

# Consult Reporting User, Configuration Guide

## Recommended Users

- Clinical Application Coordinators (CACs)
- Providers
- Nurses
- Administrators

## Configuration

The Consult Reporting module is added above the Patient Record tab after signing into CareVue's update mode. Contact Medsphere Customer Care (<http://support.medsphere.com/> and 1-877-633-7743) for Consult Reporting module implementation support.

## Consult Reporting

The CareVue Consult Reporting functionality assists with tracking consult requests across patients. The Consult Reporting tab is added at the top level of CareVue.

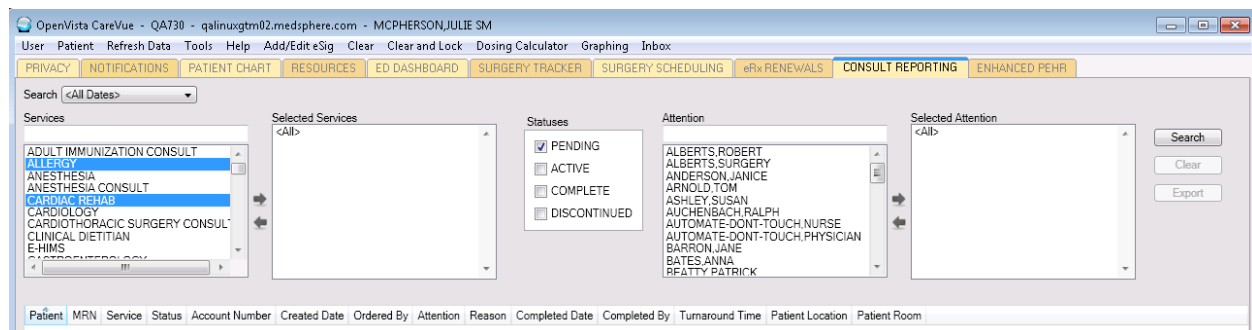


Figure 1: Consult Reporting Tab

## Consult Reporting Functional Overview

### The Consult Reporting tab:

- **Search:** Enter a date range or accept the **All Dates** default.
- **Status:** **Pending** is the default. Check the boxes for additional statuses to add them to the report.
- **Selected Services:** **All** is the default. Limit the report to desired services by highlighting one or more options in the Services menu and clicking the right-facing arrow. Remove previously selected services by highlighting one or more options in the Selected Services menu and clicking the left-facing arrow.
- **Selected Attention:** **All** is the default. The **Attention** filter is based on the user identified in the **Attention** field of the consult order. Filter by selecting one or more **Attention** field users.

### The Selected Attention box:

When adding one or more users to the **Selected Attention** box, a check box allows users to include unassigned consults that have no data in the **Attention** field of the consult order.

