |       |            | •     | ]  |                          |   |
|             | Age:                | Greater than  | •     | 25         | ۲     | years  |                          |   |
|             | Gender:             | F             | •     |            |       |  | Filter by patient status |   |
| Dx C        | Code 👻              | in problems   | •     | ever       | •     | Any 🔻  | Capitated                |   |
| Serv        | ice Code            | is not found  | 5     | ever       | -     | PRENATAL VISIT- COMPLETE EXAMINATION (14090) | I Enrolled               | ſ |
| Droc        | cription -          | in found      |       | in last 2m | -     |  | Active                   |   |
| Fies        |                     | is round      | _     | in idst om | - 110 |  | Casual                   | 1 |
| Note        | es Contain 🔹 🔻      | is found      | -     | ever       | -     |  | Inactive                 |   |
| Null        | •                   | is found      | -     | ever       | *     |  | Transferred              | 1 |
| Contraction | bac the parameters: |               |       |            | -     |  | Deceased                 |   |

Create a third New Dynamic Group setting gender to F, changing Dx Code to DX Description, and specifying "hysterectomy".

| ilter    | Presentation          |             |       |            |    |       |   |              |
|----------|-----------------------|-------------|-------|------------|----|-------|---|--------------|
| Caption: |                       | Hysterectom | y pat | ients      |    |       |   |              |
|          | Use for filtering:    | General     |       |            | •  |       |   |              |
|          | Age:                  | Any         | •     | 0          |    | years |   |              |
| _        | Gender                | E           | •     | 21         | 1  |       |   |              |
| Dx I     | Description -         | in problems | •     | ever       | •  | Any   | • | hysterectomy |
| Ser      | vice Code 🔹 👻         | is found    | -     | ever       | •  |       |   |              |
| Pre      | scription 👻           | is found    | -     | in last 3m | •  |       |   |              |
| Not      | es Contain 🔹          | is found    | •     | ever       | +  |       |   |              |
| Null     | •                     | is found    | *     | ever       | ×. |       |   | 1            |
| Iter     | m has the parameters: |             | Ŧ     | -          |    |       |   |              |









| Create a fourth dynamic group, provide a description, and select O | ЭK |
|--|----|
|--|----|

| New Dynamic G | roup  |
|---------------|---|
| Name:         | Qualifying female patients                        |
| Category:     | Pap recall example                                |
|               | ✓ Shared Show on Mobile Devices                   |
| Status:       | Active 🗸  |
| Privacy:      | -   |
| Owner:        |   |
| Description:  | Female, 25-69, Active, Seen within the last 5 yrs |
|               | *   |
|               | OK Cancel   |

Where it says, Use for filtering, click on the drop down arrow - and select Stored Query, then select Edit stored query

| ilter | Presentation            |                   |
|-------|-------------------------|-------------------|
|       | Caption:                |                   |
|       | Use for filtering Store | Query             |
|       |                         |                   |
| Show  | / if patient            | Edit Stored Query |
| 0 In  | find objects results    |                   |

Near the top L, make sure the Object is set to Patient. Scroll down the list of Patient objects, until you see the fields you need (near the bottom). From here you can drag them from the L side to the R bottom panel as required. Note that you will have to drag DOB over twice. Make sure your conditions are all set to "and" instead of "or".

