

# WELFORD CHART NOTES NEWSLETTER

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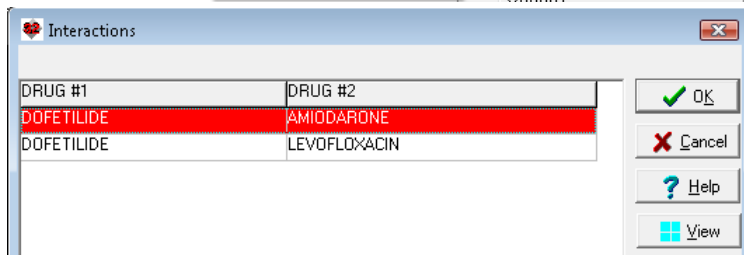
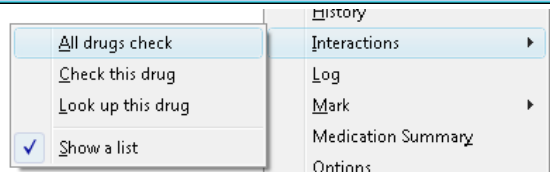
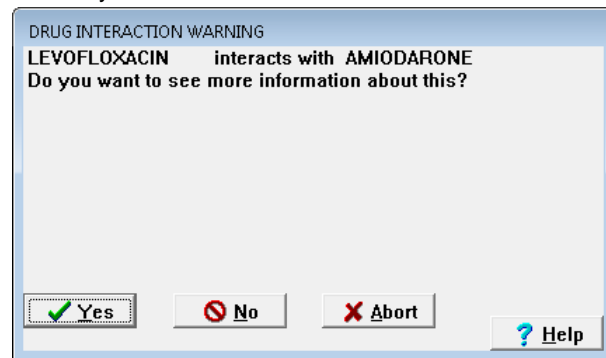
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## ALERT AND INTERACTIONS SHOW A LIST OPTION *(User's Manual, pgs. 1037-1038)*

When you start a patient on a medication, declare a patient to have a new diagnosis, write a prescription, or enter a prescription into the Prescription Log, the program automatically warns you about drug interactions and drug-disease alerts, if you have chosen to activate these features. Prior to version 5.4, these warnings would appear one by one, and you would have to click on each warning before seeing the next one. Starting with version 5.4, you can choose to see all of the drug interaction warnings and all of the drug-disease alert warnings that are generated on lists. You can then double-click on any of the items on the list in order to see the detailed information. On the other hand, you can save time and mouse clicks by ignoring those warnings about which you are already familiar. Let's try this out.

1. Press System\Medication Options and make sure that your **Interaction severity** is at least **Mild or above**. Press **OK**.
2. Press Write\Medications and enter Kelly Erickson as the name of the patient.
3. Press **UTILITY**\Interactions and make sure that **Show a list** is unchecked.
4. Press **ADD** and add amiodarone as the one of her medications. Press **OK**.
5. Press **ADD** and add levofloxacin as another one of her medications. Press **OK**.
6. Note that a warning about this interaction appears immediately.
7. Press **YES** to read about this interaction.
8. Press **UTILITY**\Interactions and check **Show a list**.
9. Press **ADD** and add dofetilide.
10. Note 2 interaction warnings appear on the list, one for amiodarone and one for levofloxacin. The one for amiodarone appears in red because it is life-threatening.
11. You can double-click on either of these warnings, or highlight either one and press View, in order to read the detailed information about the interaction. It is recommended that you always view any warnings that appear in red, and it is a good idea to view every warning before deciding whether or not to prescribe a medication.

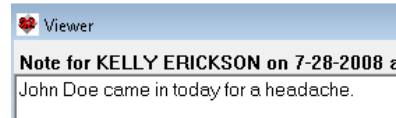


Note that there is an analogous setting for seeing Drug-Disease Alerts on a list: check Write\Medications\UTILITY\Alerts>Show a list or Write\Diagnoses\UTILITY\Alerts>Show a list.

