

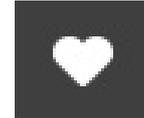
# Quick Reference Guide: Vitals

## New Vitals Chart Section

- Used to record Vitals for the patient during and between office visits.
- All vitals displayed in a grid format to easily view trends.
- Vitals recorded with the same date of service as the Office Note will be published in that note. FR
- BMI calculated from entered Height and Weight and immediately displayed.
- BMI %ile calculated and immediately displayed for patients age <18 years.
- No need to use Snippets to record BP codes. Codes automatically applied.
- No need to use Snippets to record Dietary Counseling. Click a single checkbox instead.

## Access Vitals

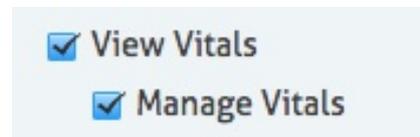
1. Open patient chart.
2. Click Vitals tool in the vertical tool bar on the left.



Note: The Vitals tool is disabled until user is assigned the View Vitals permission by the account administrator. There are two Vitals permissions:

View Vitals Permission: View only

Manage Vitals Permission: Add, Edit, Delete



## View Vitals Grid and Popup

Each line in the grid displays all vitals recorded on the indicated date, with the most recent Vitals record on top.

Date	Ht (ft in)	Wt (lbs)	BMI	Counsel Y/N	Waist (in)	Temp (°F)	Resp (bpm)	O <sup>2</sup> Sat (%)	BP1	BP2	BP3	Pulse (bpm)	HR (bpm)
06/26/2016	5' 6"	128	20.7					96	150/ 86	/	/	72	
06/24/2016	5' 6"	125	20.2		66	66	66	66	140/ 66	140/ 66	140/ 66	66	66

Date	Ht (ft in)	Wt (lbs)	BMI
06/26/2016	5' 6"	128	20.7
06/24/2016	5' 6"	125	20.2

A teal triangle in a cell indicates a comment was recorded for that vital. Hover to view comment.

A red triangle in the Date cell indicates a General Comment was recorded for that date. Hover to view comment.

Click anywhere on a line to open the View Vitals detail popup.

**View Vitals**

06/26/2016

Height (in)	66	Blood Pressure	
Weight (lbs)	128	BP 1 (mmHg)	150 / 86
BMI	20.7	BP 2 (mmHg)	sitting measurement
Reason not done		BP 3 (mmHg)	/
Patient reported weight		BP 3 (mmHg)	/
Dietary Surveillance Counseling	N	Reason not done	
Waist (in)		Pulse / Heart rate	
Temperature (°F)		Pulse (bpm)	72
Respirations (bpm)		Heart Rate (bpm)	
O <sub>2</sub> Sat (%)	96		
O <sub>2</sub> Sat Method	With O		

Cancel Edit

## 6.5 Release Notes

FR indicates a feature planned but not yet implemented for Release 6.5 on June 30, 2016.

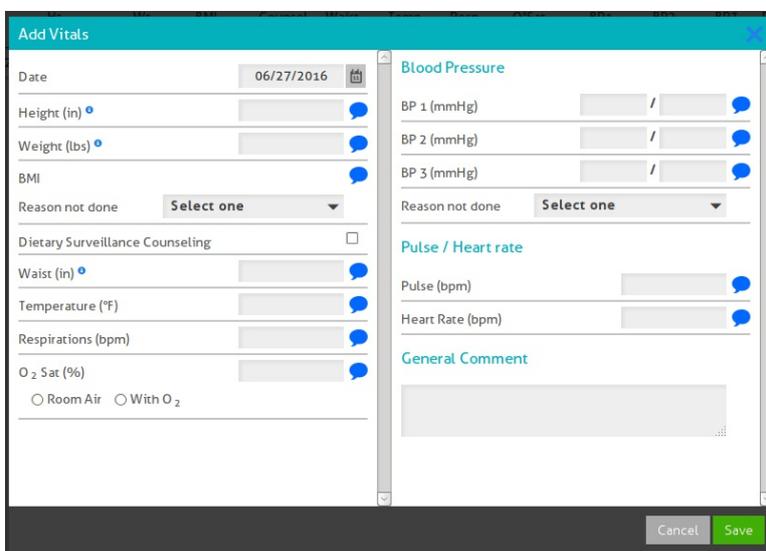
Historical vitals records will be migrated from prior Office Notes in a future release.

Vitals chart section will replace Vitals in the Office Note in a future release.

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### Add Vitals

- Click **Add Vitals** button in top left corner to open the Add Vitals popup.  
Note: there are two popups based on patient age. The Child (age <18 years) popup has 3 additional fields: Height Method, Weight Method, and BMI %ile (CQM requirements).
- Enter any vitals measurements. No fields are required.  
Entries rounded to the nearest tenth of an inch/pound for Height, Weight, and Waist.  
Enter Height in inches which is displayed as feet inches on the grid (e.g., 66 in = 5' 6").  
Date is defaulted to today's date but can be changed to any date prior to today.
- Select Reason Not Done if Height or Weight is not recorded. (CQM requirement)
- Select Reason Not Done if BP is not recorded. (CQM requirement).
- Click a  comment bubble to display the comment field for that measurement.  
Clicking the bubble again will hide the comment field.
- Click **Save** when all vitals have been recorded. The vitals record is saved for the recorded date and displayed in the grid in chronological order.



### Edit Vitals

- On the grid, click anywhere in a line of the Vitals you want to edit. View Vitals popup opens.
- Click the **Edit** button on the View Vitals popup.
- Make any changes.  
Note: All previously recorded comments display by default.
- Click the **Save** button. Changes are saved and displayed in the grid.

### Delete Vitals <sup>FR</sup>

- On the grid, click anywhere on the line you want to delete.  
View Vitals popup opens.
- Click the Delete button  (lower left corner) of the View Vitals popup.
- (optional) Enter Reason.
- Click the red Delete button in the Delete Vitals popup.  
Vitals record for that date is removed from the grid.

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