

# Importing the COVID-19 Template in eCW 11

A very brief HPI template has been created to assist in triage of patients with upper respiratory symptoms. It can be imported to a visit note or a virtual visit using the same workflow used to import any template.

To import it into a visit note, click on the template button at the bottom of an open visit.

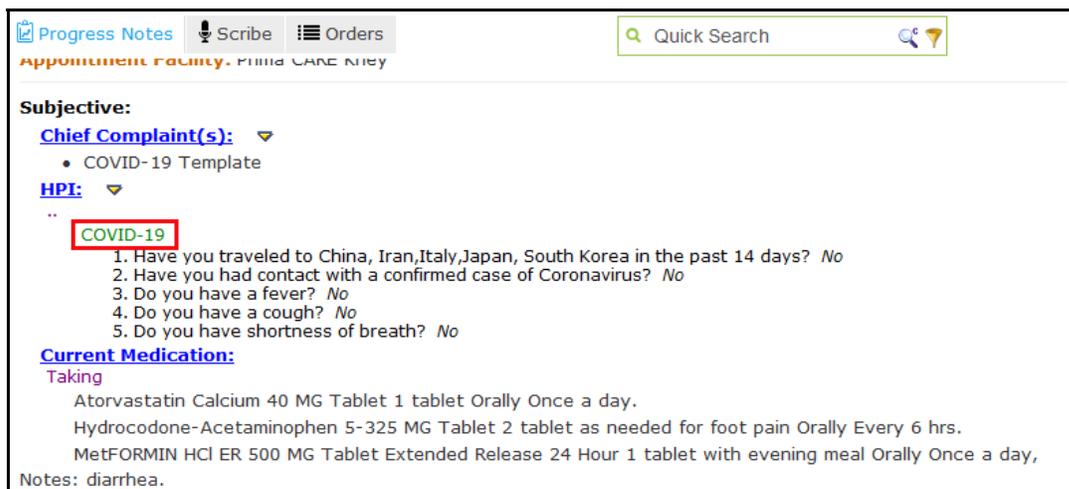
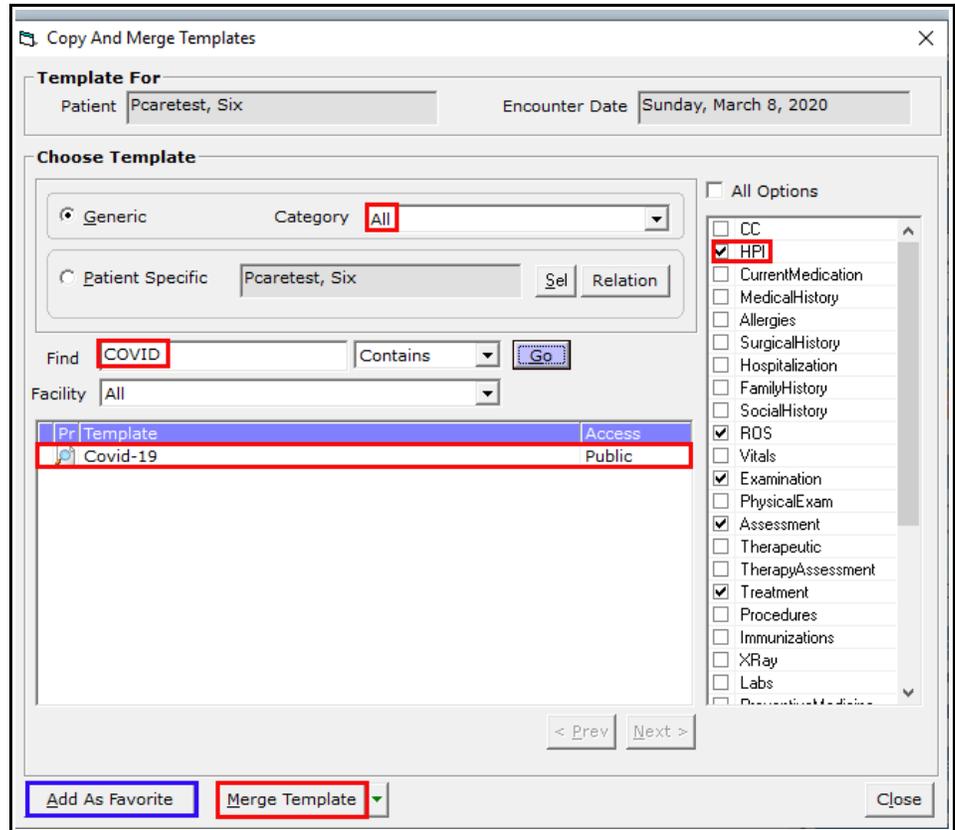
Search for the template using the category filter “All” in generic templates. After typing in “COVID”, click on the “Go” button, and your screen should look like the one shown here to the right.

