

Post Exposure Prophylaxis Accuro EMR workflow

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1. For both the Urgent Care / Emergency Department: *Initial Assessment of Blood and Body Fluid Worksheet* and Discharge Summary documents entering the **“Document queue”**:

Patient
Zztest, Patient
PHIN # 111111111
Birthdate
Health Care Reports
PEP
Created 06/14/2020
Received 07/12/2020
Reviewed
Priority Normal
From
Report Author
First Name
Last Name
Description Include filename
f.
File Document
Walk-in Clinic, AFG

- a. **Select Main Folder:** Health Care Reports
- b. **Select Sub Folder:** PEP
- c. Associate with **‘Date Received’** – also known as date stamped or date received into the clinic
- d. Associate with **‘Date Created’**– the true date for historical documents (date of the paper copy, not the date the historical document was scanned into the EMR)
- e. Select the generic WICCC provider OR continue to follow the site process to date

2. Upon filing the referral select the EMR Section> Encounter Notes tab

- a. Select the green plus sign next to ‘Client Services’ >from the list of history select ‘Post-Exposure Prophylaxis (PEP)’
- b. In the details drop down select the site the referral directed to
- c. In the date field select the date the referral was received
- d. Select Save and Close

Patient Information
Filter --All Items-- Providers --All-- Include Archived
Client Services
History
Pelvic Pain Program
Physiotherapy - External
Post-Exposure Prophylaxis (PEP)
Product / equipment vendor
Program for Assertive Community Treatment (PACT)
Details ACCESS Fort Garry
Note
Date 03/19/2021
Form End Date MM/DD/YYYY
Status MM/DD/YYYY --None--
Life Stage Adult: 18 years or older
 Negative
Delete Save and New Save and Close Cancel
Drug Intolerances
Non-Drug - Allergy - None Known
Drug Intolerances
Drug - Intolerance - None Known
Non-Drug Intolerances
Non-Drug - Intolerance - None Known
Family History
None Recorded
Lifestyle
2020-Oct-01 Tobacco - Never a User
Client Services
Churchill Medical Clinic
External Medications
None Recorded
Immunization Schedule
63 Yr 3 months DTaP
63 Yr 11 months MMR (Mumps administered only)

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3. Within 24 hours of receiving the referral contact with the patient and appointment MUST occur. Within the scheduler
 - a. Select the provider and date to book
 - b. Right click on the appointment time and select 'Create Appointment'
 - c. Set the Type to 'Long Visit'
 - d. Set the Reason to Trauma (Primary Care Sites) or Reproductive Health (WICCCs)
 - e. Select 1 hour for duration

Contact with patient to book must be attempted no less than 3 times

Appointment Details

Loads Settings from this Patient's Previous Appointment

ACCESS Fort Garry Walk-In

Byman, Laura Confirmed Arrived

ACCESS Fort Garry Walk-In

Details

Appointment Date	2020-Jul-14	Type	Long Visit
Appointment Time	8:00am	Reason	Reproductive Health
Appointment Length	60 minutes (9:00am)	Location	O Provider's Office
Referred By	--None--	Priority	
Other Providers		Insurer	MHSC
Room	--None--		

4. In situations where the patient does not present for scheduled appointment:
 - a. Right click on appointment>Select No show
 - b. PCA contacts patient to check if patient would like to rebook
 - c. PCA attempts to contact 3 times if no contact is made a letter is generated and sent to the patient
 - d. PCA documents steps within patient section notes tab

Traffic

Patients

Documents

Claims

Title: DR. SUFFIX: IV Patient Status

Demographics Other Relationships **Notes** Status History

Written To? aadeleyeolusae

Subject

Note

5. Patient Presents for appointment:
 - a. PCA right clicks on appointment and selects Arrive

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b. Appointment Provider initiates and completes the Post-Exposure Prophylaxis Verbal Source Consent Clinical note template

The screenshot shows the Accuro EMR interface for a patient named 'Zztest, Patient'. The 'Encounter Notes' tab is active, and a note titled 'Post-Exposure Prophylaxis Verbal Source Consent' is highlighted in blue. Below the note list, the full text of the template is displayed in a rich text editor. The template includes a title, a section header 'Section I: Source Education/Discussion Script', and a list of bullet points providing information about blood and body fluid exposure, testing options, and consent requirements.

