Completing a Consult

- To find consult patients, go to the New Consults – Adult list in Patient Lists. Locate the list for your Specialty and open the folder
  - This list shows just the patients to which you or your group are assigned as the consulting physician.
- Verbal physician handoff is required only for stat consults
- This patient will also appear on your My Groups List with the indication that this is a new consult for you or your group.
- Once you have completed the consult the patient will drop off the New Consults – Adults list for your specialty but continue to appear on your My Groups list until manually removed.

Creating a Consult Note

To write a Consult Note, open the Notes activity and select the Consult tab.

There are 2 ways to create a Consult note:

- New Note creates a blank note form
- Create in NoteWriter can be used to pull in pre-built templates
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Creating a Consult note with New Note

- Selecting New Note opens a blank note.
- Select the consult order to associate it with your note by checking the box next to the consult order you are completing.

Creating a Consult note with Create in NoteWriter

- Selecting Create in NoteWriter allows you to choose from note templates.
- A list of consult orders will open. Select the blue hyperlink for the consult order you are completing to associate it with your note.

Once you have completed your Consult note, signing your note will complete the Consult order.
Completing a Consult from the Summary Activity

You can also complete a consult from the Summary Activity. Highlight the patient by single clicking. Locate the Consult Completion tab in the lower part of the screen. All of your inpatient consults will appear on the screen.

Click the blue hyperlink to complete the consult. The consult will now drop off your New Consult list.