|  |   | 1 22 0/1                                    | Townshi   | 100     |                                     |                                  |  |        |  |
|--|---|---|---|---------|-------------------------------------|----------------------------------|--|--------|--|
| 🗀   🚩 🖳   🖙 🧃<br>Object  |   | Select                                      |   | 100 SEC |                                     |                                  |  |        |  |
| Patient  | - | + Colum                                     | n   | Name    | Sort                                | Count                            | Sum A  | vg Min | Max  |
| Co Wait List   |   | Patier                                      | nt - FileNum  | FileNum | None                                | 220                              |  |        |  |
| WhiteBoard   |   | ~ -   |   |         |                                     |                                  |  |        |  |
| Work Address   |   |   |   |         |                                     |                                  |  |        |  |
| Cell Phone   |   | 4   |   |         |                                     |                                  |  |        |  |
| 120 B 20 B   |   |   |   |         |                                     |                                  |  |        |  |
| Codes  |   | -   |   |         |                                     |                                  |  |        |  |
| <ul> <li>Codes</li> <li>Country of Birth</li> </ul>  |   | +   |   |         |                                     |                                  |  |        |  |
| <ul> <li>Codes</li> <li>Country of Birth</li> <li>Date First Seen</li> </ul>   |   | +   |   |         |                                     |                                  |  |        |  |
| <ul> <li>Codes</li> <li>Country of Birth</li> <li>Date First Seen</li> <li>Date Last Changed</li> </ul>  | m | +   |   |         |                                     |                                  |  |        |  |
| <ul> <li>Codes</li> <li>Country of Birth</li> <li>Date First Seen</li> <li>Date Last Changed</li> <li>Date Last Contact</li> </ul>                         | W | ♥<br>Where                                  | 1   |         |                                     | Ť                                |  |        | Ť  |
| <ul> <li>Codes</li> <li>Country of Birth</li> <li>Date First Seen</li> <li>Date Last Changed</li> <li>Date Last Contact</li> <li>Date Last Seen</li> </ul> | W |   | Column  |         | Name                                | Cond                             | lition   |        | Value  |
| Codes     Country of Birth     Date First Seen     Date Last Changed     Date Last Contact     Date Last Seen     DOB     DOB                              | W | Where<br>+                                  | Column<br>Patient - Sex   |         | Name                                | Conc<br>is eq                    | lition<br>ual to                                       |        | Value  |
| Codes     Country of Birth     Date First Seen     Date Last Changed     Date Last Changed     Date Last Seen     DOB     DOD     Email                    |   | Where<br>+<br>X<br>and                      | Column<br>Patient - Sex<br>Patient - Status                                   |         | Name<br>Sex<br>Status               | Cond<br>is eq                    | lition<br>ual to<br>ual to                             |        | Value<br>F<br>Active                           |
| Codes     Country of Birth     Date Irist Seen     Date Last Changed     Date Last Contact     Date Last Seen     DOB     DOD     E-mail     Cmail         | Ŧ | Where<br>+<br>×<br>and<br>and<br>and        | Column<br>Patient - Sex<br>Patient - Status<br>Patient - DOB                  |         | Name<br>Sex<br>Status<br>DOB        | Cond<br>is eq<br>is eq           | lition<br>ual to<br>ual to<br>eater than               | 6      | Value<br>F<br>Active<br>today-70y              |
| Codes Country of Birth Date Irist Seen Date Last Contact Date Last Seen Dote Last Seen DOB DOB CoD Vith Patient: including                                 | • | Where<br>X<br>A<br>and<br>and<br>and<br>and | Column<br>Patient - Sex<br>Patient - Status<br>Patient - DOB<br>Patient - DOB |         | Name<br>Sex<br>Status<br>DOB<br>DOB | Cond<br>is eq<br>is eq<br>is gru | lition<br>ual to<br>ual to<br>eater than<br>than or eq | ual to | Value<br>F<br>Active<br>today-70y<br>today-25y |









Scroll back up the Object list until you find the Encounter folder. Click to expand it, then scroll down until you see the parameter "Occurred". Drag this over to the bottom R panel as well. Select the Value field boxes to enter the desired values, exactly as shown below, then select OK for this screen and the next.



