

Adding Diagnosis Codes to PM Office

Registration Representative is responsible for:

- Reviewing power chart for the diagnosis code
- Adding the diagnosis code as listed in Power Chart to the encounter.

➤ Open Incomplete admission notification worklist

- **Filter to:** MHRH Inpatient Rehab, MHRH IP BH, and MidHudson Regional Hospital.



- Notification board will populate

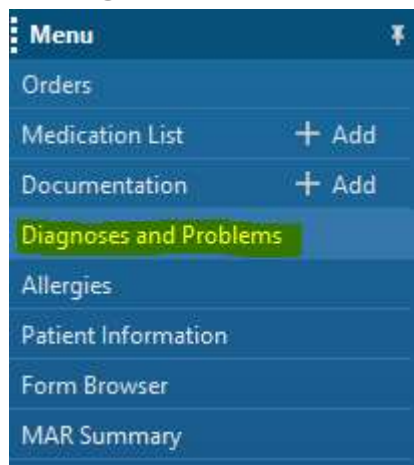


	Patient Name	MRN	FIN	Pt Type	Admi
Incomplete	DI [REDACTED] T J	1 [REDACTED]	[REDACTED]	Inpatient	
	DI [REDACTED] J	[REDACTED]	[REDACTED]	Inpatient	

- Highlight the patients name and right click on *Modify Encounter*.
- Open power chart and search the patients FIN.



- ✓ Patient's information will appear and then you will select **Diagnosis and Problems** under *Menu*.



- Menu
- Orders
- Medication List + Add
- Documentation + Add
- Diagnoses and Problems
- Allergies
- Patient Information
- Form Browser
- MAR Summary

- ✓ Diagnosis code for the patient will populate

Diagnosis (Problem) being Addressed this Visit

+ Add Modify Convert Display: All

	Priority	Annotated D...	Condition Name	Date	Code
		Alcohol abuse...	Alcohol abuse	04/28/2024	25750014
	2	Alcohol use di...	Alcohol use d...	04/29/2024	F10.20
	3	Alcohol withd...	Alcohol with...	04/29/2024	F10.939
	4	Bipolar disorder	Bipolar disor...	04/29/2024	F31.9
	1	Tobacco use	Tobacco use	04/29/2024	Z72.0

- Within the encounter, select *Appointment Information*

Insurance Summary	Appointment Information	Insurance Primary	Insurance Secondary	Insurance Tertiary	Insurance Quaternary
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- Add all diagnoses codes listed in PowerChart.

— Diagnosis Codes —

Diagnosis 01: ...

Diagnosis 02: ...

Diagnosis 09: ...

Diagnosis 10: ...

- To ensure it saves, click the three dots or the free text in the box.

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