Make sure “HPI” is selected in the right panel – don’t worry if other areas are selected, as there is nothing else in this template but the HPI.

Click on “Merge Template”.

If you want to make it easier to find this template in the future, click “Add As Favorite” now.

After closing out of the template screen, the new COVID-19 questionnaire can be accessed in the HPI for this visit.



Clicking on “COVID-19” (the green text surrounded by a red rectangle in the previous screenshot) opens the view shown below. Hovering over the text in the left panel allows the user to see the entire question. Clicking on the dropdown menu in the middle panel allows the user to change from the default answer of “No” to “Yes”. Additional notes can be entered by clicking on the blank “Notes” area in the right panel.

The screenshot shows a window titled "HPI Notes" with a "Structured" tab selected. The main heading is "COVID-19". There are buttons for "Default", "Default for All", and "Clear All". Below is a table with three columns: "Name", "Value", and "Notes".

Name	Value	Notes
<input type="checkbox"/> 1. Have you traveled to Chin	No	
<input type="checkbox"/> 2. Have you had contact with	No	
<input type="checkbox"/> 3. Do you have a fever?	No	
<input type="checkbox"/> 4. Do you have a cough?	No	
<input type="checkbox"/> 5. Do you have shortness of	No	

Clicking on one of the questions, as shown in the screen to the right...

The screenshot shows a "Progress Notes" window for a patient named "Appointment Family, PHILIP CARE NIEY". Under the "Subjective" section, there is a "Chief Complaint(s)" dropdown showing "COVID-19 Template" and an "HPI" dropdown showing "COVID-19". A red box highlights the first question: "1. Have you traveled to China, Iran, Italy, Japan, South Korea in the past 14 days? No". Other questions are listed below it, all with "No" as the answer. Under "Current Medication", there is a list of medications: Atorvastatin Calcium 40 MG Tablet 1 tablet Orally Once a day, Hydrocodone-Acetaminophen 5-325 MG Tablet 2 tablet as needed for foot pain Orally Every 6 hrs, and MetFORMIN HCl ER 500 MG Tablet Extended Release 24 Hour 1 tablet with evening meal Orally Once a day. Notes: diarrhea.

The screenshot shows a window titled "HPI ROS Examination Procedures Orderset" with a "COVID-19" dropdown menu. The main heading is "COVID-19". Below are four questions, each with a text input field and radio buttons for "Yes" and "No".

1. Have you traveled to China, Iran, Italy, Japan, South Korea in the past 14 days?
  - Yes
  - No
2. Have you had contact with a confirmed case of Coronavirus?
  - Yes
  - No
3. Do you have a fever?
  - Yes
  - No
4. Do you have a cough?

...opens the screen shown to the left. The questionnaire can be completed using either method.

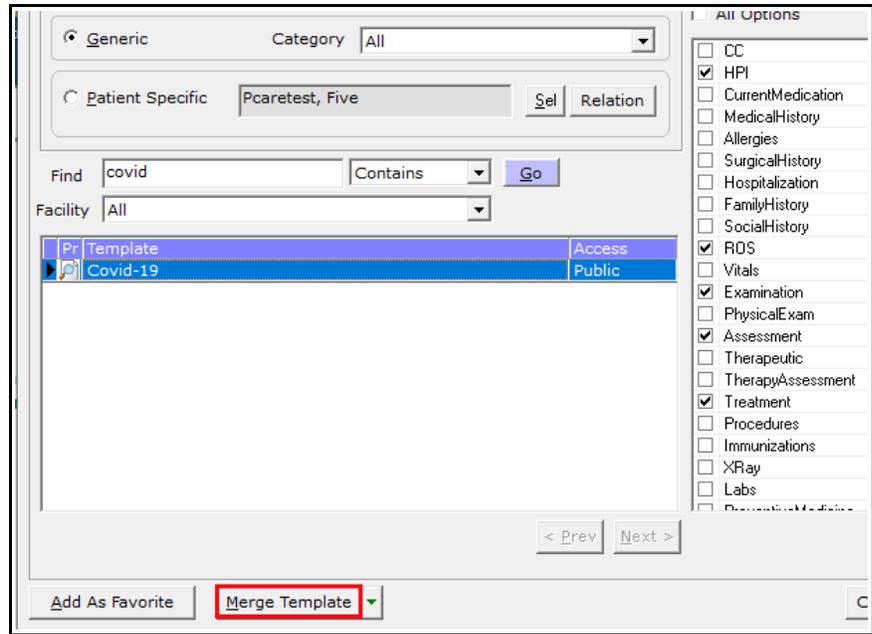
To enter the COVID-19 template into a virtual visit of a telephone encounter, click on the “Progress Notes” button at the bottom of the TE.

