

Instant Medical History QuickStart

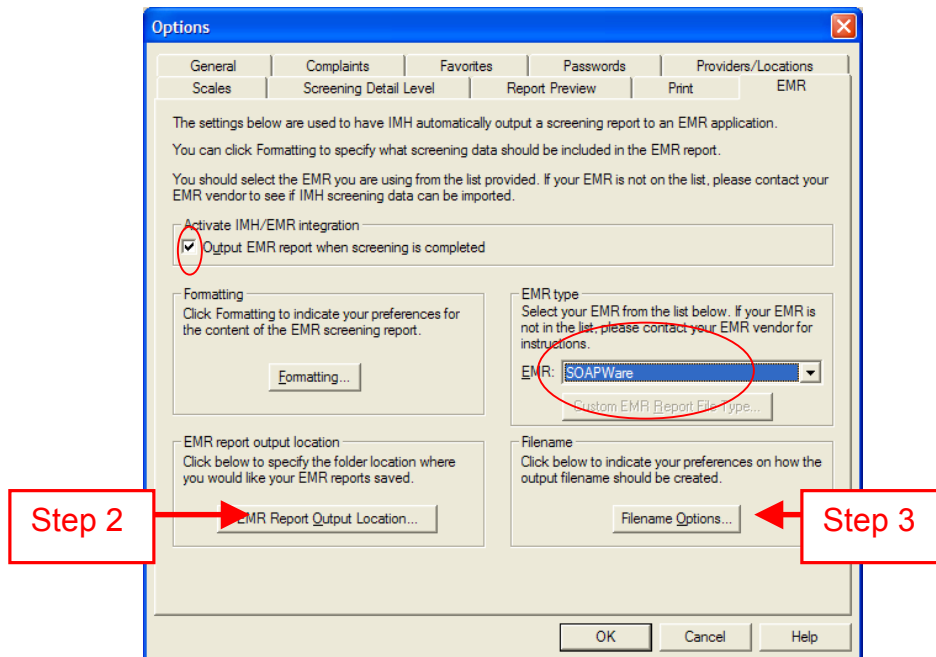
The Instant Medical History (IMH) application software is patient interview software. Patients enter information that allows IMH to generate preliminary documentation to make the your documentation faster. IMH reduces the time needed to interview a patient and record all of the responses. In all cases, the physician will still need to review the information recorded, and in some cases may wish to add additional information.

Using IMH and SOAPware together is as easy as Part A, Part B, Part C. This section will show you how to get the two programs communicating with each other. For detailed instructions about using IMH in your practice, please read the IMH manual called “Instant Medical History” that is included on the IMH installation disk.

