

Panels in CPAR

A patient panel is a set of patients that have established relationships with a primary provider. There is an implicit agreement that the identified physician or nurse practitioner and team will provide comprehensive, longitudinal primary care.

With that in mind, a Central Patient Attachment Registry (CPAR) panel of patients can be thought of as:

- that group of patients for whom you:
 - provide comprehensive longitudinal care and consider that you “quarterback” their care, and:
 - wish to:
 - declare yourself to the rest of the health care system as their primary provider, or as a partner in their primary care team in Alberta Netcare (beginning in June 2021 a patient’s CPAR attachments will display in their Netcare record)
 - receive [eNotifications](#) of events at AHS facilities such as ER discharges, inpatient admissions and discharges, and day surgery discharges

Some useful resources for additional information on panels:

[Guide to Panel Identification](#)
and
[ACTT Panel and Continuity Resources](#)

How to panel for CPAR in Med-Access

In the demographic area of the patient chart the basic information that is needed for patient panel identification for CPAR is:

- Full Name
- Date of Birth
- Gender
- Primary Provider
- Patient Status (Active or Inactive)
- Alberta Health Care # (PHN)
- Status Date
- Confirmation Date (“Demographics Validated”)

CII/CPAR Test
47 years 08-Nov-1972 Male
Phone: (780) 123-4567
Provider: M. MD Inst#: 75106-6009

Demographics

Identification

Last Name* Test
First Name* CII/CPAR
Middle Prefix Suffix
Name Type Display
Chart #
DOB* Newborn 08-Nov-1972
Gender* Male
Marital Status Unknown
Primary Identifier Number 75106-6009
Primary Identifier Type 'Group' AB PHN
Primary Identifier Expiry Date dd-MMM-yyyy
Patient Status Active s-MMM-yyyy Identifier List ...

Address & Phone

Address 1234 5 Street
City Edmonton
Province Alberta
Postal Code T8B 1B5
Country Canada
Designation Addressee
Address Type 'Group' Home - Permanent
Area Number Ext 780 123-4567
Comment
Phone Type 'Group' Home - Phone
Phone List

Care Assignment & Notes

Rostered? Yes No
Primary Provider MD, Test
Secondary Provider
Provider Group
Referring Provider
Family Provider
Effective dd-MMM-yyyy
Notes
First Appt 07-Nov-2019
Last Appt 07-Nov-2019
Consent Confidential
Paper chart superseded: All Demographics Validated: 07-Nov-2019

Note: key items to consider are:

- the “Demographics Validated” field must have a date
- The patient’s status must be one that the clinic chooses for CPAR. Med-Access has new functionality in “Patient Status Management” to designate statuses as CPAR recognized. The checkbox in the “Paneled” column should be checked for every status that is CPAR appropriate:

Patient Status Management Return Help

Name	Code	Active	Sort	Colour	Icon	Paneled	User	Clinic
Active	active	<input checked="" type="checkbox"/>	0			<input checked="" type="checkbox"/>		
Inactive	inactive	<input checked="" type="checkbox"/>	1	Light Yellow	User Information	<input type="checkbox"/>		
Duplicate	duplicate	<input checked="" type="checkbox"/>	2	Light Yellow	User Information	<input type="checkbox"/>		
Deleted	deleted	<input checked="" type="checkbox"/>	3	Light Yellow	User Information	<input type="checkbox"/>		
Deceased	deceased	<input checked="" type="checkbox"/>	4	Light Yellow	User Information	<input type="checkbox"/>		
Archived	archived	<input checked="" type="checkbox"/>	6	Light Yellow	User Information	<input type="checkbox"/>		
Temporary	temporary	<input checked="" type="checkbox"/>	7	Light Yellow	User Information	<input type="checkbox"/>		
Unconfirmed	unconfirmed	<input checked="" type="checkbox"/>	8	Light Yellow	ID Card Warning	<input type="checkbox"/>		
Blind	10	<input type="checkbox"/>	0	Light Yellow		<input checked="" type="checkbox"/>		
LTC	13	<input type="checkbox"/>	0	Light Yellow		<input type="checkbox"/>		

Some useful resources on setting demographic information in your EMR

[The Med-Access EMR CII and CPAR Online Guide](#)

and

[The TELUS Med-Access Guide for Patient’s Medical Home](#)