The screenshot shows the 'Telephone Encounter' interface for patient 'Pcaretest, Five, 83 Y, F'. The interface includes a header with patient information, a navigation bar with tabs like 'Medical Summary', 'CDSS', 'Alerts', etc., and a main form area. The form is divided into sections for 'Answered by', 'Patient', 'Provider', 'Pharmacy', 'Apothecare (P)', 'Facility', 'AssignedTo', 'Reason', and 'Action Taken'. At the bottom of the form, there are buttons for 'Print Script', 'Send Rx', 'Print Report', 'Progress Notes' (highlighted with a red box), and 'Document'. The 'Progress Notes' button is located at the bottom center of the form area.

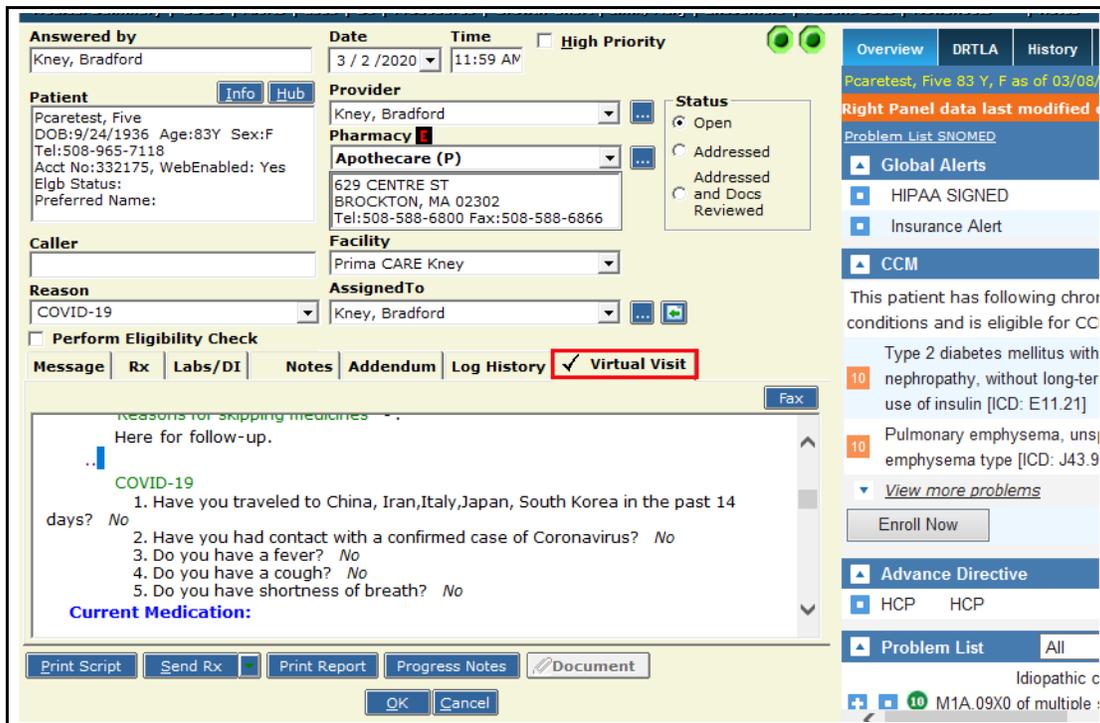
This opens the telephone encounter in the progress notes tab, allowing the user to add a template.

The screenshot shows the 'Progress Notes' tab in the 'Telephone Encounter' interface. The interface displays patient information, including 'Patient: Pcaretest, Five', 'DOB: 09/24/1936', 'Age: 83 Y', 'Sex: Female', 'Phone: 508-965-7118', 'Primary Insurance: Medicare Mass Part B', 'Address: 22 PARK ST, , FALL RIVER, MA-02721-1713', 'Encounter Date: 03/02/2020', and 'Provider: Bradford Kney, M.D., M.S.'. The 'Answered by' section shows 'Kney, Bradford' and the 'Date' is '03/02/2020'. The 'Reason' is 'COVID-19'. The 'Subjective' section includes 'Chief Complaint(s): COVID-19' and 'HPI: Interim history'. At the bottom of the form, there are buttons for 'Send', 'Print', 'Fax', 'Record', 'Lock', 'Details', 'Scan', 'Templates' (highlighted with a red box), 'Claim', 'Letters', and 'Ink'.

Using the exact same workflow for adding a template to a face-to-face office visit, select the COVID-19 template and merge it into the virtual visit of the telephone encounter.



Complete the questionnaire either in the progress note section of the chart (the area in which the template was imported), or by going back to the telephone encounter and clicking on the “HPI” of the virtual visit. In my testing, clicking on the green “COVID19” heading or on the actual questions in the virtual visit did NOT open the questionnaire.



Brad Kney, MD  
March 8, 2020