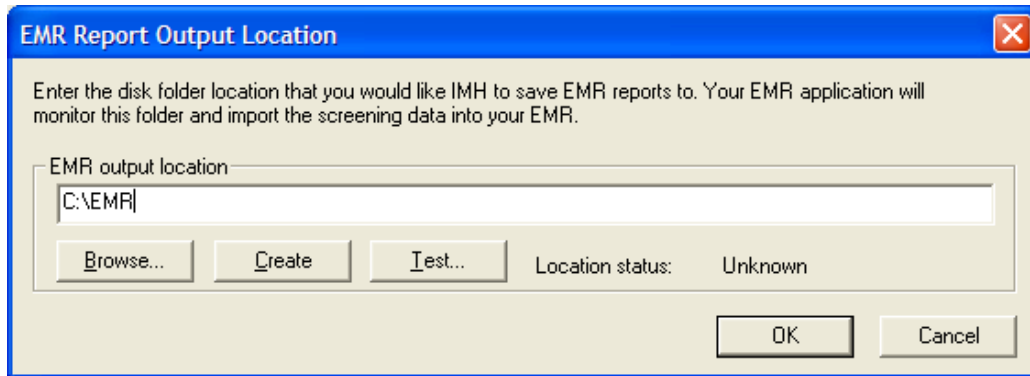
IMPORTANT: THE DATA DIRECTORY MUST BE IDENTICAL IN SOAPWARE AND IMH

Part A) Creating the data flow from IMH to SOAPware

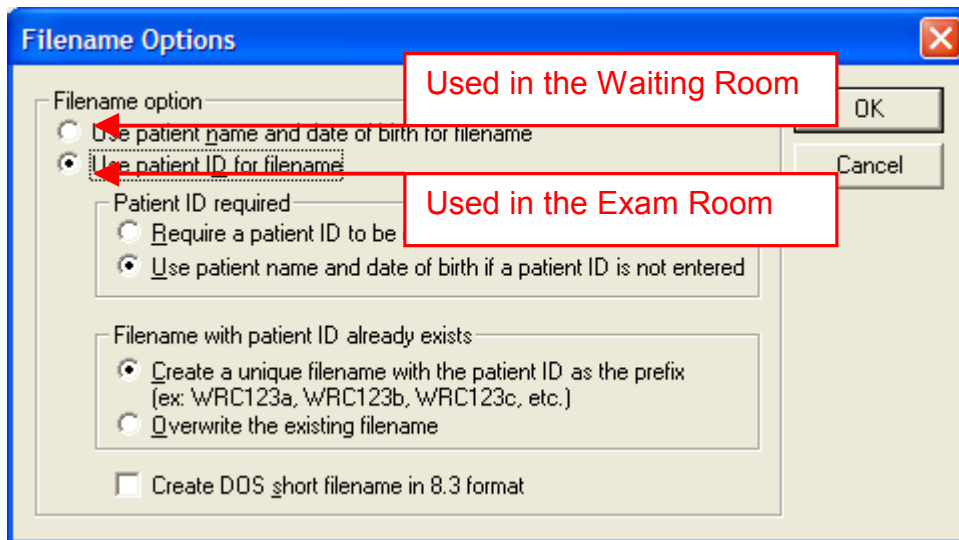
For these 3 steps, select the EMR option in the IMH Tools | Options menu. Click the “Output EMR Report when screening is completed” button and then move to the EMR type box. A list will appear; from which “SOAPware” should be selected.



Step 2: Use the “EMR report output location” button to define the output path where you would like to send the information when IMH completes an interview. Please be sure this matches the data directory you select setting up the interface in SOAPware



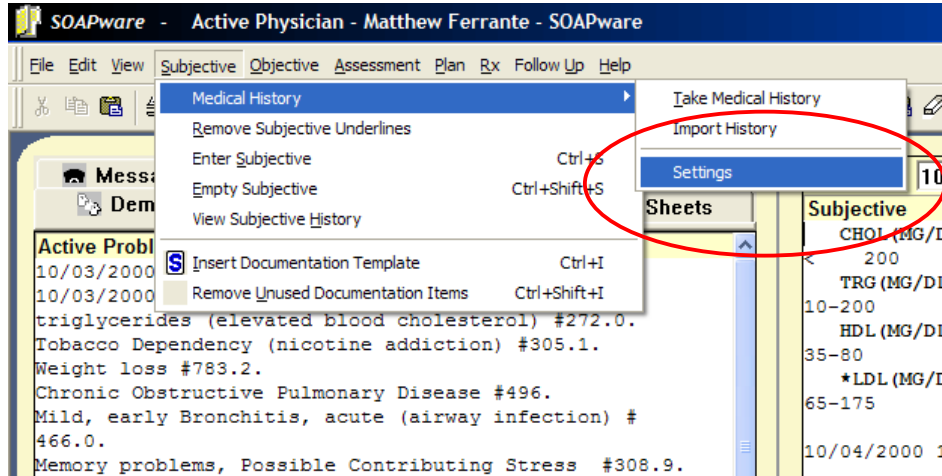
Step 3: How IMH writes the file name depends on how you will be using it. If you will be having patients complete the interview in the exam room, please be sure that Instant Medical History writes the file with the Chart Number. You may wish to check “Require a Patient ID to be entered” to avoid importation problems. If you will be having patients complete IMH from the waiting room, you may wish to use the Patient Name as the file name instead, so that you will be able to find it more easily. The information is sent in a format designed for SOAPware, and you are now ready to use IMH.



