EMA Otolaryngology™ - Day 1

### Pre-conference Workshop Agenda – Thursday, November 6, 2014

**8:00am - 8:15am Staff Introductions and Agenda Review**

**8:15am - 10:00am Patient Intake**

* Edit Patient Data
* Clipboard Intake
* Manage Visit Settings
* Vitals
* Chief Complaint
* Review of Systems

**10:00am - 10:10am Break**

**10:10am - 11:10am** **The Exam Room**

* HPI Review/Editing
* Exams
* Impressions and Plans
* Follow Up
* Note Review/Outputs

**11:10am - 11:20am Break**

**11:20am - 12:00pm Exam Room Workflow Features**

* Deleting/Resuming Exams
* Quick Impression Edit
* Finalizing

**12:00pm - 12:30pm Lunch**

**12:30pm - 2:00pm New Patient Visits**

* Acute Sinusitis
* Hearing Loss
* Deviated Septum and Turbinate Hypertrophy
* NUB Mouth
* ePrescribing

**2:00pm - 2:10pm Break**

**2:10pm - 3:30pm Daily Note Review**

* Home Screen

*\*\*\*Please note that these times are subject to change\*\*\**

EMA Otolaryngology™ - Day 2

### Pre-conference Workshop Agenda – Friday, November 7, 2014

**8:00am - 9:00am Follow-up Visits**

* Previous Note Review, Attachment Review
* Deviated Septum
* Acute Sinusitis
* Neck Mass
* Consents

**9:00am - 10:00am Post-op Visits**

* Post-op Septoplasty
* Post-op Sinus Surgery

**10:00am - 10:10am Break**

**10:10am - 11:30am Billing**

* E/M billing (New and Est)
* Billing Overrides
* Separate and Identifiable Documentation

**11:30am - 12:00pm Ancillary Tasks**

* Progress Notes
* Intramail
* Refill Requests
* Path Log

**12:00pm - 12:30pm Lunch**

**12:30pm - 1:50pm Group Practice/Role Playing**

**1:50pm - 2:00pm Break**

**2:00pm - 3:30pm Customization and Go Live Prep**

* Stickies

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