Post-Exposure Prophylaxis Verbal Source Consent

Section I: Source Education/Discussion Script

- Someone has identified that they have come into contact with your blood and/or body fluids. Both you and the other person should be tested for any infections you might have or have been exposed to such as HIV (Human Immunodeficiency Virus), Hepatitis A, B or C
FOR SEXUAL EXPOSURES ONLY: Syphilis, Chlamydia, Gonorrhea or other infections.
- It is your choice to be tested except when ordered the law but it is strongly recommended because these infections can lead to long-term problems for you and/or them if they are not treated, even if you don't have symptoms.
 - Exposed can apply for an order through The Testing Bodily Fluids and Disclosure Act <https://www.gov.mb.ca/health/publichealth/tbfd.html> where they were:
 - the victim of a crime;
 - providing emergency medical assistance as a good Samaritan; or
 - performing your duties as a firefighter, emergency medical responder, registered nurse, registered psychiatric nurse, licensed practical nurse, health care aide or peace officer.
- A chart will be created at the clinic for you, and your test results will be documented on your chart, but you can request to hide or **unhide** your information.
- The other person will not be told your test results, but they will receive treatment advice based on the information.

c. Appointment Provider initiates and completed the Follow Up Assessment of Blood or Body Fluid Exposure Form

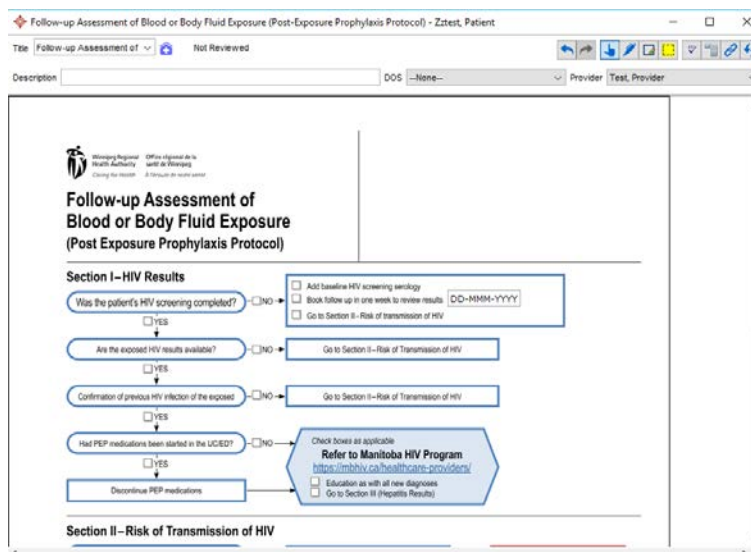
The screenshot shows the Accuro EMR interface for the same patient. The 'Encounter Notes' tab is active, and a note titled 'Post-Exposure Prophylaxis - 1 Week Follow-Up' is highlighted. Below the note list, the 'Forms' section is expanded, and the form 'Follow-up Assessment of Blood or Body Fluid Exposure (Post-Exposure Prophylaxis Protocol)' is highlighted in blue. The form is categorized under 'Assessments/Plans'.

Follow-up Assessment of Blood or Body Fluid Exposure (Post-Exposure Prophylaxis Protocol)

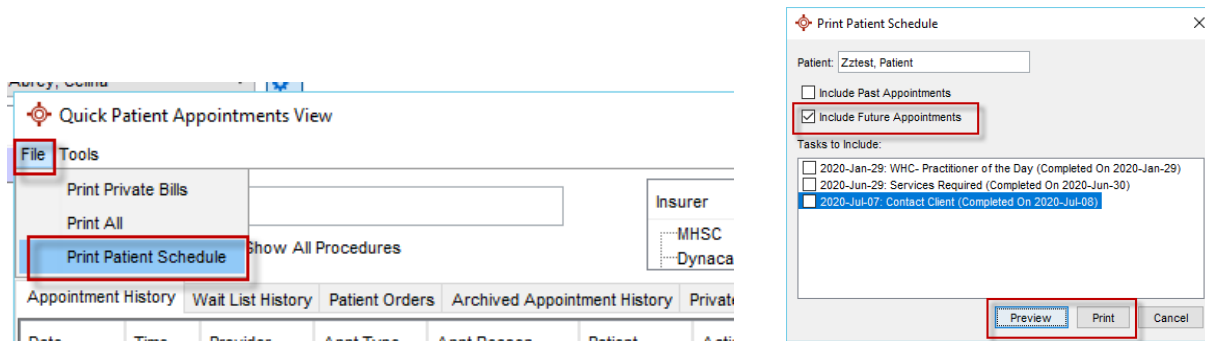
Assessments/Plans:

