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**
4. The provider would then be taken to the **Incidental Findings** navigator to complete the note type “**Incidental Findings**”
Incidental Findings Workflow

APPLICATION: ASAP
AUDIENCE: Providers

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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.

![Incidental Findings Workflow Diagram]
4. If an **Incidental Findings** note is not created, the provider will not be able to select a discharge disposition until note is created and the **Best Practice Advisory** is satisfied.
Incidental Findings can be found in the following activities

**Notes Activity**

![Notes Activity Image]

**Chart Review**

![Chart Review Image]