

SIU UNDERGRADUATE MEDICAL STUDENT EHR DOCUMENTATION

HSHS ST. JOHN'S EPIC INPATIENT EHR EDUCATION

General Access and Privileges of Medical Students: All EHR systems

Second Year Students:

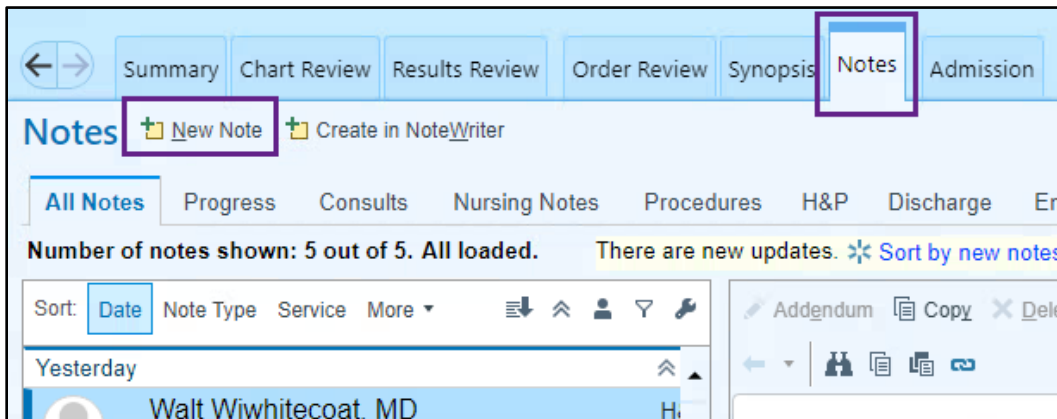
- Y2s have documentation privileges in an educational EHR environment which mirrors the live TouchWorks system, but does not interface with the live/clinic system.
 - The work done in this system is associated with standardized patient encounters hosted in the simulated patient lab as well as periodic SOAP note assignments received by their nurse educator(s).
- Y2s have full access to “view” patient medical records in the TouchWorks live/clinic environment beginning in August. They receive access to Powerchart (Springfield Memorial Hospital) in September each year and Epic (HSHS St. John's Hospital) in May of their second year.
 - If needed, Y2 students assigned to St. John's mentors can receive access ahead the regularly scheduled May training.
 - Y2 students assigned to Springfield Clinic mentors are granted access to “view” patient medical records in Athena as needed.
 - Students with SIU mentors may document, at the discretion of the physician, within the physician note (see workflow below).

Third and Fourth Year Students:

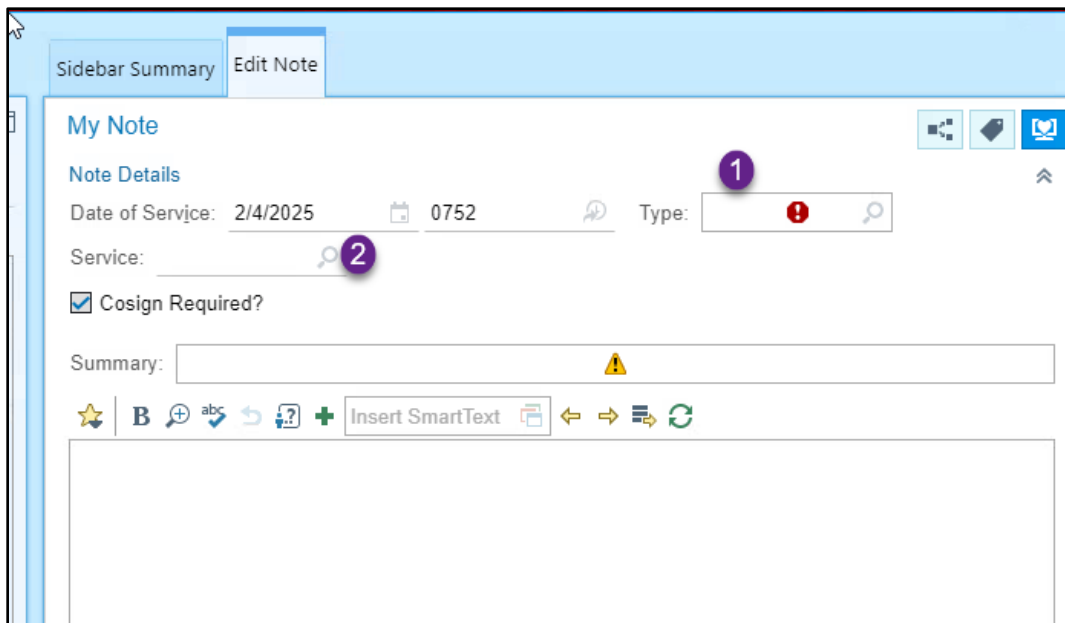
- Y3s and Y4s have EHR documentation privileges in TouchWorks, Powerchart, and Epic. They are granted access to “view” patient medical records in Athena as needed.
 - Students may contribute to the E/M billing document of the day as described below.
- Medical students will not document under someone else's user name or password.
- Any contribution and participation of a medical student to the performance of a billable service must be performed **in the physical presence of a teaching physician or physical presence of a resident** in a service meeting the requirements set forth for teaching physician billing.
 - Their **documentation cannot be used during use of primary care exception.**
 - Ex: Third year general medicine resident able to see patient without physical presence of a faculty in the room.
 - **Their documentation cannot be used for admission H&Ps or discharge summaries.**
 - **Their documentation cannot be used for procedural documentation.**

