

Advance Care Planning Note Type and ACP Autotext

Caregivers Impacted: Providers/APPs Documenting Advance Care Planning Discussions
Implementation Date: July 9, 2020

What Is Changing

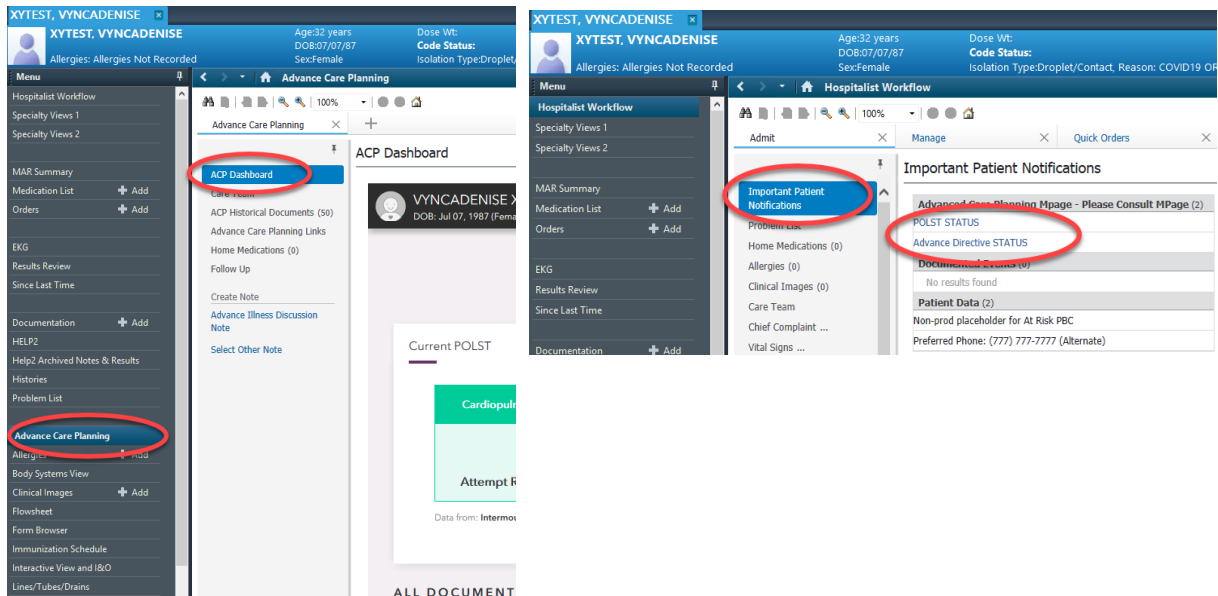
Intermountain is creating a new centralized process to help caregivers know, share, and honor the healthcare wishes of the patients we serve. The Advance Care Planning Note is now available for all caregivers who have ACP and/or goals of care discussions with patients. This note will replace the free text serious illness note type and provide easy auto text options to populate key information needed for documenting the patient's wishes.

Why It Is Changing

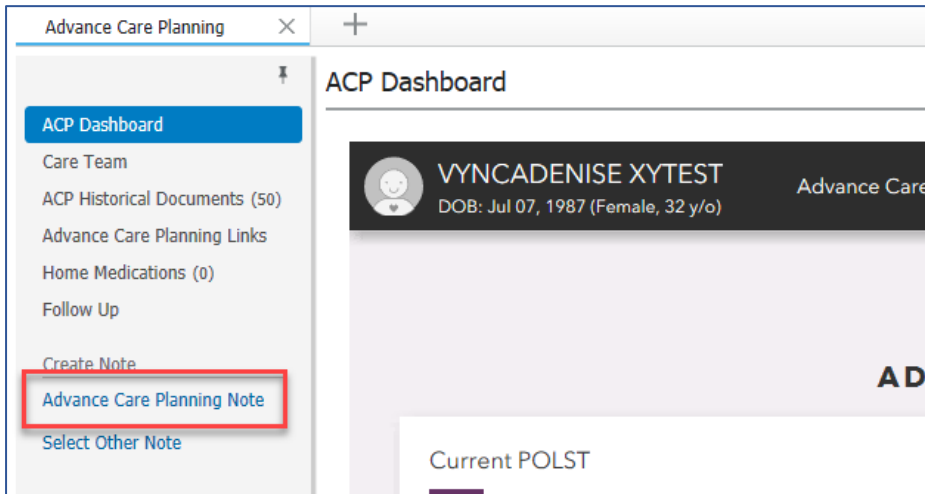
To provide all caregivers with a reliable way to document and locate ACP conversations. This ACP note used across the continuum will allow all caregivers to review previous patient ACP conversations prior to shared clinical decision making.