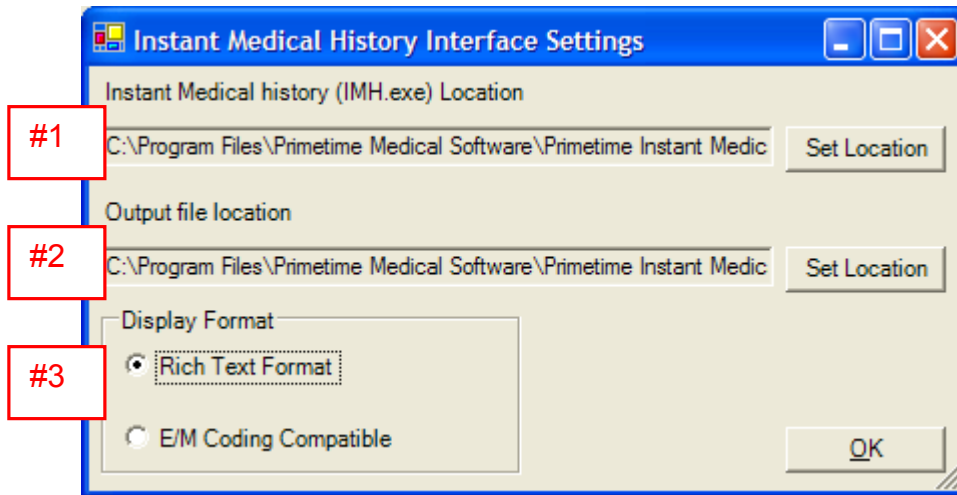
You may now wish to proceed to the Screening Level of Detail to adjust the length and focus of the questionnaires or to Favorites to establish easy access to some common screenings. Please note, you must be logged on to your computer as an Administrator for these changes to be saved.

Part B) Creating the data flow from IMH to SOAPware

To configure SOAPware, please a Patient Chart and choose Subjective | Medical History | Settings



The following dialog box should appear:



There are 3 things to check in the box. The first thing is the location of Instant Medical History. In most cases, this will be the default. However, if you installed Instant Medical History in a different location, please Set Location to the directory containing IMH.exe

Next, please be sure the Output file location is the same directory that you set in Part A, Step 2.

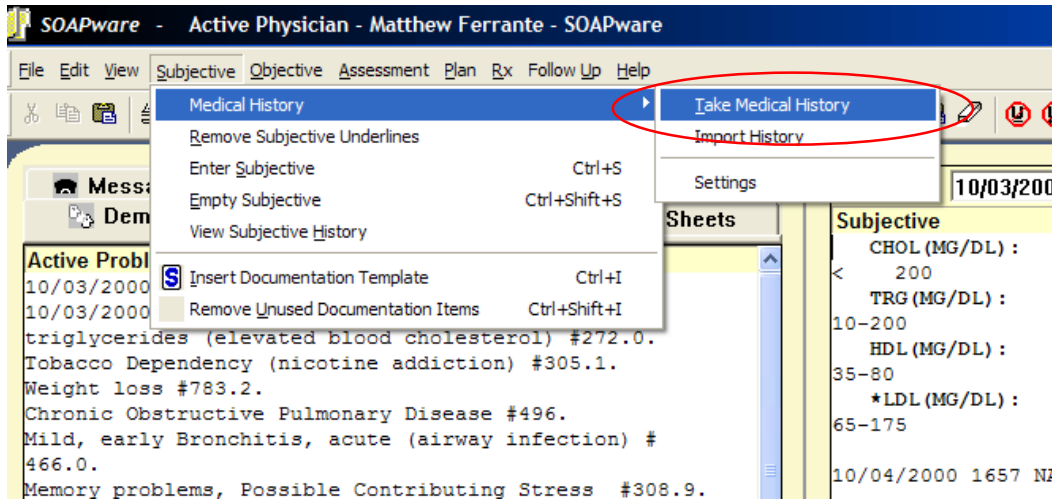
Finally, most practices will select Rich Text Format as the Display Format for the imported information.

At this point, all of the configuration work is done. You will only need to make adjustments if you wish to change the appropriate folders.

Part C) Patient Usage of the System in the Exam Room

Each patient arrives at the clinic for his/her appointment. The patient can use IMH in the waiting room, in the exam room, or any other space that you have arranged for the convenience and privacy of your patients. You may wish to have your staff assist the patient for a few minutes in getting started using IMH, especially the first few times they use it. An example 'Patient Instruction Sheet' is at the end of this QuickStart.

