

5 – Creating Hotlinks

1. Choose **Review** tab then click on **edit** next to HED Reviews.



2. Select the Reviews you want to Hotlink by clicking the drop down box.

Flowsheet Hotlink 1 (from Primary Facility list):	Physician 24H Summary
Flowsheet Hotlink 2 (from Primary Facility list):	I&O Summary
Flowsheet Hotlink 3 (from Primary Facility list):	Glucose Review
Flowsheet Hotlink 4 (from Primary Facility list):	None
Flowsheet Hotlink 5 (from Primary Facility list):	None
Flowsheet Hotlink 6 (from Primary Facility list):	None

3. Click on **Save** and you will see the Hotlinks you selected on your Review tab.

Hotlinks: [Physician 24H Summary](#) [I&O Summary](#) [Glucose Review](#)

6 – Diagnosis and Coding

1. Choose Diagnosis tab.
2. Select your patient from the Patient Navigation drop down or your census.

STAR Diagnosis and Procedures		
Diagnoses from Visit Data		
Adm. Diagnosis: CHEST PAIN		Working Diagnosis: CHEST PAIN
Diagnosis List from MR Abstracting		
Type of Diagnosis	Code	Description
Admitting	786.50	CHEST PAIN NOS
Principal	428.33	AC ON CHR DIAST HRT FAIL
Secondary (1)	424.1	AORTIC VALVE DISORDER
Secondary (2)	428.0	CHF NOS
Secondary (3)	427.31	ATRIAL FIBRILLATION
Secondary (4)	401.9	HYPERTENSION NOS
Secondary (5)	250.00	DMII W/O CMP INT ST UNCTR
Secondary (6)	285.29	ANEMIA-OTHER CHRONIC DIS
Secondary (7)	714.0	RHEUMATOID ARTHRITIS
Secondary (8)	530.81	ESOPHAGEAL REFLUX
Secondary (9)	244.9	HYPOTHYROIDISM NOS
Secondary (10)	V58.61	LONG-TERM USE ANTICOAGUL

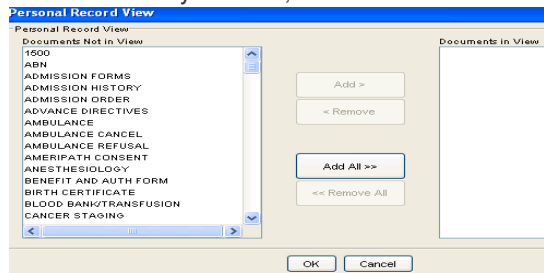
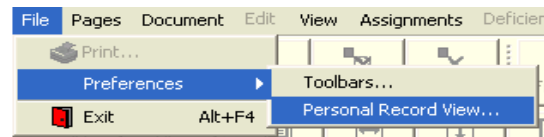
3. Select a previous visit from the Patient Navigation drop down for the patient to see diagnosis and procedure codes.

* Coding is done after a patient is discharged so you will not see codes on patients still active.

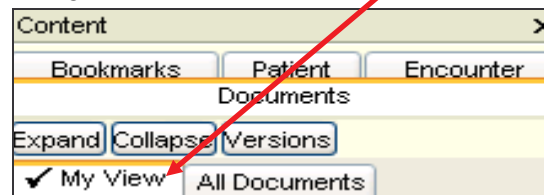
7 – Creating Your Record View

You can create a **personal record view** under the medical records viewer to include just the document types you need. To configure your personal record view, complete the following steps:

1. Select a patient from your census.
2. Click on the Medical Records tab then click View Documents if the viewer does not launch automatically.
3. Click File then Preferences then Personal Record View.
4. Click on the document names you want to include in your personal record view. When the Documents in View list has all the documents you need, click OK.



5. The **My View** tab will now include the documents you selected for your record view.



6. If you want to see **All** documents again, just click on the Tab to the **right** of my view.

Physician Portal Advanced Quick Reference Guide



This Reference Guide has been prepared to help you navigate advanced functions in the Health Central Physician Portal. This guide assumes you are already familiar with the use of Physician Portal.

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To launch **Physician Portal** from designated Health Central computers, double click the icon labeled **Physician Portal**.

Access Portal from your home or office
Open Internet Explorer type in the URL
<https://caq.health-central.org>

Download the Citrix Client if needed. Log into Citrix. Click on the Physician Portal icon then input your Portal username and password.

Contact the IT Help Desk
407-296-1050 for assistance.