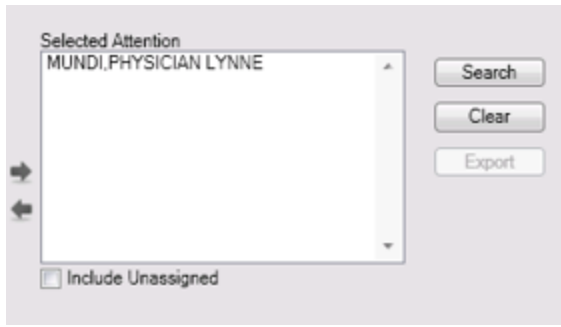
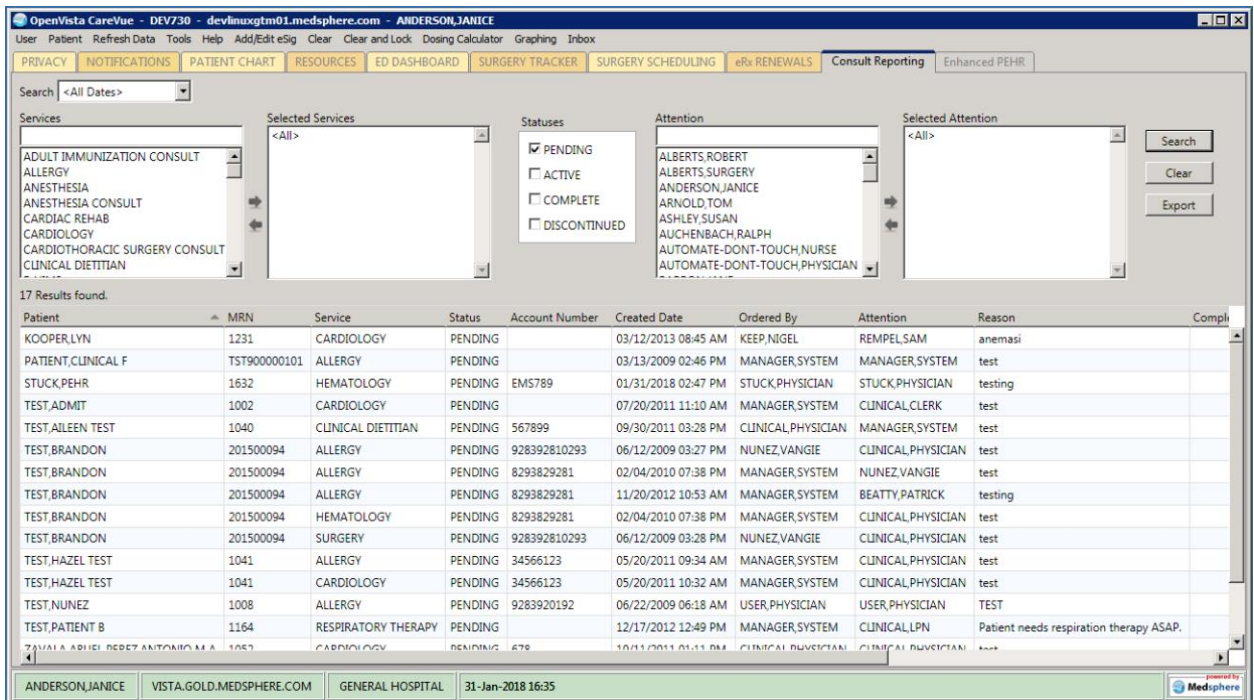


Figure 3: Include Unassigned Check Box

- **Search:** Click the **Search** button to display all consults that match search selections.
- **Clear:** Use the **Clear** button to clear search selections and grid data.
- **Export:** Export the report to a Comma-Separated Values (CSV) file using the **Export** button.



Patient	MRN	Service	Status	Account Number	Created Date	Ordered By	Attention	Reason	Compl
KOOPERLYN	1231	CARDIOLOGY	PENDING		03/12/2013 08:45 AM	KEEP,NIGEL	REMPELSAM	anemasi	
PATIENT,CLINICAL F	TST900000101	ALLERGY	PENDING		03/13/2009 02:46 PM	MANAGER,SYSTEM	MANAGER,SYSTEM	test	
STUCK,PEHR	1632	HEMATOLOGY	PENDING	EMS789	01/31/2018 02:47 PM	STUCK,PHYSICIAN	STUCK,PHYSICIAN	testing	
TEST,ADMIT	1002	CARDIOLOGY	PENDING		07/20/2011 11:10 AM	MANAGER,SYSTEM	CLINICAL,CLERK	test	
TEST,AILEEN TEST	1040	CLINICAL DIETITIAN	PENDING	567899	09/30/2011 03:28 PM	CLINICAL,PHYSICIAN	MANAGER,SYSTEM	test	
TEST,BRANDON	201500094	ALLERGY	PENDING	928392810293	06/12/2009 03:27 PM	NUNEZ,VANGIE	CLINICAL,PHYSICIAN	test	
TEST,BRANDON	201500094	ALLERGY	PENDING	8293829281	02/04/2010 07:38 PM	MANAGER,SYSTEM	NUNEZ,VANGIE	test	
TEST,BRANDON	201500094	ALLERGY	PENDING	8293829281	11/20/2012 10:53 AM	MANAGER,SYSTEM	BEATTY,PATRICK	testing	
TEST,BRANDON	201500094	HEMATOLOGY	PENDING	8293829281	02/04/2010 07:38 PM	MANAGER,SYSTEM	CLINICAL,PHYSICIAN	test	
TEST,BRANDON	201500094	SURGERY	PENDING	928392810293	06/12/2009 03:28 PM	NUNEZ,VANGIE	CLINICAL,PHYSICIAN	test	
TEST,HAZEL TEST	1041	ALLERGY	PENDING	34566123	05/20/2011 09:34 AM	MANAGER,SYSTEM	CLINICAL,PHYSICIAN	test	
TEST,HAZEL TEST	1041	CARDIOLOGY	PENDING	34566123	05/20/2011 10:32 AM	MANAGER,SYSTEM	CLINICAL,PHYSICIAN	test	
TEST,NUNEZ	1008	ALLERGY	PENDING	9283920192	06/22/2009 06:18 AM	USER,PHYSICIAN	USER,PHYSICIAN	TEST	
TEST,PATIENT B	1164	RESPIRATORY THERAPY	PENDING		12/17/2012 12:49 PM	MANAGER,SYSTEM	CLINICAL,LPN	Patient needs respiration therapy ASAP.	
ZAVAJA,ABRIEL DEBET ANTONIO M A	1057	CARDIOLOGY	PENDING	678	10/11/2011 01:11 PM	CLINICAL,PHYSICIAN	CLINICAL,PHYSICIAN	test	

