## NEXTGEN Order Module View Column DEMONSTRATION

This is a mini-lesson illustrating how you can choose the columns you wish to view in the Order Module.

This has been prepared with EHR 5.8 & KBM 8.3. Subsequent updates may display cosmetic & functional changes.

Use the keyboard or mouse to pause, review, & resume as necessary.

By default NextGen displays these columns on the Orders Summary Tab in the Order Module. Suppose we want to modify this, perhaps by adding the Sign-off details. Click Manage Filters.

| 1    | Order Module X      |                     |                   |                        |  |                |
|------|---------------------|---------------------|-------------------|------------------------|--|----------------|
| Resi | ults Orders Summary | Immunizations       |                   |                        |  |                |
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| 71   | All Labs Radiology  | Imm. Scheduled Exp  | bired             |                        |  | Manage Filters |
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|      | Order#              | Encounter Date      | NextGen<br>Status | Provider Name          | Description  |                |
| 44   | PR0409884           | 11/19/2014 08:45 AM | Signed Off        | LIU, GERALD            | CBC With Differential/Platelet / Comp. Metabolic Panel (14) / TSH+Free T4    |                |
| 4    | PR070900            | 12/17/2013 03:45 PM | Signed-Off        | LIU, GERALD            | Aerobic Bacterial Culture  |                |
| , ME | PR0132748           | 06/13/2013 10:45 AM | Complete          | DUFFY, ROBERT LAMAR    | Tdap (Adacel r)  |                |
| 2    | PR051269            | 05/29/2013 10:45 AM | Signed-Off        | REDDY, SHYLA           | Urine Culture, Routine   |                |
| 2    | PR046123            | 04/04/2013 01:30 PM | Signed-Off        | DUFFY, ROBERT LAMAR    | Occult Blood, Fecal, IA  |                |
| 2    | PR042712            | 03/01/2013 09:00 AM | Signed-Off        | DUFFY, ROBERT LAMAR    | CMP / Lipid Panel / Microalb/Creat Ratio, Randm Ur / Occult Blood, Fecal, IA |                |
| ,sit | PR0164994           | 02/15/2013 09:45 AM | Complete          |                        | flu (split) (3 yrs or older) preservative free                               |                |
| JAN. | PR0164992           | 02/15/2013 09:45 AM | Complete          |                        | pneumo (2 yrs or older) (PPV23)  |                |

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| 3  | 10  | 15  | Ordered Elsewhere  |              |  |  |
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| 3<br>4<br>5<br>6<br>7<br>8   |   | 15<br>80<br>140<br>140<br>140   | Ordered Elsewhere Order# Performing Entity Create Date Encounter Date  |              |  |  |
| 3<br>4<br>5<br>6<br>7<br>8<br>9  |   | 15<br>80<br>140<br>140<br>140<br>75   | Ordered Elsewhere Order# Performing Entity Create Date Encounter Date NextGen Status   |              |  |  |
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| 👕 Set Orders Summary   | Filters   |  |
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|  | ]   | Clear Filter   |
| All     Labs   | Filter Name Custom1<br>ToolTip  | Now click the Data tab.  |
| <ul> <li>Radiology</li> <li>Imm.</li> <li>Scheduled</li> <li>Expired</li> <li>Private</li> <li>Custom1*</li> </ul> | Display Data<br>Select order types<br>Immunization<br>Lab<br>Radiology<br>Select order status       | Check All<br>Uncheck All<br>Check All<br>Uncheck All                         |
|  | Assigned<br>Cancelled<br>Complete<br>New<br>Context:<br>Custom<br>Enter order create date range 000 | the order types you<br>to see. Here we'll pick<br>& <mark>Radiology</mark> . |
|  | Last I - Or -<br>Start date:  | End date:  |
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| Cause All & Assel  |   | Make this practice filter  |
| Save All & Apply   |   | Apply Lancel   |

| Y Set Orders Summary   |  |
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| NextGen<br>All<br>Labs<br>Radiology<br>Imm.<br>Scheduled<br>Expired<br>Private<br>Custom1* | Filter Name Custom1<br>ToolTip<br>Display Data<br>Select order types<br>Immunization<br>V Lab<br>Radiology<br>V Lab<br>Radiology<br>V Lab  |
|  | Select order status     Check All     Uncheck All        Uncheck All |
| Save All & Apply   | Make this practice filter  Apply Cancel  |

| 🝸 Set Orders Summary | / Filters   | <u></u>                 |
|----------------------|---|-------------------------|
| ★ ★ ►                |   | Clear Filter            |
| NextGen              | Filter Name Custom1   |                         |
| • Labs               | ToolTip   |                         |
| Radiology            | Display Data  |                         |
| Scheduled            | Select order types  | k All Uncheck All       |
| Private<br>Custom1*  | <ul> <li>Immunization</li> <li>Lab</li> <li>Radiology</li> </ul>  |                         |
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|                      | Image: Concelled       Image: Concelled <td< td=""><td></td></td<> |                         |
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|                      | When done click<br>Save All & Apply.  |                         |
|                      |   | Make this practice fill |
| Save All & Apply     |   | Apply Cancel            |

## Custom1 is selected, & you see the columns you've chosen.

| Orc            | ler Module x          |                       |                    |                                     |                       |   |                     |                |
|----------------|-----------------------|-----------------------|--------------------|-------------------------------------|-----------------------|---|---------------------|----------------|
| Results (      | Drders Summary Imm    | nunizations           |                    |                                     |                       |   |                     |                |
| Orders         |                       |                       |                    |                                     |                       |   |                     |                |
| 🝸 All L        | abs Radiology In      | nm. Scheduled Expired | d Custom1          |                                     |                       |   |                     | Manage Filters |
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| Orders be      | elow are filtered.    |                       |                    |                                     | 1000 2000 Se          |   |                     |                |
|                | Order#                | Encounter Date        | NextGen<br>Status  | Result Status                       | Provider Name         | Description   | Sign-off Date       | Sign-off By    |
| <u>ka</u>      | PR0409884             | 117 9/2014 08:45 AM   | Signed Off         | Final                               | LIU, GERALD           | CBC With Differential/Platelet / Comp. Metabolic Panel (14) /<br>TSH+Free T4    | 11/22/2014 05:56 PM | Duffy, Robert  |
| 2              | PR070900              | 12/17 /2013 03:45 PM  | Signed-Off         | Final                               | LIU, GERALD           | Aerobic Bacterial Culture   | 12/19/2013 02:32 PM | Liu, Gerald    |
| 2              | PR051269              | 05/29/2013 10:45 AM   | Signed-Off         | Final                               | REDDY, SHYLA          | Urine Culture, Routine  | 05/31/2013 04:47 PM | Reddy, Shyla   |
| 20             | PR046123              | 04/04/2013 01:30 PM   | Signed-Off         | Final                               | DUFFY, ROBERT LAMAR   | Occult Blood, Fecal, IA   | 05/30/2013 12:57 PM | Duffy, Robert  |
| 2              | PR042712              | 03/01/2013/09:00 AM   | Signed-Off         | Final                               | DUFFY, ROBERT LAMAR   | CMP / Lipid Panel / Microalb/Creat Ratio, Randm Ur / Occult Blood,<br>Fecal, IA | 03/03/2013 11:25 AM | Duffy, Robert  |

## When desired, you can still select any of the other views.

## This concludes the NextGen xxxxxx demonstration.

Paddle faster! I hear banjo music.

R. Lamar Duffy, M.D. Associate Professor University of South Alabama College of Medicine Department of Family Medicine