### Step 4

Highlight the four dynamic groups you've created (by holding down the <Shift> key while selecting the four groups), and select the New Intersection Group icon.

| sk ⇔     | Groups                     |          |   |     |  |  |  |
|----------|----------------------------|----------|---|-----|--|--|--|
| Work     | (X X \$60 3   5 5          | 12 1 1 2 |   | • @ |  |  |  |
| Clinical | Dynamic Groups             |          |   | Sta |  |  |  |
| 8        | Name                       | Status   | * | Nan |  |  |  |
|          | Qualifying female patients | Active   |   | Ð-( |  |  |  |
| Groups   | 🖻 🗂 Pap recalls            |          |   |     |  |  |  |
| 911      | 🗌 🧑 Qualifying patients    | Active   |   |     |  |  |  |
| 23       | - 🖧 Hysterectomy           | Active   |   |     |  |  |  |
|          | - 🖧 Females 25 and over    | Active   |   |     |  |  |  |
| reening  | 🚽 🧑 Females 69 and under   | Active   | + |     |  |  |  |









Give your compound group a name. Highlight the "Hysterectomy patients" group, and toggle the hysterectomy group to "Not", so patients that have had a hysterectomy will *not* be included. Note the logic explained at the bottom.

| Definition     | Comparison         | Presentation     |                   |           |                |
|----------------|--------------------|------------------|-------------------|-----------|----------------|
| Eave           | Add AND            | Add OR To        | ggle: 🗣 AndOr     | Not Add   | X Remove       |
| Name:          | PAP recalls        |                  |                   |           |                |
| Category:      | Composite Patier   | nt Groups        |                   |           |                |
| Status:        | Active             | •                | V Shared          | Show on N | 1obile Devices |
| Structure      |                    |                  |                   |           | Descriptio     |
| 🗆 👻 AND        | )                  |                  |                   |           | -Unions        |
| - 200 (        | Qualifying patient | s                |                   |           | L – 🗖          |
| - <b>5</b> 6 1 | Not Hysterectomy   | r                |                   |           |                |
|                |                    |                  |                   |           |                |
| "Qualifying    | patients" AND NO   | DT "Hysterectomy | (" AND "Females 2 | 5 and     |                |

This part is optional. It essentially makes your report look pretty. Select the "Presentation" tab. Here, you can adjust the column widths so the report looks the way you want it to, when printed. These are the settings I used:

| Definition Comparison Presen        | tation                       |       |          |               |  |
|-------------------------------------|------------------------------|-------|----------|---------------|--|
| Get Presentation settings from: Fro | om Patient Group if assigned | •     |          |               |  |
| Column                              | Name                         | Width | Autosize | Justification |  |
| V Name                              | Name                         | 140   |          | Left          |  |
| DOB DOB                             | DOB                          | 55    |          | Left          |  |
| 🗸 Filenum                           | Filenum                      | 90    |          | Right         |  |
| V Age                               | Age                          | 60    |          | Right         |  |
| 🗸 Gender                            | Gender                       | 48    |          | Center        |  |
| V Provider                          | Provider                     | 60    |          | Center        |  |
| ✓ Status                            | Status                       | 60    |          | Left          |  |
| V Phone                             | Phone                        | 210   |          | Left          |  |
| V DLC                               | DLC                          | 72    |          | Left          |  |









Your new group, made up of the various qualifying patients, will show up in the bottom R corner, under Unions and Intersections, Composite Patient Groups.

