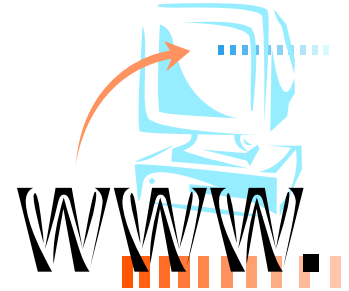


Please Forward to
HSI Web Review
System Users

Entering Clinical Information



DID YOU KNOW the number one reason a case gets pended for review is for lack of clinical information! When submitting a Web review it is important to provide the complete clinical picture of the patient in order to prevent the review from being pended.

Clinical information should be provided on the Clinical screen of the Web Review System and include the symptoms, history, radiology findings, and lab/test results for the patient's case.

Here are some tips for entering in clinical information on the Web:

- DO NOT use all-caps. Why? Capital letters and abbreviations can look similar.
- Indicate where the patient came from (thru ER etc.). An admission review starts at the time of "inpatient" status. It's important to clarify the difference between observation and admission.
- Include patient's medical history, including any outpatient treatments. If submitting a review for detoxification, please include drug use history including \$/day, since age, and last use.
- Include vitals in TPR BP format. (temperature, pulse, respiratory, blood pressure.)
- Designate the pertinent date at the start of each new line of clinical review information.
- Type consecutively in the open field box. Why? There are a limited number of characters for the field boxes and typing across the box will allow the maximum space.
- When copying information from a medical record or another Web review, please be sure to proofread and eliminate any extraneous information.
- DO NOT type medications on the clinical information fields. Only enter medications in the medications table located on the Treatment screen.

On-line help is available for the clinical data entry field by hitting the "F1" function key while the cursor is in the data field. This will cause a pop-up box with the associated help text to display on the screen.

HSI is committed to supporting hospitals through educational outreach. For further information or assistance, contact our Communications Specialist Kristina Cerney at kcerney@hsofi.org.

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