Personal Type Document List

Follow the steps below to add the ED-Pediatric Telemedicine Consult note type to your personal list.

Personal Document Type Lists are created based upon the note types needed by the provider.

1. Click Clinical Notes.
2. Click Documents on the toolbar.
4. Double-click Ed-Pediatric Telemedicine Consult listed in the All Available Document Types pane. Move any other note types as desired (i.e. ED Note – Provider, ED Note – Procedure, SRMC ED Note – Provider, telephone note, etc.).

The document type moves to the right pane, “Personal Document Type List”.

5. Click the drop-down arrow to select a default document. For most, this should be ED Note - Provider
6. Click OK.

Note: Log out and back into FirstNet to see the new list when creating a new document.
Create a Note

Please document ALL Pediatric telemedicine consult notes as follows:

1. From within Clinical Notes, click Add Document.

2. Select ED Note–Pediatric Telemedicine Consult.

3. In the note body, type an =.

4. Scroll down the list and then double-click =pedtelemed. The template is inserted into the note.

5. Please complete all portions of the note, including: name of referring provider, brief history, brief physical exam, assessment/diagnosis, discussion with referring provider, and recommendations made.

   Please place an "x" for any recommendations made.

6. Save or Sign the note:

   If you intend to modify the note later, select Save and Close. To modify the note, right click on the note and select Modify.

   If you are finished with the note and do not need to modify the original note, select Sign. You may still right click and modify the note after signing it, but any additional information added at this point will be included as an addendum.