

Let's talk about



If you or someone you love has an issue with opioids, your family doctor can help. Start a discussion today.



Refer to Printed Materials



# EMR Guide + Tip Sheets

1. Review Alberta Netcare at every encounter
2. Discuss opioid risks and offer Naloxone kit
3. Pain and function assessments
4. Create a care plan
5. Complete a POMI assessment
6. Create follow-up reminders
7. Offers of care

# EMR Tip Sheets



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## Opioid Measures and EMR Guide



### GENERIC EMR GUIDE

Generic EMR Guide



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Wolf Guide



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Excel Tool



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Team Assessment



### MED ACCESS GUIDE

Med Access Guide



### ACCURO GUIDE

Accuro Guide



### READINESS CHECKLIST

Readiness Checklist

# STEP Checklist

## Supportive Tools for Every Panel (STEP) Checklist

*This checklist is intended as a guide for panel and screening activities. It can be used to monitor and document progress, as well as define and prioritize future goals. Each clinic can determine the pace of their quality improvement work. The STEP Toolkit and STEP Workbook are supporting documents to guide you through this work.*

*The STEP toolkit will provide additional resources you may need and the STEP Workbook will take you through each activity in greater detail.*



Refer to  
Printed  
Materials

Yes Working On Not Yet	Activity	Outputs
<b>Panel Identification Level 1</b>		
<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Determine active patients that are attached to a primary care provider.	Established and documented processes that identify all patients attached to the panel.
<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Roles and responsibilities are outlined and assigned for panel identification.	Job descriptions are documented and produced.
<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	EMR configurations and settings are managed by one or more clinic staff.	One or more clinic staff is assigned to manage the EMR configurations and settings. Person(s) responsible for this work is documented.
<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Patient statuses are defined, configured and shared with the clinic team.	List of status definitions, configuration and clinic workflow process are documented and shared with the team.
<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Patient panel list for each provider is available internally to the clinic team.	List of patients for each provider is produced from the clinic EMR.
<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	A standardized process for patient validation is established and documented. A validation rate is produced and shared with the team.	A validation rate is documented and shared with the team.
<b>Panel Identification Level 2</b>		
<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Patient panel lists are regularly: (1) produced for each primary care provider; (2) shared internally; and, (3) discussed as a team to review accuracy.	Patient panel list is produced for each provider. Team meetings are held to address inaccuracies arising from the review.
<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Conduct EMR searches to actively clean the panel.	Documented list of your EMR clean up searches to be run at regular intervals.
<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Patient demographics, provider assignment, or status definitions are updated as a result of the EMR clean-up searches.	Documented processes outline actions you take with your EMR searches and how you can use them to clean up your panel and maintain a clean panel.
<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	For patients seen within the last 3 months, patient validation rate is greater than 90% and results shared with the clinic team.	Clinic team has consistently achieves a patient validation rate of 90% or greater.
<b>Panel Identification Level 3</b>		
<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Research, compare and discuss the value and use of available external reports to inform quality improvement and patient care. Provider applies for and receives chosen external report(s).	HQCA panel report PCN supported report Alberta Health Panel report CPCSSN (see workbook for more information on reports)
<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Based on selected external reports, goals and actions for improvement are planned and assigned.	At least one or more assigned quality improvement activities are trialed, completed and documented.
<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	During the last 3 years, patient panel validation rate is greater than 90% and results shared with the clinic team. The panel report indicates the current validation rate and the rate is tracked over time.	Clinic team has consistently achieved a panel validation rate of 90% or greater during the last 3 years.
<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Expertise is demonstrated by independently conducting quality improvement activities based on internal and external reports and unique clinic traits.	Ongoing quality improvement activities and accurate patient panel reports.