Five Key Changes in Behaviors at the Practice

1. Regularly confirm that both you and the patient consider that you are “quarterbacking” their care
2. Record the confirmation in the EMR in the “Patient Data Verified” field with a date
3. Maintain & review the panel list at regular intervals
4. Utilize the panel list to plan care delivery
5. Submit the panel list to CPAR (once registered, TELUS uploads automatically on the 10th of the month)

eNotifications in your Med-Access EMR

Uploading your paneled patients to CPAR enables routing of eNotification alerts to your EMR inbox when one of your paneled patients has an event at an AHS facility. eNotifications are sent for:

- Emergency room discharges and left without being seen
- Inpatient admissions and discharges
- Day surgery discharges

eNotifications are received by the clinic twice daily at 6am and 2pm

eNotifications are delivered into the patient’s EMR chart as active **Investigation Tasks** with the **Type “Encounter Notification”** and assigned to the patient’s CPAR identified provider

- They will appear in the provider’s **Task** box, the **Tasks** tab of the patient’s chart, the **Investigations** tab of the patient’s chart and anywhere else active tasks are displayed
- The e-notification content can be viewed two ways:
 - By opening the task:

Puder 'herb' Stanley 9 years  

Task

Category*	Type
Investigation	Encounter Notification
Description	Reason

Note / Instructions

Enter new note/instructions here

20Feb20:Encounter Notification

Assignee*

Test, Doctor

Due*

30-Mar-2020

Last Update: LabServer

Update or Forward  

Complete this task  

Save  Preview 

Result

Ordering Provider

Test, Doctor

Encounter Notification

20FEB2020 07:00AM

Synopsis Normal Abnormal Critical Abnormal

Provider Comments

Patient:510191859 Stanley,Puder 'herb' 1998 F [Lab]

Patient:510191859 Stanley,Puder 'herb' 02NOV2010 M [EMR]

Patient Type: Emergency
Discharge Date:2--Dec-2020
Encounter Notification

To: Kim Li
Patient: Petra Brawn PHN/ULI: 510191859 DOB: 1998-02-27 Gender: F
Alternate Identifier(s): ABH ASSC-ULI 528581879
Panel submissions name: Puder 'herb' Stanley
On 2020-02-20 13:18 has been discharged from emergency at Daysland Health Centre.
Attending Provider: Well, Doctor
Referring Provider: Best, Doctor
Additional providers notified:
Dr. Peter Jay
Dr. David Thompson

- Or, if you hover the cursor over the task description wherever it is seen (here it is in the **Active Tasks** sidebar widget) a window will pop up with the eNotification content.

The screenshot shows the Alberta Netcare EMR interface. On the left, there's a 'Doctor Test' section with a search bar containing 'Test, Doctor'. Below it is a table with columns 'pe', 'Concern', and 'Annt Status'. The main content area shows an 'Encounter Notification' for a patient named Stanley, Puder 'herb'. The notification includes patient demographics, facility information, and attending providers. On the right, there's a 'My Tasks Filters' sidebar with 'Active Tasks (1)' and 'Urgent Tasks (0)'. Below that is an 'Active Tasks' table with columns 'Due', 'Patient', 'Description', and 'Reason Recur'. The 'Description' column for the active task is highlighted with a red box, showing the text 'Investigation, Encounter Notification'.

Team members with access to the task box can see the eNotifications and responding can be teamwork. The eNotification includes basic information:

- Pt demographics
- Facility location
- Date/time
- Attending provider
- Admission reason (if available)
- Additional providers notified (if multiple providers have identified the patient on their CPAR panel).

It is important to check Alberta Netcare for additional information about the encounter before following up with the patient.

The eNotification task remains in the **Tasks** tab and in the **Investigations** tab of the patients chart after completion.

For More information on eNotifications in your EMR:

[The Med-Access EMR CII and CPAR Online Guide](#)



About deceased patients

The notice will include a deceased notification next to the patient's name if the information is available in the data feed from the AHS facility's Admission, Discharge Transfer (ADT) system. If the data includes both the patient name and the date of death, both will be displayed: Patient Name (Deceased: YYYY-MM-DD). If the ADT data does not include a date of death, then only the deceased notification will be shown: Patient Name (Deceased). ANP can be checked in the meantime to see if a death has been recorded by the AHS facility. Once the death has been registered with Vital Statistics, the date of death will be shown on the CPAR demographic mismatch report after the next panel submission.

At the clinic mark the patient as deceased in Patient Maintenance by changing the Patient Status so the patient will not load to CPAR in the next monthly upload.

More Panel Resources:

Additional resources are available for clinic team members maintaining the panel on the [Panel Resources](#) page.

The [Panel Readiness Checklist](#) is a valuable tool to determine if your clinic is panel ready before participating.