If the patient is going to complete IMH in the waiting room, please have the nurse or medical assistant open the patient's chart in SOAPware. When ready, please select Subjective | Medical History | Take Medical History

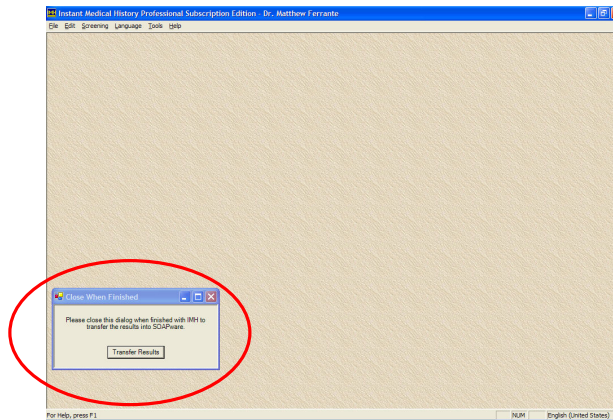


This transfers the patient's information to Instant Medical History. The next step is to enter the patient's reason for visit or select it from the menu/favorites

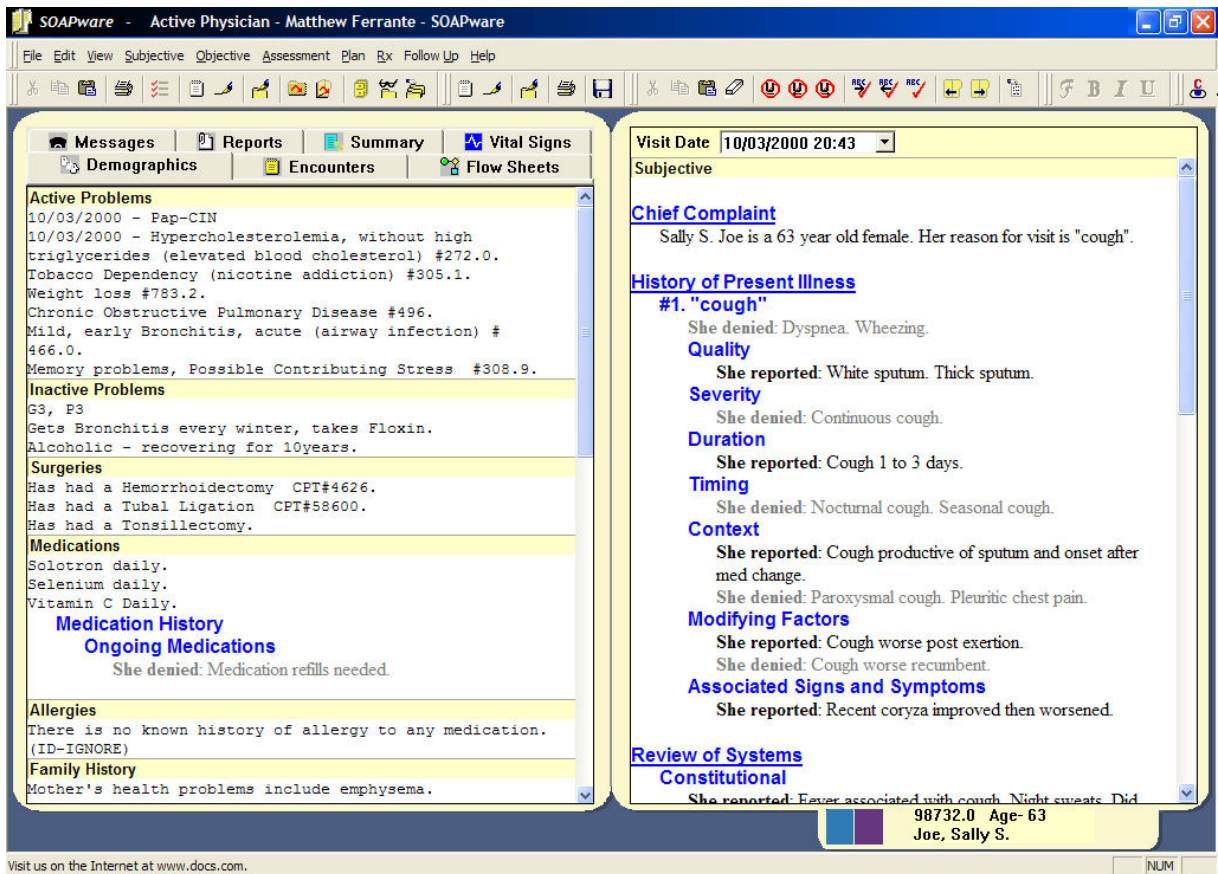
When you first begin using Instant Medical History™, you will have some uncertainty about this, which is natural. Instant Medical History™ contains a large number of different questionnaires, and it is difficult to familiarize yourself with the entire list at first. We recommend that you start with a small group of questionnaires to start with, and gradually expand your use of the software as your familiarity with it increases.