Create Advance Care Planning Note using ;acpdiscussionnote Autotext

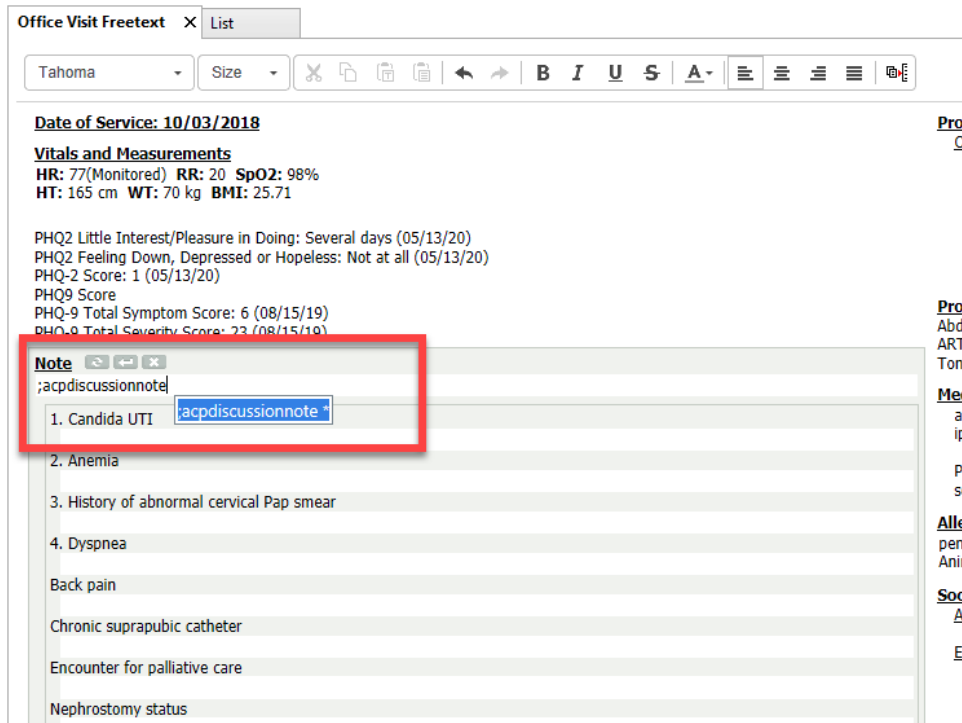
1. Open patient chart in iCentra. Open **Advance Care Planning** Mpage (access by clicking **Advance Care Planning** on the Table of Contents/Dark Menu) and click on **'ACP Dashboard'** component **OR** use the **'Polst Status'** or **'Advance Directive Status'** links in **Important Patient Notifications**.



- In Create Note, at the bottom of the Advance Care Planning mpage, choose **Advance Care Planning Note** link.



- The "ACP Discussion Note" autotext has pre-built fields to assist you in billing for and documenting your ACP discussions. Click inside the note field and type ;acpdiscussionnote then **Enter**. Complete your note and click **Sign/Submit**.



1. Select the **Personal** *Note Type List Filter*, Select **Advance Care Planning Note** as the *Type* and change the title to **Advance Care Planning Note**, click **Sign**. End of Inpatient Workflow.

The screenshot shows the 'Sign/Submit Note' interface. The 'Type' dropdown is set to 'Advance Care Planning Note', the 'Note Type List Filter' dropdown is set to 'Personal', and the 'Title' field contains 'Advance Care Planning Note'. The author is 'CALL, CARIE ANN' and the date is '05/26/2020'. There are also options for 'Forward Options' and 'Create provider letter', and a search bar for 'Provider Name'.

Warning:

If you want others to be able to readily locate your ACP discussions, it is imperative that you document them within the “Advance Care Planning Note” note type. If you do not use the “Advance Care Planning Note” note type (ex: you documented your conversation in your regular visit note), your conversation will likely go unnoticed by other providers.

Contacts

iCentra Users: Contact your local CTIS Adoption and Support Analyst or call x-3456 option 2.

Care Transformation Caregivers: [Carie Call](#), Clinical Informatics Analyst