## VISITER ENHANCEMENTS *(User's Manual, pg. 1043)*

There are a few enhancements to the Visiter in version 5.4. The Visiter stays open while you are in the Writer, so that you can view the visits while composing your note. You can also change the name of the patient or the Return Interval for a visit for which this information has previously been stored erroneously. Let's check this out:

1. Pressing Write\New Note\Note.
2. Enter Kelly Erickson as the name of the patient.
3. Inside the Writer, type in the following note: "John Doe came in today for a headache."
4. Press F10 to store this note.
5. Press System\Writer Options\AUTO-OPEN OPTIONS and make sure **Visiter** is checked and press **OK**.
6. Press Write \New Note\ Note and enter Kelly Erickson as the name of the patient.
7. Click on the date in the Writer Auto Open Visiter window to open the Visiter.
8. Press View to see the contents of the visit.
9. Click on the Writer. Note that you can type into the Writer even though the Visiter is still open. You can move the Visiter window around on the screen with your mouse so that it doesn't cover the Writer.
10. Note that the Visit refers to John Doe, not Kelly Erickson. You entered this note into Kelly's chart by mistake and want to move it into John's chart. In the Visiter Viewer, press **Go To\Change\Patient**.
11. Enter the Master Password.
12. Enter John Doe as the correct name of the patient for this visit and press **OK**. Press **YES** when asked if you are sure you want to make this change.
13. Note that this Visit no longer appears in the list of Kelly Erickson's visits once you leave the Writer and close out the Visiter. You still have a chance to undo this change before that point.
14. Now press View\Visiter\View and enter John Doe as the patient.
15. Note that the visit now appears in his Visiter.
16. If you need to change the return interval, View\Go To\ Change\Return. Type in the correct Return Interval and press **OK**.



### DIAGNOSIS EDITOR MANUALLY REARRANGE ORDER *(User's Manual, pg. 1032)*

You can arrange to have the Diagnosis Editor list patient diagnoses chronologically, alphabetically, or in the order in which the diagnoses were originally entered into the Diagnosis Editor by pressing Write \Diagnoses\UTILITY\Sort and choosing a different **Key**. However, you may wish to move certain important diagnoses to the top of the list, even if they are not the first ones alphabetically or chronologically, so that they are brought to your attention immediately when you view the list. Starting with version 5.4, it is easy to do this. Let's see how:

1. Press Write\ Diagnoses and enter Kelly Erickson as the name of the patient.
2. Press Add and enter "Acne" as a diagnosis. Press **OK** to store this.
3. Repeat this for the diagnoses of "callus" and "multiple sclerosis".
4. Assuming that you have chosen a Sort Key of Diagnosis in Ascending Order, then these 3 diagnoses are listed in the order in which you entered them, in other words, in alphabetical order. But suppose you would like multiple sclerosis to appear at the top of the list, since it is more important than the other diagnoses.
5. Click your left mouse button on the line which reads "multiple sclerosis". Hold the left mouse button down and begin to slide the mouse upward. You will notice that the cursor changes its appearance from an arrow to an arrow attached to a rectangle. Slide your mouse upward until "multiple sclerosis" moves to the top of the list. Then release the left mouse button. (You can move any diagnoses up or down on the list in this fashion).

Diagnosis	ICD
acne	706.1
callus	700
multiple sclerosis	340

Diagnosis	ICD
multiple sclerosis	340
acne	706.1
callus	700

Changes made to the order of diagnoses are specific to each user. If you change the order manually but then use Diagnosis Editor\UTILITY\Sort to rearrange the order, any manual changes you made to the order are erased. The program remembers the order of the first 100 diagnoses for each patient for each user.

### SEND US YOUR TIPS

If you have tips, shortcuts, questions, or suggestions for future newsletter topics, please send them to us at:

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