Please review the "Enter the Chief Complaint" chapter of "Using Instant Medical History" for important details about getting patients started on the best possible set of questions. Once IMH finishes, it notifies the patient to wait for the nurse, or may optionally give the patient some instructions that you customize about how to proceed next. Instant Medical History™ should be configured with passwords to keep patients and other unauthorized users from viewing the output.

When you enter the exam room, the screen will look like the following picture. Please click on "Transfer Results" to move the patient history information into SOAPware.



With everything configured correctly, you should see a screen comparable to this:



Part C) Patient Usage in the Waiting Room or over the Internet

If the patient is completing IMH in the waiting room, there is one additional screen at the beginning for the patient to enter their name, Date of Birth, and gender.

Start a New Screening

Enter Patient Information (Who are you?)

Please enter the information requested below. You may use the TAB key to move between fields or you may click the mouse on the field you want to change.

Patient's name

First: Middle: Last:

Test Patient

Date of birth

Month (1-12) Day Year (ex: 1953)

05 05 1950

Gender

Male Female

Patient ID

Usually your chart number. The provider or nurse will give you the information to enter here if required. Otherwise, you can leave the ID blank.

< Back Next > Cancel

To bring in the history completed in the waiting room, please open the patient's chart and choose Medical History then Import History.

SOAPware - Active Physician - Matthew Ferrante - SOAPware

File Edit View Subjective Objective Assessment Plan Rx Follow Up Help

Medical History

Remove Subjective Underlines

Enter Subjective Ctrl+S

Empty Subjective Ctrl+Shift+S

View Subjective History

Insert Documentation Template Ctrl+I

Remove Unused Documentation Items Ctrl+Shift+I

Take Medical History

Import History

Settings

Enter Here

Subjective

Active Problem

10/03/2000

10/03/2000

triglycerides (elevated blood cholesterol) #272.0.

Tobacco Dependency (nicotine addiction) #305.1.

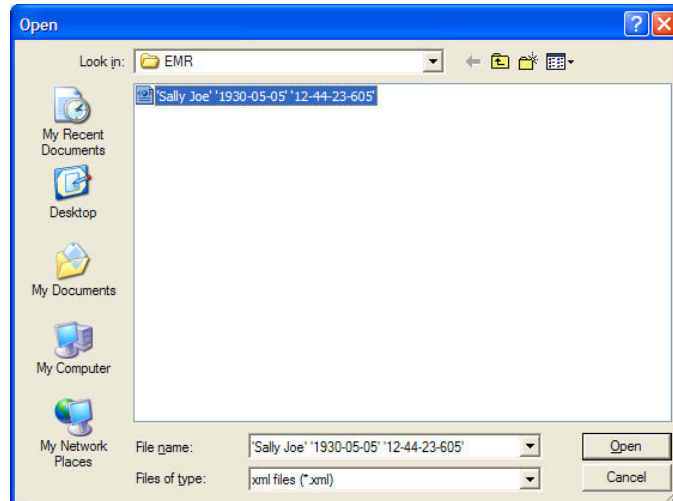
Weight loss #783.2.

Chronic Obstructive Pulmonary Disease #496.