| Dynamic Groups  |   |   | Static Groups |  |   |   |   |  |  |
|---|---|---|---------------|--|---|---|---|--|--|
| Name  | Status  | • | Name          |  |   |   |   |  |  |
| 🚯 Asthma  | Active  |   | E 🗅 St        | atic Patient Gro   | iups  |   |   |  |  |
| Pap screening recails     Pap screening recails     Pap screening recails     Pap screening recails     Pap test not current     Pap test not current | Active<br>Active<br>Active<br>Active  |   | 5000          | Vitamin D test<br>Vitamin D test<br>Vitamin D test<br>Vitamin D test<br>Vitamin D test | ted (or any<br>ted (or any<br>ted (or any<br>ted (or any<br>ted (or any | mention) or<br>mention) or<br>mention) or<br>mention) or<br>mention) or | 19 Jul 2013 10:38 am<br>19 Jul 2013 10:32 am<br>19 Feb 2013 9:10 am<br>128 Jan 2013 9:33 am<br>109 Jan 2013 9:15 am |  |  |
| 😑 🛅 Pap recall example  |   |   | -6            | Congestive H   | eart Failure  | on 05 Dec   | 2012 10:05 am   |  |  |
| Hysterectomy patients     By Pap test not current 25 a     By Pap test not current 69 a     By Qualifying female patients                             | Pap recail example           Pig precail example           Pig prec |   |               | Vitamin D test<br>Vitamin D test<br>Vitamin D test<br>Vitamin D test                   | ted (female:<br>ted (or any<br>ted (or any<br>ted (or any               | s only) on 2<br>mention) or<br>mention) or<br>mention) or               | 1 Nov 2012 10:56 am<br>1 06 Nov 2012 9:37 am<br>1 10 Oct 2012 9:41 am<br>1 03 Apr 2012 11:19 am                     |  |  |
| Patients in group ""  |   |   |               |  |   |   | Unions and Intersections  |  |  |
| Patient   |   | F | ileNum        | DOB  | Age   | Gender  | Groups  |  |  |
|   |   |   |               |  |   |   | Composite Patient Groups  |  |  |

### Step 5

To run your report, select the View for the appropriate doctor (top R corner). This will determine which doctor's patients to run this report against. Select the composite group you've created, and click the Run icon.

| sroups   | •  |      |                 |   |  |  | M  |
|--|--|------|-----------------|---|--|--|--|
| ษ 🔄 🗅 🖒 🐣 🖓 🗙   🕨<br>ynamic Groups   | h 🔁 🕄  |      | Static Groups   | <b>b *</b>  | Map: Po  | int Blodc Export: Full List XML Import ▼ View  | Dr. R. Bhatti's patients (active)  |
| Name   | Status   | -    | Name            |   |  |  | Status   |
| 0: Astima       0: Pap oscrening recalls       0: Pap oscrening recalls       0: Pap test not specifying dr - Pau.       0: Pap test not current       0: Qualifying female patients | Active<br>Active<br>Active<br>Active<br>Active<br>Active<br>Active<br>Active<br>Active | 4 11 | State Attem 100 | ups<br>red (or any<br>red (or any | mention) on<br>mention) on<br>mention) on<br>mention) on<br>on 05 Dec :<br>s only) on 2<br>mention) on<br>mention) on<br>mention) on | 19 Jul 2013 10:38 am<br>19 Jul 2013 10:32 am<br>19 Feb 2013 9:10 am<br>28 Jan 2013 9:33 am<br>09 Jan 2013 9:35 am<br>2012 10:05 am<br>1Nov 2012 10:56 am<br>1Nov 2012 9:37 am<br>10 Oct 2012 9:41 am<br>03 Apr 2012 11:19 am | Active<br>Active<br>Active<br>Active<br>Active<br>Active<br>Active<br>Active<br>Active<br>Active<br>Active |
| ) Patients in group ""   |  |      |                 |   |  | Unions and Intersections   |  |
| Patient  |  |      | FileNum DOB     | Age   | Gender   | Groups   |  |
|  |  |      |                 |   |  | Composite Pauent Groups     One Pap recall example   |  |

Your results will show up in the bottom Left corner. From here you can sort the list by clicking on the column heading. You can also print the list, or highlight an individual name and access that patient's file. Note that a patient count is also given. Also, note that this report will not account for patients that have had their PAP test done elsewhere, unless the results have been entered into Profile.