Figure 2: Example Consult Report showing all pending consults for all dates and all services

### Search selection options and reporting grid:

Informational text displays in red above the report grid when search selections change but the report has yet to be updated.

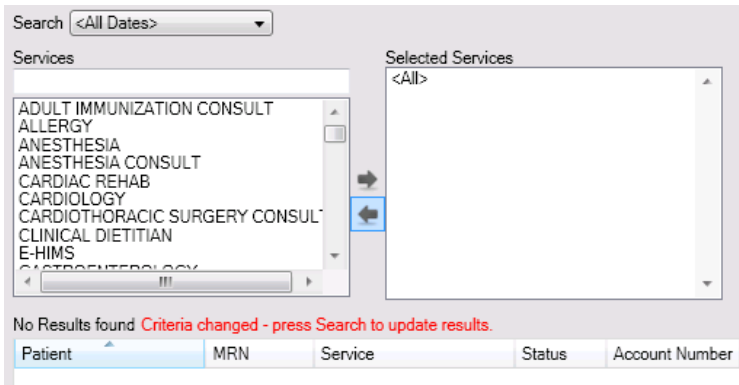


Figure 4: User Navigation Assistance Text

Double click a consult in the report grid to go to the consult in CareVue Consults tab.

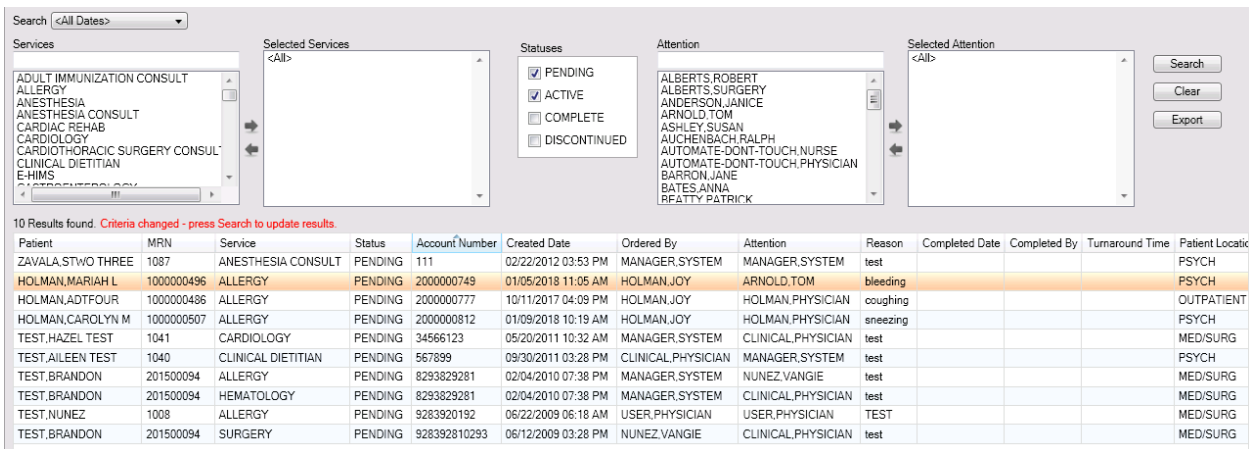


Figure 5: Accessing Consult in CareVue Consult tab