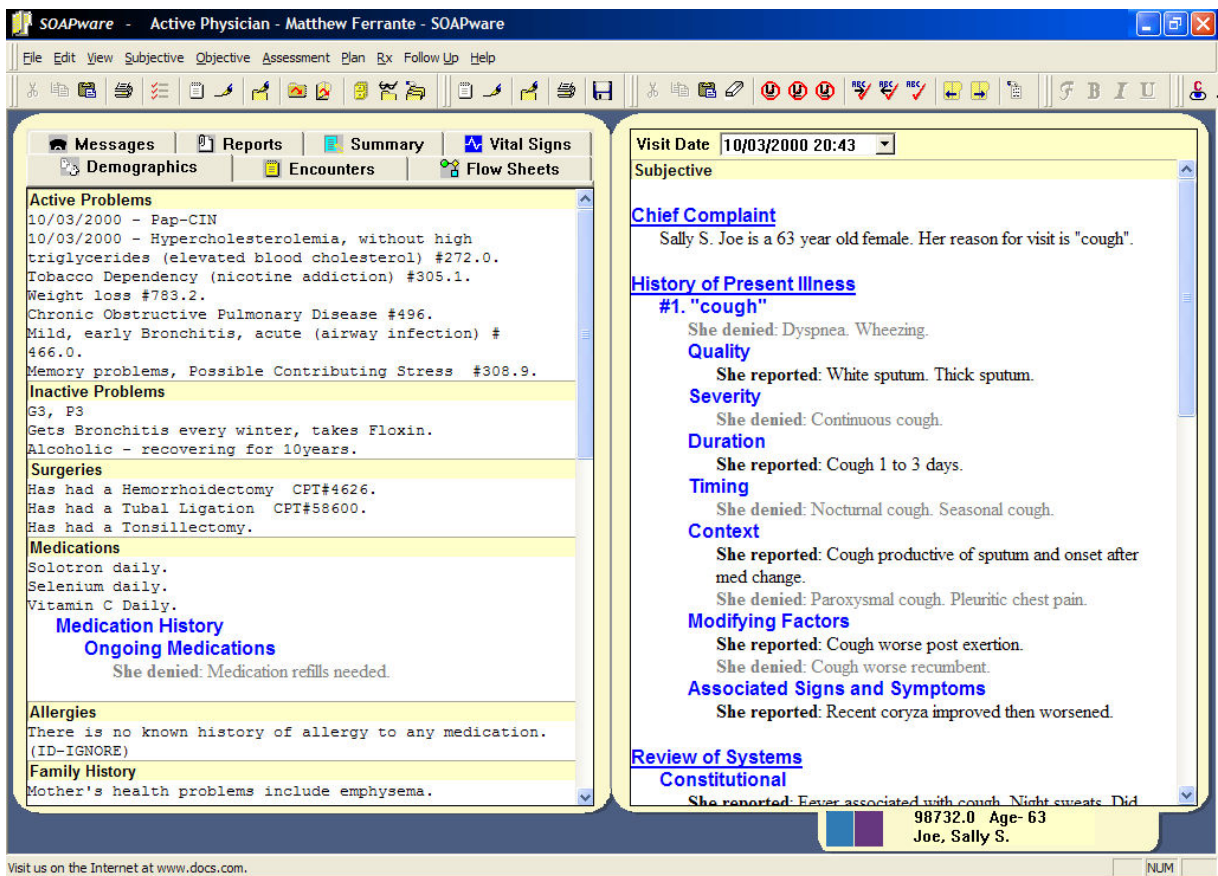
Mild, early Bronchitis, acute (airway infection) #466.0.

Memory problems. Possible Contributing Stress #308.9.

The next step is to pick the patient from the folder.



With everything configured correctly, you should see a screen comparable to this – the same as when the patient completes IMH in the exam room.



Patient Instructions

There are a few very simple things to know to assist your physician in gathering your medical history. The next few computer screens will present you with questions and answer choices to the side. Please use the mouse to click on the best possible answer, or use the keyboard to type.

There are no “wrong” answers. The questionnaires are designed to get information, not to test you. If you make a mistake, you may be able to use the ‘go back’ button to go back to a previous question. The results of the questionnaire will be reviewed with you. If there are any misunderstandings or additions, they can be corrected at the time of the review. A few other tips:

1. If you are not sure how to answer a question about a problem or symptom, please answer yes. It can be corrected during the review, but please do not deny having a symptom that might be an important clue because the computer didn’t ask the question clearly.
2. The computer is not very smart. It sometimes asks questions that are similar to previous questions (although it never asks the identical question twice). It also does not understand the meaning of the answers. Please be patient, and answer all of the questions. Even though some questions may appear to be very similar, they often have very different meanings. Each question is a valuable piece of information your physician needs to help you.
3. When the computer finishes, it will let you know the questions are over. Please wait patiently for our staff to assist you with the rest of your visit