What all medical students need to do in the live Epic environment:

- A medical student may contribute to any section of the daily note by starting/opening the progress note via “new note.”



- Once they have selected new note, they will have the option to choose:
 - 1: “Progress Note” from the list of options.
 - 2: “Service” which will describe the location of care/focus of their note.



My Note

Note Details

Date of Service: 2/4/2025 0752 Type: Note Type Service:

Title	Number
Intervention - Mental Health	500007920
Intervention AODA	500007903
Lactation Note	42
Mental Health Legal Form/Note	500007911
Multidisciplinary Treatment Plan - SR	500900
Multidisciplinary Treatment Plan Review - SR	500901
Nursing Note	70
OB ED Provider Note	1020001
Op Note	1000004
OR Assist	10700001
OR Nursing	10
OT/PT/SLP Initial Assessment	5000600
Patient Care Conference	1000002
Plan of Care	1000001
Post-Sedation Assessment	3040002
Procedures	3
Progress Notes	1
Provider Student Note (The content of this medical student note is for educational purposes only and is not utilized to guide patient c...	500007915
Psych-Social History AODA	500007900
Psych-Social Treatment Plan AODA	500007904
Psychiatric Evaluation	500007919
Psychological Evaluation	500007910
Psychological Progress Note	500007908

- For the emergency department, they will choose “ED Provider Notes” from the list of options:

My Note

MyNOTE

Provider Notes

Medical Student ...

Tele-Intake

Sepsis Timer

ED Provider Notes

+ Create Note

No notes of this type filed.

Medical Student Note

+ Create Note

No notes of this type filed.

Tele-Intake

Notes Activity

Notes Activity

Flowsheets

- *Note: If directed by ED clerkship/faculty, students CAN use the “Medical Student Note” option for practice*

Practice H&P note writing: Student can use medical student notes and it will not be a part of the billable service:

- In notes activity, choose Note Writer.
- Choose Provider Student Note.
- Then choose note type H&P.
- This will then be shared with faculty for co-signature.

The screenshot shows the EHR interface with the 'Select Note Type & Template' dialog box open. The dialog box has a search bar and a list of note types. The 'Provider Student Note' option is highlighted at the bottom of the list. The background shows a list of medical students and their associated services.

Title	Number
Progress Notes	1
Consults	2
Procedures	3
H&P	4
ED Notes	6
ED Provider Notes	19
Pre-Sedation Assessment	3040001
Discharge Final Progress Note	500007913
Provider Student Note (The content of this medical student note is for educational purposes only and is not utilized to guide patient care.)	500007915

- The General H&P option under Provider Student Note is available for practice H&Ps:

The screenshot shows the 'Select Note Type & Template' dialog box with the 'Provider Student Note' selected in the search bar. Below the search bar, the 'Select a NoteWriter template:' section lists several options, with 'GENERAL H&P' selected and highlighted by a blue box.