- Edinburgh Postnatal Depression Scale (EPDS)
- Postpartum Vaginal Delivery Care Map
- WRHA Public Health Nursing Postpartum Care Map

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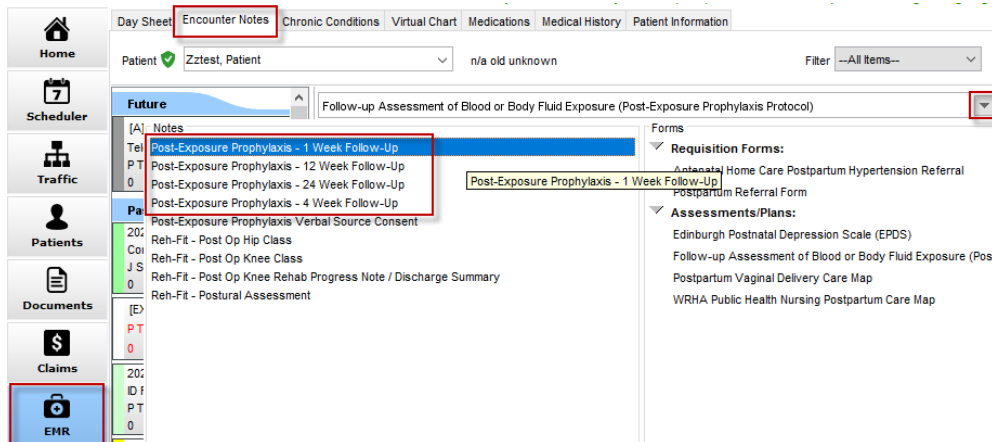


6. PCA books follow up appointment and prints out the patients upcoming appointments:
 - a. Load Patient chart
 - b. Select F4 on the keyboard> A quick patient appointment view window will appear
 - c. Select 'File' in the top left hand corner
 - d. Select 'Print Patient Schedule'
 - e. Select the check box for 'Include Future Appointments'
 - f. Select Print



7. Patient arrives for Follow up appointment
 - a. PCA right clicks on appointment and selects Arrive
 - b. Provider initiates and completes the Post Exposure Prophylaxis Community Follow-up clinical note for the pertinent visit (eg. 1 week, 4 week, 12 week & 24 week) and saves to the chart

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- c. To open the hyperlinks within the clinical note press and hold the control button on the keyboard and left click on the link. This will open the appendix link in a browser window

Post-Exposure Prophylaxis Community Clinical Note Template
One week follow-up appointment

- Reviewed outstanding baseline lab results: [HIV | Hepatitis A Immunity status | Hepatitis B Immunity status | Hepatitis C Immunity status | Syphilis status | Pregnancy]
- HIV Follow-up:
 - Four week follow up [appointment booked for repeat alanine aminotransaminase, aspartate aminotransferase and serum creatinine | no further follow up required as documented below:]
 - Twelve week follow up [appointment booked | no further follow up required as documented below:]
 - HIV PEP medication [was not required | was prescribed but has not been filled | was prescribed and has been filled | as the patient has no coverage. Coverage options documented below: | as the patient has outstanding questions documented below: | No concerns]
 - https://www.gov.mb.ca/health/publichealth/cdc/protocol/hiv_postexp.pdf#page=35
- Hepatitis A Follow up:
 - [Additional Hepatitis A follow up booked | No further follow up required as documented below] in accordance with MHSAL Hepatitis A Post-exposure Prophylaxis <https://www.gov.mb.ca/health/publichealth/cdc/protocol/hepa.pdf>
- Hepatitis B Follow up:
 - [Additional Hepatitis B follow up booked | No further follow up required as documented below] in accordance with MHSAL Post Exposure Prophylaxis for HIV, HBV and HCV https://www.gov.mb.ca/health/publichealth/cdc/protocol/hiv_postexp.pdf#page=15

Additional Notes:



APPENDIX C Laboratory Testing

Aside from for documentation purposes, laboratory testing (see **Table 7**) is required for the following reasons(3, 11):

- Identify and clinically manage any other conditions potentially resulting from sexual- or injection-related exposure to potentially infected body fluids
- Identify any conditions that would affect the PEP medication regimen
- Monitor for safety or toxicities related to the regimen prescribed

Table 7 – Suggested schedule of post-exposure laboratory evaluations

Test	Whom	When ¹
HIV test ²	Exposed	Week 0
		Week 4-6
		Week 12