Recording HMP

(Mammogram, Colonoscopy, Pap)

When recording last “medical event”, such as a mammogram, colonoscopy or pap smear, follow these simple steps:

Remember to use Chart Update when recording events

1. Check mark Health Maintenance in the Active problem list, and right click on the selected order.
   a. Choose “Reported Order”
2. Verify the Record without ordering is checked.
   a. Under Additional details select the “Done” Calendar and place the date the event took place.
3. The HMP component in the Clinical Desktop view will now display the Most Recent date and time of said event.
Using this information to set up recurring orders

A user may use this HMP information to create recurring orders using these simple steps:

1. From the HMP component in the Clinical Desktop, right click the most recent order and select “Order” from the drop down.
2. Select the information needed to generate specified order. This may include:
   a. Selecting the Recurrence type (daily, weekly, monthly or yearly)
   b. Select a Start date (next month)
   c. Select number of occurrences. (for 4 months, etc)
3. The HMP component in the Clinical Desktop now displays the “To Do” date and time. Once the date passes, this “To Do” item will disposition into the incomplete column.