Incidental Findings Workflow

APPLICATION: ASAP
AUDIENCE: Providers

ORIGINATION DATE: 12/22/2022
EFFECTIVE W/EPIC VERSION: May 2022
REVISION DATE: 1/4/2023
TEMPLATE APPROVED:

Incidental Findings Workflow

When the Radiologist communicates with other Medical Staff about an **Imaging Incidental Finding**, it's important to track that the communication took place and follow up actions are complete. The **Result Tracker**, **Incidental Findings Best Practice Advisory (BPA)** and **In-Basket Results** message make it easier to ensure that the proper communications are documented. These tools will ensure that our organization meets legal and ethical requirements for Tracking Results.

Incidental Findings *will trigger a BPA which will appear on the Patient's Story Board*.

If an **Incidental Findings note type** is not created, the provider will not be able to select a discharge disposition until the incidental findings note type is created **AND** the Best Practice Advisory is satisfied.

The **Best Practice Advisory (BPA)** must be satisfied in two steps. **Step 1**: write a note using the **Incidental findings** note type and **Step 2**: Click Incidental Findings Acknowledged (See image below):

STEP 1:
1. Double click "**Incidental Findings**" from the **Patient's Storyboard**
2. Review the **Incidental Finding** and discuss with the patient/family
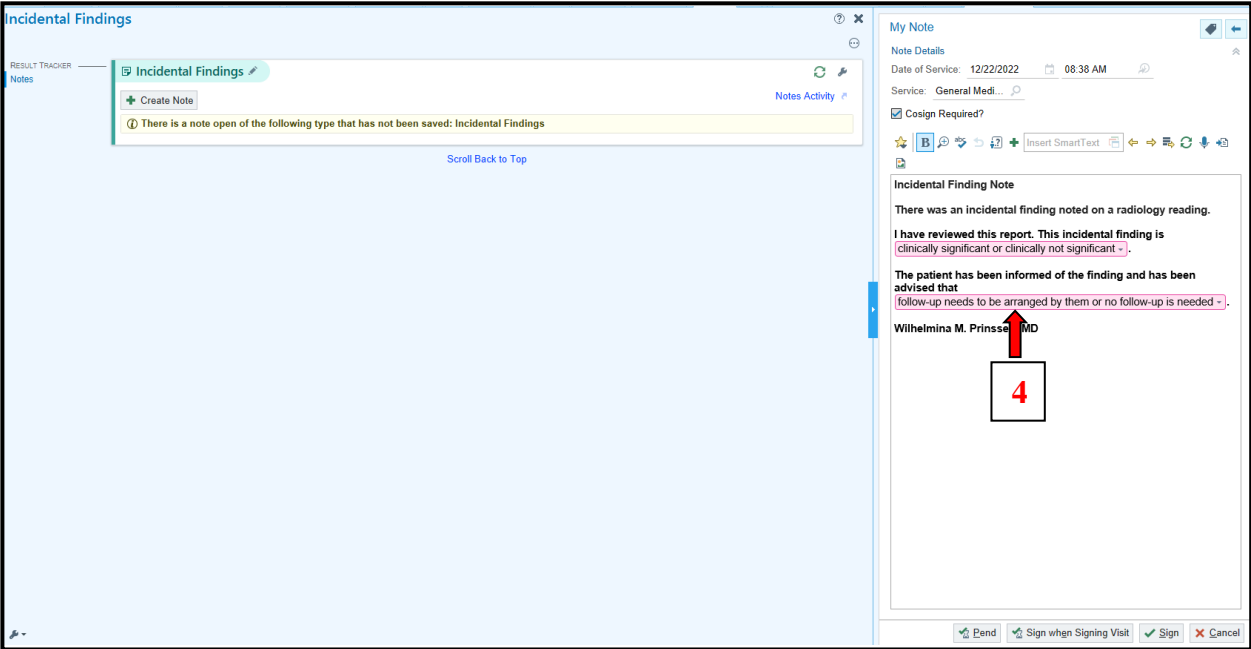3. Then, click on the blue hyperlink **Click here to write Incidental Findings Note**