Select a NoteWriter template:

- ☐ ADULT DAILY PROGRESS NOTE
- ☐ PEDIATRIC DAILY PROGRESS NOTE
- ☒ GENERAL H&P
- ☐ NICU ADMISSION
- ☐ HSHS IP GEN MEDICAL DISCHARGE SUMMARY
- ☐ IP BEDSIDE PROCEDURE NOTE
- ☐ PROGRESS NOTE WITH ROS AND PE
- ☐ HSHS CONSULT
- ☐ HSHS SEPSIS FOCUSED EXAM
- ☐ HSHS IP FINAL PROGRESS NOTE
- ☐ ED MEDICAL STUDENT NOTE
- ☐ Blank Note

Accept Cancel

- Once their portion of the billable note that they have contributed to with a resident and faculty is complete, **the student will add their signature smart phrase: Medstudstatement**

The screenshot shows a web-based medical note editing interface. At the top, there are two tabs: 'Sidebar Summary' and 'Edit Note'. The 'Edit Note' tab is active. Below the tabs, the title 'My Note' is displayed. To the right of the title are three icons: a square with four smaller squares, a diamond, and a yellow triangle with an exclamation mark. Below the title, the text 'Progress Notes • Critical Care • 2/4/2025 1252 • Requires Cosign' is shown. Below this, there is a 'Summary:' label followed by a text input field. Below the input field is a toolbar with various icons: a star, a bold 'B', a magnifying glass, a plus sign, a question mark, a green plus sign, a red 'X', a blue 'I', a blue 'U', a blue 'A', a blue 'B', a blue 'L', a blue 'P', a blue 'S', a blue 'T', a blue 'E', a blue 'N', a blue 'D', a blue 'C', a blue 'V', a blue 'W', a blue 'Y', a blue 'J', a blue 'F', a blue 'G', a blue 'H', a blue 'K', a blue 'L', a blue 'M', a blue 'N', a blue 'O', a blue 'P', a blue 'Q', a blue 'R', a blue 'S', a blue 'T', a blue 'U', a blue 'V', a blue 'W', a blue 'X', a blue 'Y', a blue 'Z', a blue 'A', a blue 'B', a blue 'C', a blue 'D', a blue 'E', a blue 'F', a blue 'G', a blue 'H', a blue 'I', a blue 'J', a blue 'K', a blue 'L', a blue 'M', a blue 'N', a blue 'O', a blue 'P', a blue 'Q', a blue 'R', a blue 'S', a blue 'T', a blue 'U', a blue 'V', a blue 'W', a blue 'X', a blue 'Y', a blue 'Z'. Below the toolbar, the text 'Note Text or Template entered here.' is displayed. Below this, the 'Add SmartPhrase' dropdown menu is open, showing the selected phrase 'Medstudstatement'. Below the dropdown, the text 'I participated in the documentation of this service as a medical student.' is displayed, followed by 'Orioles, alex' and '2/4/2025 12:53 PM'.

- By adding the smartphrase, the name of the medical student involved in the care will be inserted and time stamped.
- They will then “share” the note to allow for a resident and/or attending to contribute to the note.
- The student will not edit the note after the physician signature.

What teaching physicians need to do when working with medical student documentation:

- The faculty must verify all student documentation or findings: history, physical exam, and/or medical decision making.
- **The faculty must personally perform (or re-perform) the physical exam and medical decision-making activities of the E/M service being billed.**
- To review student/resident documentation in Epic, you can hover over the documentation to identify the author and review it:
 - 1: Select any note in Chart Review, Notes, or Doc Review.
 - 2: Click on “Hover for Details.”
 - 3: Hover over the content of the note you want to review.

The screenshot shows the Epic Chart Review interface. On the left, a table lists notes with columns for Date of Service, Type, S..., Author, and Encounter Type. A purple circle '1' highlights the 'Me' column. On the right, a detailed view of a note by Alex Redsox is shown. A purple circle '2' highlights the 'Show:' dropdown menu, which is open, showing options: Written (checked), Templated (checked), and Copied (unchecked). A purple circle '3' highlights the 'Hover for details' option at the bottom of the dropdown. The note content includes patient information, a problem list, and vital signs.

- To review content that was copied and pasted from another source, such as a previous note, click:
 - 1: “Copied” option and hover over the content you want to review.
 - 2: Will display who copied the content and where it was copied from.

The screenshot shows a patient's problem list on the left and a detailed view of a note on the right. The problem list includes diagnoses like GI bleed, Hypertension, and Diabetes type 2, controlled. The detailed view shows a note by EMP- TRN081. A red arrow points to the 'copied by EMP- TRN081' text. On the right, a dropdown menu is open, showing the 'Show:' options: Written (checked), Templated (unchecked), and Copied (checked). The 'Added by:' section lists EMP- TRN080 and EMP- TRN081. The 'Hover for details' option is also visible.

- In the Notes Activity, the attending can select a resident's name and their documentation will display:

ASSESSMENT:
ADHD, predominantly inattentive type, stable.

