



Housestaff NEWSLETTER

KEY TOPICS THIS MONTH:

- Quick Reminders from GME
- Health Information Department

QUICK REMINDERS FROM GME

Licenses to GME:

If you have applied for a Utah Medical License, DEA license and/or an NPI number, please be sure to get copies to the GME office (1C412) when you receive them. You are welcome to e-mail scanned copies to gme@hsc.utah.edu if this is more convenient for you.

New uCard:

Please note that if you replace your uCard for any reason, meal money balances and door access are not automatically transferred. Please notify the GME office (581-2401) if you obtain a new uCard.

USMLE Step 3:

PGY1 residents must have a passing score on USMLE Step 3 by June 30, 2009. To allow sufficient time for results, we strongly recommend you schedule your test prior to April, 2009.

W-2 Tax Forms

If you have not already received your 2008 W-2 Wage and Tax Statement you can print it directly from the Campus Information System at www.cis.utah.edu. Log in and navigate to the "My Human Resources / Payroll" pagelet then click on "W-2 Form Reprint."

If you have questions contact Payroll Accounting at 581-3428.

CAMPUS INFORMATION SYSTEM
THE UNIVERSITY OF UTAH

My Human Resources/Payroll

- Personal Bio/Demo Information**
View/Update your Personal Information.
- U of U Campus Alert**
Set your campus notification preferences.
- Payroll, Taxes and Salary**
View Paycheck, Direct Deposit and other Payroll Information.
- Benefits Information**
View your Personal Benefits Information.
Click here to read FAQ's on eBenefits
- W-2 Form Reprint**
View and Print Your W-2 Form.





HEALTH INFORMATION DEPARTMENT

An **Rx** from Health Information

Handwritten Op Notes

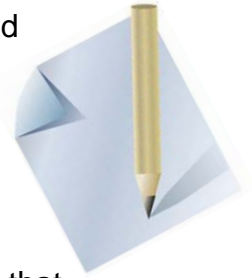
All invasive procedures are required to have a handwritten procedure note. We ask for this documentation because dictated reports are not immediately available due to transcription delays.

In your handwritten note please include the following (at a minimum):

- Physician and Assistants
- Pre Procedure Diagnosis
- Findings / Post Procedure Diagnosis
- Technical Procedures Used

Optional notes may include:

- Specimens
- Estimated Blood Loss
- Type of Anesth.
- Dressings/site of entry as appropriate



Consults in PowerChart

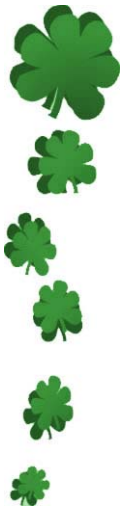
When documenting a consultation in PowerChart, please remember that the initial consultation needs to be cosigned by your attending physician. It is important to have the attending authenticate all documents in PowerChart since residents do not have these privileges.

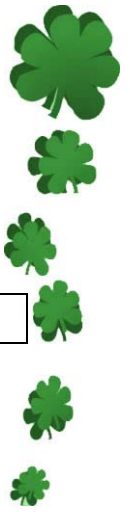
Please remember that in the shared medical record the request for consult must be written in either the assessment and plan (in the progress notes), or in the orders by the requesting service. Subsequent visits are no longer considered "follow-up consults" and should **not** be put in the "*Inpatient Consult*" folder.

Consider, instead, documenting your "follow-up encounters" in the "*Progress Notes*" folder where you are able to print and sign the documents. Even though you are a consulting service, it is acceptable to put your note in PowerChart as "*Progress Notes*."

According to the AMA and CMS, only one consult per service line is billable per patient stay. However, you are welcome to follow the patient as long as medically necessary using follow-up hospital care notes/codes.

Direct any questions to the specialists in the Physician Charting Areas. Phone numbers are at the bottom of your weekly letters, or you may email himnewsletter@hsc.utah.edu.





HEALTH INFORMATION DEPARTMENT (CONTINUED)

Coding Tips of the Month:

1. Show all disease relationships. (Any condition that complicates a diabetic condition should be clearly documented.)

Example: Anemia

Anemia due to blood loss from UGI bleeds
Chronic anemia due to Chronic Renal Failure

2. Document all diagnoses that are actively treated since complications and co-morbidities improve DRG reimbursement.



Have a Great March!

