

Nexus EHR Cheat Sheet - Massage

Log on:

Check that the modem attached to back of monitor is on = blue light

Turn on Monitor – lower right of screen

Either select your name or select *new user* if someone else is still logged on

Log onto computer with PCHS username (e.g., dsmith) and password

Open Google Chrome

Go to nexusclinical.net

If new window does not pop up, go to upper right corner of Chrome browser and open popup blocker. Allow popups from nexusclinical.net.

Refresh screen

In new pop-up window, select “go to PCHS Login”

Log in with PCHS email address and password

Click continue once you have verified your information

Nexus Dashboard

Today’s Schedule – verify that your name is selected

View list of patients

To begin notes (Patient Encounter)

Click on patient icon on the left of the patient’s name

or

Click on “encounter start” in **actions** drop down menu to the right of the patient’s name

Go to...

CC/HPI (Chief Complaint/History of Present Illness)

Select a Chief Complaint – Type in “pain” to shortcut to choices

Click “Add” and preset questions will populate that you can fill in, or you can delete those questions and type your own notes using OLDCAARTS as your guide.

OR

If your client is a return patient with same Chief Complaint as a previous appointment:

Choose “previous HPI” and “Add to Chart

You can modify those as needed

Go to...

P.E. (Physical Examination)

Choose “Stock Images”

Choose the body image template. It will open in a new window.

Choose from the tools the draw circle tool and then hold the left button on the keyboard and drag the circle to create the size. Position the circle over the problem area by dragging it.

Click “save image”

Type in the dialog box your Objective observations like posture, ROM, demarcations, POP areas, etc.

Go to...

Plan Notes

Click on play button to right of Plan Notes

Select “My Plan Templates”

Select “Standard Massage

Fill out the form – Write your Assessment e.g., “Qi Stagnation in the UB ch due to taxation”, and the type of massage you did, what it was for, and any acupoints that you used, e.g., “Tuina and Swedish for low back pain. UB 23, GB 30, UB 40, 60, K3.”

Be sure to fill out all fields including response to treatment and when they should return.

OR

If your client is a return patient with same Chief Complaint as a previous appointment:

Choose: Previous plan notes

To finish go to...

Superbill in menu on right hand side of screen

Check message

Close screen by clicking X in up right

After superbill closes, go to bottom of page and click on “Chart Note”

Review your notes. If not satisfied, close and go back to previous screen to modify.

If satisfied, go to bottom of screen and click green “Sign Off” button.

To reopen a note after it has been signed off:

Go to your Dashboard. Under “Encounters” find the patient via “Recent Encounters”

Click on the Action arrow and select “Chart Note”

Click on the tab “Chart History”

Click on the Action button “Select” and choose “Re-Open Encounter”

In the pop-up window type your reason, e.g., “add additional notes” and select “Re-Open Encounter”

Add your notes or make changes and then follow the steps to sign off.