Once the report has run, MOA's can work through the list as follows:

- Check if the patient is really Active within the clinic. If not, go into "Alter Patient", select "Inactivate", click on the Inactivation reason box, click on the ellipses (...) and select the correct reason, then click OK
- 2. Check if the patient has had their PAP done elsewhere. Check patient results and look for Gynecological Cytology Report.
  - YES Create a task for the appropriate MOA. In the subject, put the year first, followed by month and date, then duration of recall (ie. Subject: 2019m Apr 20 PAP recall, 2 yr). Set the due date for the appropriate time frame (6 mos /1 yr / 2 yr / 3 yr) from the date of the most recent Gynecological Cytology Report (PAP result).

|              | idure cog       |                  |     |                        |                                      |  |  |
|--------------|-----------------|------------------|-----|------------------------|--------------------------------------|--|--|
| Subject:     | PAP recall      |                  |     |                        |                                      |  |  |
| Holder:      | Provider/User 🔻 | Anita Moller (AM | 2   | Patient:               | t: test for Anita, test (1422197420) |  |  |
| Due:         | 20 Apr 2017     | Time: 1:49 PM    | 1   | Priority:              | : @ Normal                           |  |  |
|              | no linked items |                  |     | Stat <u>u</u> s:       | Pending                              |  |  |
| Type:        |                 |                  |     | Case:                  |                                      |  |  |
| Creator:     | ADMIN           |                  | POS | Privacy:               |                                      |  |  |
|              |                 |                  |     | Advise when due:       | None                                 |  |  |
|              |                 |                  | Α   | dvise Holder activity: | None                                 |  |  |
| Explanation  | and Links:      |                  |     |                        |                                      |  |  |
|              |                 |                  |     |                        |                                      |  |  |
| ctivity Note | is:             |                  |     |                        |                                      |  |  |

NO Call patient and arrange an appointment for their PAP test. If unable to arrange for some reason (not home, no answer, etc.) create a task for the appropriate MOA with today's date as the due date, and PAP recall as the subject. Enter any appropriate Activity Notes.

| 🚯 Task        |                  |                 |           |                         |                         |            |
|---------------|------------------|-----------------|-----------|-------------------------|-------------------------|------------|
|               | ) 🗸 🖪 🔍          | 0 10 CH         | A A A     | 新奈吉  田 俳                | 俳 📓 🕽                   |            |
| Task /        | Audit Log        |                 |           |                         |                         |            |
| Subject:      | PAP recall       |                 |           |                         |                         |            |
| Holder:       | Provider/User 🔻  | Anita Moller (A | <u>M)</u> | Patient:                | test for Anita, test (1 | 422197420) |
| Due:          | 20 Apr 2017      | Time: 1:49      | M         | Priority:               | Normal                  | •          |
|               | no linked items  |                 |           | Statys:                 | Pending                 | •          |
| Type:         |                  |                 |           | Case:                   |                         | •          |
| Creator:      | ADMIN            |                 | POS       | Privacy:                |                         | •          |
|               |                  |                 |           | Advise when due:        | None                    | •          |
|               |                  |                 |           | Advise Holder activity: | None                    | -          |
| Explanation   | and Links:       |                 |           |                         |                         |            |
| Activity Note | s:               |                 |           |                         |                         |            |
| Left messag   | e ADMIN on 20 Ap | r 2017 at 1:52  | PM        |                         |                         | \$         |
|               |                  |                 |           | ОК                      | Cancel Sav              | Return     |

NOTE: Typing idt\ after "Left message" will insert the user's ID, as well as the current date and time (Typing: Left message idt\ results in Left message ADMIN on20 April 2017 at 1:52 PM