PLAN:
Continue current ADHD medication(s).

Assessment/Plan:
Principal Problem:
GI bleed
Active Problems:
Diabetes type 2, controlled
Upper endoscopy.
GI Consult for Upper GI Bleed

Electronically signed by Sam Ilstethoscope, MD at 02/03/25 0758
Electronically signed by Walt Wiwhitecoat, MD at 02/03/25 1322
Electronically signed by Chris Cabbage, MD at 02/04/25 1133
Electronically signed by Chris Cabbage, MD at 02/04/25 1135

Note Details

Author	Chris Cabbage, MD	File Time	02/04/25 1135
Author Type	Physician	Status	Addendum

Show: ☒ Written ☒ Templated ☒ Copied [Clear all](#)

Added by:
☒ Chris Cabbage, MD
☒ EMP- TRN080
☒ EMP- TRN081
☒ Hover for details

- In the Notes Activity, the attending can select a medical student's name and their documentation will display:

General Appearance: Comfortable.
Vital signs: (most recent): Blood pressure 100/60, pulse 80, temperature 98.6 °F (37 °C), temperature source Oral, resp. rate 20, height 1.803 m (5'10.98"), weight 86.2 kg (190.1 lb), SpO2 99%.
Output: Producing urine.

Assessment & Plan

Redsox, alex
2/4/2025

Electronically signed by Alex Redsox at 02/04/25 1054
Electronically signed by Alex Redsox at 02/04/25 1141

Note Details

Author	Alex Redsox	File Time	02/04/25 1141
Author Type	Medical Student	Status	Cosign Needed Addendum
Last Editor	Alex Redsox	Service	Hospitalist
Hospital Acct #	1011971	Admit Date	2/3/2025

Show: ☒ Written ☒ Templated ☐ Copied [Clear all](#)

Added by:
☒ Alex Redsox
☐ Hover for details

Attestation:

- Once documentation is reviewed, the faculty must add the following attestation:

Name	Description
☆ MEDICALHX	History - Past Medical History
☆ MEDICALRECORDSPHR...	Facility name: *** Request Electronic or Paper: *** Date of Servi...
☆ MEDICALSTUDENTSTAT...	Medical Student Statement created for CHG0093166

medicals

Redsox, alex
2/4/2025

[SmartLinks](#) [Pend](#) [Sign](#) [Cancel](#)

- By clicking the attestation, this will be added to the note:

“A student assisted with the documentation of this service. I saw and personally examined the patient and reviewed and verified all information documented by the student and made modifications to such information, when appropriate.”

- If both a **medical student** and a **resident** document within the note, the faculty **attests to both the student’s documentation AND the resident’s participation** in the care of the patient as shown below:

Name	Description
☆ RESIDENTDOCREVIEW	I have reviewed the progress note documented by the resident/inte...
☆ RESIDENTDOCUMENTA...	Physician's attestation for resident

.resident

SmartLinks

Pend Sign Cancel

- This is how the text translation will look for both:

☆ B [icons] + Insert SmartText [icons]

I have reviewed the progress note documented by the resident/intern/student. I concur with no corrections/additions.

I was physically present in the room with the resident and personally performed/re-performed the exam and medical decision making. A portion of this documentation was provided by the resident. I have reviewed and verified their documentation. |

SmartLinks

Pend Sign Cancel

- The faculty must sign and date their documentation.

Faculty can give verbal note feedback:

- There is no way to “task” feedback electronically between students and faculty in Epic.

General scenarios that satisfy the physical presence requirement:

- **Student sees patient alone and obtains history, physical exam, medical decision making** (this may be more common on outpatient):
 - Medical student may contribute to documentation.
 - Resident and/or faculty **MUST** see the patient, verify history, re-perform physical exam and medical decision making, reviews all and places **BOTH** medical student and standard resident attestation to note before signing.
- **Student and resident see patient together, obtain history, physical exam, medical decision making** (this may be more common on inpatient):
 - History, physical exam and key decision making takes place together.
 - Medical student may contribute to documentation, resident contributes.
 - Faculty **MUST** see patient, verify history, re-perform physical exam and medical decision making, reviews all and places **BOTH** medical student and standard resident attestation to note before signing.
- **Student, resident and faculty all go into exam room together at the same time** (may be more common on inpatient):
 - History, physical exam and key decision making all takes place together.
 - Medical student may contribute to documentation, resident contributes, faculty reviews all and places **BOTH** medical student and standard resident attestation to note.