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4. The provider would then be taken to the **Incidental Findings** navigator to complete the note type "**Incidental Findings**"
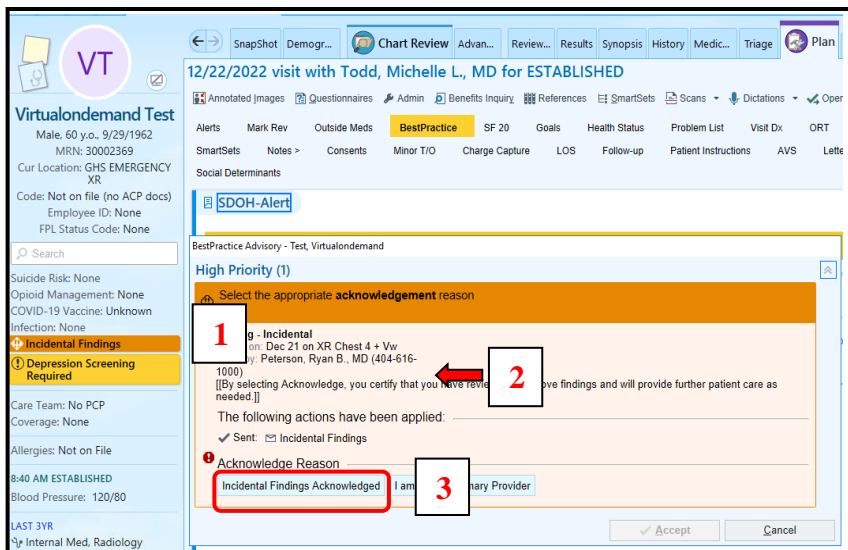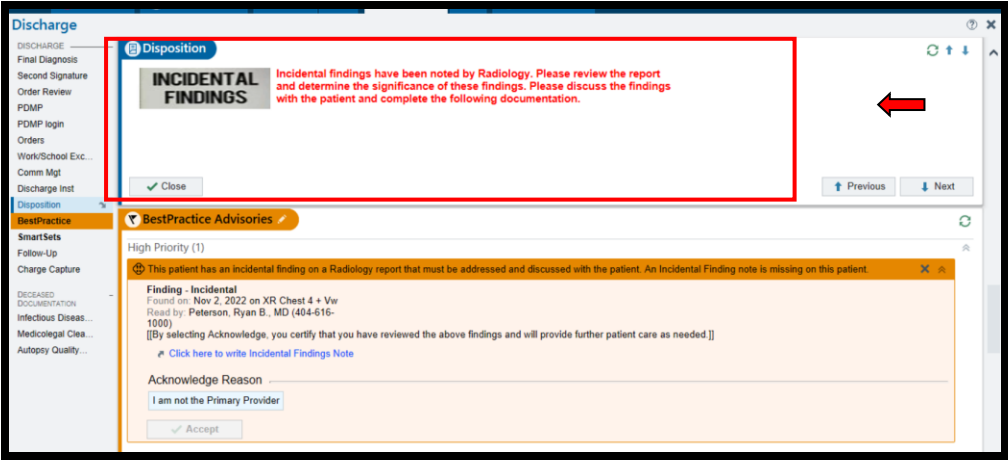
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STEP 2:

To record the time stamp and remove the BPA for **Incidental Findings** from storyboard:

1. Double click "**Incidental Findings**" from the **Patient's Storyboard**
2. Review the **Incidental Finding,** discuss the finding with the patient/family, and complete the dedicated **Incidental Finding** note documentation
3. Click the **Acknowledge Reason** button **"Incidental Findings Acknowledged"** to address the BPA.

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4. If an **Incidental Findings** note <u>is not created</u>, the provider will <u>not be able to select a discharge disposition</u> <u>until note is created</u> and the **Best Practice Advisory** <u>is satisfied</u>.

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Incidental Findings can be found in the following activities

Notes Activity

Chart Review