3. Looking at the MOA's task list, sorted by descending due date:

| Back 👳     | Ta | isks  |             |          |                                  |                      |              |         |          |
|------------|----|-------|-------------|----------|----------------------------------|----------------------|--------------|---------|----------|
| Work       |    | ) 🐴   | 1 A O .     | / 😡 🖃 🖣  | 🚡 🗘 🔀 🕴 View Pending t           | asks for others      |              |         | 💌 Ed     |
|            |    | Find: | in subject  | ▼ Show   | only 🔻                           |                      |              |         | de Go    |
| Today      | 0  | ۹     | Date        | Time     | Subject                          | Patient              | Holder       | Status  | Туре     |
|            |    |       | 19 Apr 2017 | 09:55 AM | PAP recall - 6 month             | test for Anita, test | Anita Moller | Pending | PAP Reca |
| Ø          |    |       | 20 Apr 2017 | 01:49 PM | PAP recall                       | test for Anita, test | Anita Moller | Pending |          |
|            | 0  |       | 20 Apr 2018 | 10:12 AM | 2018 Apr 20 - PAP recall - 1 yr  | test for Anita, test | Anita Moller | Pending | PAP Reca |
| pointments | 0  |       | 20 Apr 2019 | 08:00 AM | 2019, Apr 20 - PAP recall - 2 yr | test for Anita, test | Anita Moller | Pending | PAP Reca |
| - COLORE - | 9  |       | 20 Apr 2019 | 09:38 AM | PAP recall -2 yr                 |                      | Anita Moller | Pending | PAP Rec  |
| 100        | 0  |       | 20 Apr 2019 | 09:50 AM | PAP recall (2 vr)                |                      | Anita Moller | Pending | PAP Rec  |









Note: If the physician has received the recall notice, while in the patient's chart, the provider can create a new task for the appropriate MOA by selecting the Task icon Task and selecting Create a New Task

| V DOCK H        | a | <u> </u> | 5           |              | 54               |                        |
|-----------------|---|----------|-------------|--------------|------------------|------------------------|
| 💯 Overview      |   | ] 🐴      | 9 M 8       | 🗸 👷          | \$ 🛛             | View All Pending Tasks |
| 🐠 Summar y      | F | ind:     | in subject  | <b>▼</b> ][s | Show only        | •                      |
| Encounters      | 0 | ۲        | Date        | Time         | Subject          |                        |
| 🕉 Measures      | 9 | ٠        | 20 Apr 2019 | 09:38 AM     | PAP recall -2 yr |                        |
| 7 Results       |   |          |             |              |                  |                        |
| 📸 Tasks         |   |          |             |              |                  |                        |
| 🐑 Care Plans    |   |          |             |              |                  |                        |
| 🔨 Immunisations |   |          |             |              |                  |                        |
| 😹 Forms         |   |          |             |              |                  |                        |
| Documents       |   |          |             |              |                  |                        |

This is an example of the MOA's task list, sorted by descending Date.

| Tasks |       |             |          |                                  |  |  |  |  |  |
|-------|-------|-------------|----------|----------------------------------|--|--|--|--|--|
|       | ) 🐴   | 9 🕅 🔮       | 🗸 💱 🗐    | 🖶 😂  😨 👘 View P                  |  |  |  |  |  |
| F     | Find: | in subject  | - Show   | v only 👻                         |  |  |  |  |  |
| 9     | ٠     | Date        | Time     | Subject                          |  |  |  |  |  |
| ≙     | ۲     | 19 Apr 2017 | 09:55 AM | PAP recall - 6 month             |  |  |  |  |  |
| ≙     |       | 20 Apr 2017 | 01:49 PM | PAP recall                       |  |  |  |  |  |
| 9     |       | 20 Apr 2018 | 10:12 AM | 2018 Apr 20 - PAP recall - 1 yr  |  |  |  |  |  |
| Θ     |       | 20 Apr 2019 | 08:00 AM | 2019, Apr 20 - PAP recall - 2 yr |  |  |  |  |  |
| Θ     | ۹     | 20 Apr 2019 | 09:38 AM | PAP recall -2 yr                 |  |  |  |  |  |
| Θ     |       | 20 Apr 2019 | 09:50 AM | PAP recall (2 yr)                |  |  |  |  |  |







To determine what percentage of qualifying patients have not had a PAP test done in the last 5 years, while the correct Provider is selected in the "View" at the top R corner, Under Dynamic Groups, highlight the "Qualifying Female Patients" group, and select the "Run" icon.

This will give you a count of the total female patients qualifying for this particular project.



When you run the report in Step 5, you will get a count of all qualifying patients that have not had PAP tests done in the last 5 years. That number, divided by the total Female Qualifying Patients will tell you what % of female patients need PAP tests scheduled, for the purpose of this project.

(In this example, 449 / 663 = 68%)





